

Creating Opportunities

Green River Community College



2006-2008 Catalog

www.greenriver.edu

IMPORTANT PHONE NUMBERS

The main college telephone numbers are:

Auburn	(253) 833-9111
Eastside	(206) 464-6133
Tacoma	(253) 924-0180

Offices:

Admissions.....	ext. 2500
Assessment and Testing Center.....	ext. 2650
Campus Tours	ext. 2400
Career Services	ext. 2555
Cashier	ext. 2050
Continuing Education	ext. 2535
Cooperative Education	ext. 2550
Counseling Services.....	ext. 2460
Dean of Student Services	ext. 2414
Disability Support Services	ext. 2631
Distance Learning.....	ext. 3354
Diversity Services.....	ext. 2403
Educational Planning	ext. 2641
Enrollment Services	ext. 2500
Enumclaw Campus.....	ext. 3400
Financial Aid	ext. 2440
Health Services	ext. 2430
International Programs.....	ext. 3300
Kent Campus.....	(253) 856-9595
Library.....	ext. 2090
The Paper Tree bookstore.....	ext. 2069
Project TEACH	ext. 4361
Registration	ext. 2500
Running Start.....	ext. 2641
Security	ext. 3350
Student Programs	ext. 2400
Tech Prep	ext. 2581
Trio/Project Class	ext. 2655
Tutoring.....	ext. 2325
Veterans' Service	ext. 2466
Washington State Center of Excellence for Careers in Education....	ext. 4630
Women's Programs.....	ext. 2547
Worker Retraining	ext. 2211
WorkFirst.....	ext. 2211

FAX (ENROLLMENT SERVICES OFFICE)

(253) 288-3454

WRITING

To write for information or to send materials to the college, use the following mailing address:

Enrollment Services Office
Green River Community College
12401 SE 320th St.
Auburn, WA 98092-3622

WEB SITE

www.greenriver.edu

CAMPUS VISITS

One of the best ways to get information about a college is to visit the campus. Many students have reported that a personal visit to campus was how they decided that Green River was right for them. If you are interested in visiting Green River, call ext. 2400 for more information. Groups should call ext. 2637. Visits can include a stop at the Educational Planning Center and a talk with faculty members in programs of interest.

CATALOGS

Catalogs are available at Enrollment Services and on the Web at www.greenriver.edu, and on CD-ROM.

CLASS SCHEDULES

Green River publishes a class schedule for each quarter of the academic year. Copies are available on campus, on the web, and are mailed to all residences in the college's service area several weeks before the quarter begins. A special early fall edition is printed in the spring for the following fall quarter. This schedule is available only on campus and is primarily used by continuing students who register for fall during spring quarter. For information, call Enrollment Services at ext. 2500.

PROGRAM INFORMATION GUIDES

Call Enrollment Services (ext. 2500) for guides that give detailed information about individual professional technical programs.

ONLINE SERVICES AND STUDENT KIOSK

Online services allows students access to relevant information in a convenient, easy manner. The Student Kiosks are located in the Holman Library and throughout offices in the Lindbloom Student Center. They allow students to:

- view schedules
- access class information
- view financial aid information
- run a degree audit
- print an unofficial transcript
- view registration appointments
- change student PIN
- access tax credit information
- print HOPE scholarship information
- access scholarship information
- access schedule planner
- pay tuition by credit card
- register via web
- update or change address

Visit www.greenriver.edu, then click on Online Services.



ABOUT GREEN RIVER COMMUNITY COLLEGE

- **Two-Year Public College Offering Academic and Professional Technical Programs**
- **Core Faculty of 120+ Full-Time and 210 Part-Time**
- **Over Fifty Program Areas to Choose From**
- **Student Population of 10,000**
- **Accredited by the Northwest Commission on Colleges and Universities and by the Washington State Board for Community and Technical Colleges**
- **Governed by a Five-member Board of Trustees and Serves District 10 as Defined by the 1967 Washington State Legislature**

Welcome	3-6	Academic Information.....	27-40
Getting Started	7-18	Opportunities	28-30
Student Success Program Checklist	8	Policies & Procedures	30-39
Admissions	9-10	Graduation	40
Financial Assistance	10-12	Programs of Study	41-136
Assessment.....	12-13	List of All Programs	42-46
Advising	13-14	University Transfer Degrees	47-77
Registration.....	14-18	Professional Technical Education	78-133
Student Resources.....	19-26	Other Learning Options	134-136
Continuing Education	20	Course Descriptions	137-208
Holman Library	22	Reference Guide	209-232
Housing.....	22	Board of Trustees	210
Off-Campus Locations	23	Faculty and Administration	211-214
Tutoring Services	24	Maps	225-226
Veteran's Services.....	24-25	Glossary.....	227-230
Getting Involved	25-26	Index	231-232
		Academic Calendar.....	Inside Back Cover

Green River Community College has made reasonable efforts to provide in this catalog information that is accurate at the time of publication. However, the college reserves the right to make appropriate changes in procedures, policies, calendars, requirements, programs, courses, and fees. When feasible, changes will be announced prior to their effective dates, but the college assumes no responsibility for giving any particular notice of any such changes. Nothing contained herein shall be construed to create any offer to contract or any contractual rights.

Limitation of Liability: The college's total liability for claims arising from a contractual relationship with the student in any way related to classes or programs shall be limited to the tuition and expenses paid by the student to the college for those classes or programs. In no event shall the college be liable for any special, indirect, incidental, or consequential damages, including but not limited to, loss of earnings or profits.

Green River Community College does not discriminate against anyone based on race, ethnicity, creed, color, national origin, sex, marital status, sexual orientation, age, religion, or the presence of any sensory, mental or physical disability, or status as a disabled person or veteran of war, in accordance with the Americans With Disabilities Act of 1990, Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973.

Students needing an alternative medium for communicating must contact Disability Support Services in the Educational Planning Center.



Welcome

Welcome

WELCOME

Choosing to enroll at Green River Community College admits you to a family of faculty, staff, administrators and other students committed to student success. Whether you are new to the college, transferring in, or a non-traditional student, we have the resources to support you.

As we continue to commemorate forty years of service to our community with reunions, great musical and theater performances and more, Green River also celebrates new beginnings—at the main Auburn Campus we have opened a new state-of-the-art Technology Center and are hard at work on the construction of a new Science Center to house our phenomenal science and medicine-related programs.

We have also had the honor of opening a new campus in Kent, at the Kent Station—a campus that offers wireless Internet connections, a great location nearby to shopping, coffee and work, and an opportunity to expand our class offerings—you asked, so we brought education a little bit closer to you.

Of course, Green River's distance learning program continues to grow (we now offer an entire degree program online) and our beautiful Enumclaw Campus maintains exceptional programming and services for the Plateau Area.

For over forty years, Green River's faculty has been dedicated to teaching. Our academic courses prepare you to transfer to four-year universities and colleges and our professional technical programs can give you a competitive edge in business and industry.

On behalf of all of us here at Green River, we wish you success in all your educational and career endeavors. Please use the information in this catalogue as you proceed. We think that you will find it helpful.



Richard A. Rutkowski
President



Welcome**VISION**

Green River will be a leading community college committed to creating opportunities for lifelong learning and student success.

MISSION

Green River Community College improves the lives of people within our diverse communities by providing quality education and training programs. We assist students in defining and achieving their goals through instructional excellence, innovative programs and responsive services.

INSTITUTIONAL GOALS

1. Students will benefit from Green River's commitment to learning as its highest priority.
 - Transfer students will meet the requirements for transfer to successfully pursue a baccalaureate degree.
 - Professional technical and workforce students will master the skills sought by employers to be successful in the workplace.
 - Under-prepared students will demonstrate competency in reading, English, and math that prepare them for success in college-level courses.
 - Community members will have opportunities for life-long learning to enrich their lives personally, socially, and culturally.
2. Members of our diverse communities will have reasonable access to affordable educational programs and services that meet their needs.
3. Under-represented students will be provided services that support their learning and promote student success.
4. The community will benefit from Green River's active participation in programs, events, collaborative partnerships, and entrepreneurial activities with government, business, and community organizations.
5. The citizens of Washington will be ensured of Green River's consistent practice of responsible fiscal stewardship and public accountability.

PURPOSE

Green River provides learning opportunities for the residents of Washington. We continue to operate in accordance with the state of Washington's Community College Act of 1967.

ROLE AND SCOPE

Green River offers courses and programs leading to a variety of associate degrees, certificates, and diplomas in professional technical fields and academic transfer. The college also offers customized training, developmental and basic skills programs, as well as a variety of noncredit activities and courses for personal enrichment. Students enroll at the main campus in Auburn, the Enumclaw Campus, the Kent Campus, other community locations, and through distance learning. Green River also offers a variety of support services to currently enrolled and prospective students to increase their chances for success.

VALUES

We, the faculty, staff, administration and board of trustees of Green River, embrace the following values and beliefs:

- Recognizing student success as our highest priority
- Providing access to those who can benefit
- Embracing diversity
- Holding teaching excellence in high regard
- Recognizing the importance of student involvement
- Demonstrating accountability for achieving our goals
- Developing a global consciousness
- Ensuring a safe environment
- Preserving the natural campus environment
- Promoting innovation
- Fostering individual growth and development
- Respecting the worth and dignity of the individual

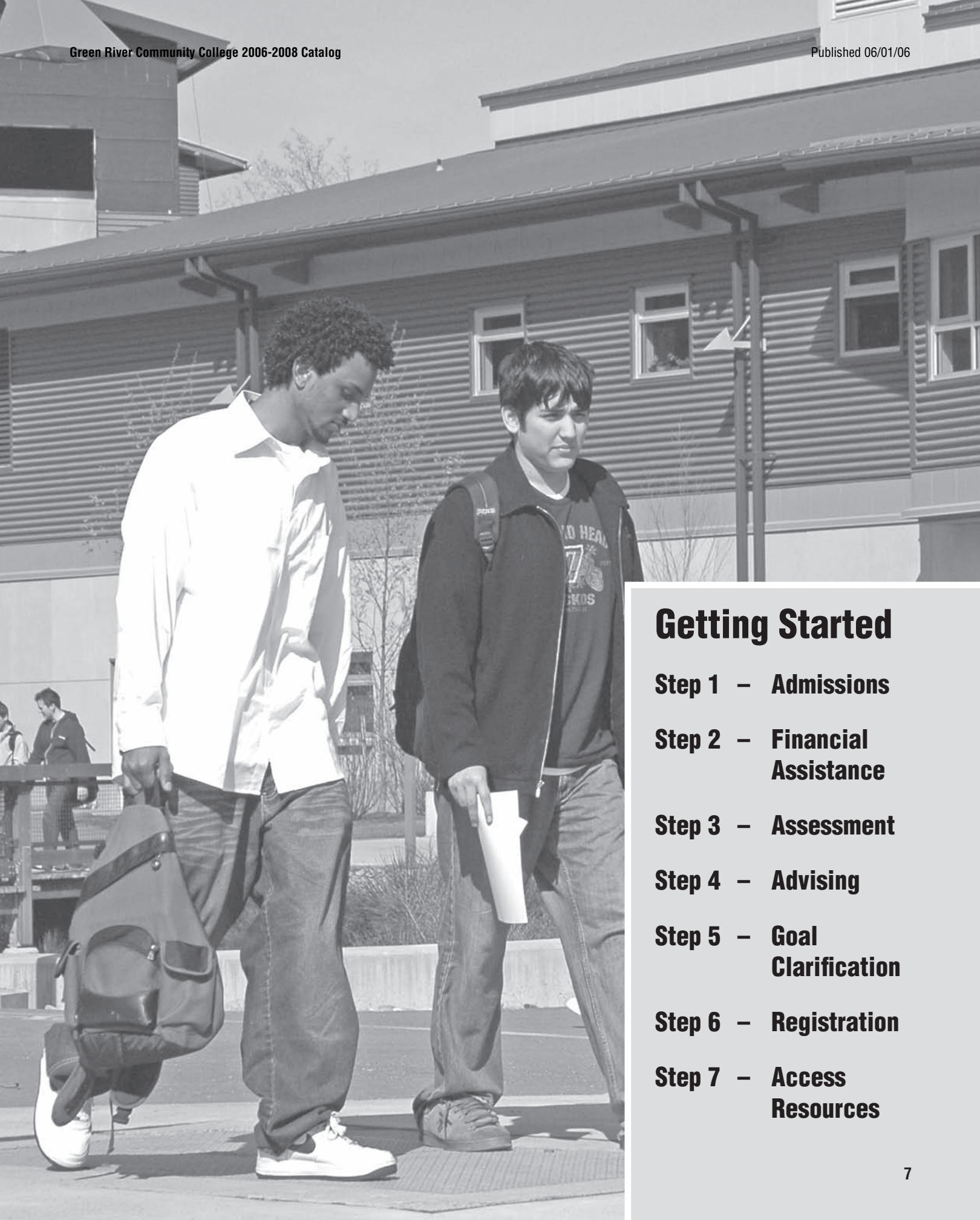
STUDENT LEARNING OUTCOMES

Green River Community College is committed to the continuous improvement of teaching and learning. In order to assess the effectiveness of its instructional programs, the college evaluates student achievement of published learning outcomes. Although the expected learning outcomes vary from program to program, all students completing a degree are expected to demonstrate mastery of four campus-wide outcomes: written communication, critical thinking, responsibility, and quantitative and symbolic reasoning. Additionally students planning to transfer to a four-year institution are expected to master the oral communication learning outcome and students completing applied degree programs (AAA, AAS, and AD) are expected to master the human relations learning outcome.

See pages 38-39 for more information.

Welcome





Getting Started

Step 1 – Admissions

Step 2 – Financial Assistance

Step 3 – Assessment

Step 4 – Advising

Step 5 – Goal Clarification

Step 6 – Registration

Step 7 – Access Resources

Getting Started

GETTING STARTED AT GREEN RIVER COMMUNITY COLLEGE

THE STUDENT SUCCESS PROGRAM CHECKLIST

To help students get the best possible start in college, Green River offers a comprehensive student entry process called the Student Success Program. **Follow these steps** and you can discover academic and personal success at Green River.

Step 1 _____ Admissions	Apply for admission. You may apply online or submit an application to Enrollment Services. Once your application has been processed, you will receive an acceptance packet that includes your ID number.
Step 2 _____ Financial Assistance	Complete your financial aid applications (FAFSA and Green River's Financial Aid Application) by April 15 for fall quarter. Allow at least 12 weeks for application processing before the beginning of any other academic quarter. Scholarships, grants, loans and work-study programs are available. The Financial Aid Office is located on the second floor of the Lindbloom Student Center.
Step 3 _____ Assessment	Accurate assessment and placement supports your academic success. New students are required to take the COMPASS assessment or provide appropriate documentation of college placement prior to registering for classes. If you think you qualify for accommodations with assessment for reasons of disability, please contact Disability Support Services.
Step 4 _____ Advising	New Students must register for a New Student Advising Session . To schedule your session, sign up online at www.greenriver.edu/edplanning/studentadvising or by contacting the Educational Planning Center at 253-833-9111, ext. 2641. Please bring your COMPASS results and transcripts (if applicable) from previously attended colleges to your advising session. <ul style="list-style-type: none"> • If you are entering a professional technical program, you are strongly encouraged to meet with the appropriate faculty member prior to registration. • If you are planning to pursue your coursework exclusively through distance learning, please contact Educational Planning for assistance at beadvised@greenriver.edu.
Step 5 _____ Goal Clarification	If you would like to clarify your program of study or complete career exploration activities, contact the Career Center at 253-833-9111, ext. 2555, or visit the Lindbloom Student Center, room 225.
Step 6 _____ Registration	You may register during, or anytime after, your registration access time. You may find your access time and register for your classes through Online Services. Refer to the quarterly class schedule or the college Web site for tuition due dates and registration procedures. Following registration, you may proceed to the bookstore to purchase appropriate textbooks.
Step 7 _____ Access Resources	Become familiar with the many academic and personal resources offered at Green River. Examples include child care, housing, transportation, Counseling and Health Services, Women's Programs, tutoring, Multicultural Services, TRIO, and Disability Support Services.
We hope you enjoy your educational and personal experiences at Green River. If you need guidance or clarification, stop by Enrollment Services on the second floor of the Lindbloom Student Center for assistance or call (253) 833-9111, ext. 2500.	

Getting Started

STEP 1 Admissions**ADMISSIONS CHECKLIST**

1. ____	Apply online at www.greenriver.edu , or by submitting the Green River or State of Washington Uniform Community College Admissions form to the College.
2. ____	Upon receiving your acceptance packet, please review the complete instructions included.
3. ____	Plan early to take the COMPASS assessment.
4. ____	Students wishing to transfer credits to Green River from other colleges or universities should send for official transcripts and request an evaluation of the transcripts by Green River (request form is included in acceptance packet).
5. ____	Send for official high school transcripts only if student is applying for the high school completion program or the Practical Nursing program.
6. ____	Apply for financial aid if there is a need for financial assistance to attend the college.

WHO CAN BE ADMITTED?

Admission to the college is open to anyone who has a high school diploma, GED, or is at least 18 years old. Green River welcomes people of all income levels, backgrounds and previous educational experience.

WHEN SHOULD YOU APPLY?

Students who plan to start classes fall quarter may apply any time beginning December 1 of the preceding year. Students who complete the entry process first, get to register first—so applying early is an advantage.

Students may begin most programs any quarter, but some professional technical programs begin fall quarter only. See area of interest in the Programs of Study section of this catalog to determine program entry times.

Students who plan to begin their studies winter, spring or summer quarter may apply any time prior to the beginning of that quarter. Applications are accepted beginning September 1 for the following winter quarter; January 1 for the following spring quarter; and April 1 for the following summer quarter.

HOW TO APPLY

Students may apply for admission:

- online at www.greenriver.edu
- by submitting a Green River or State of Washington Uniform Community College Admissions form to Enrollment Services via mail or in person

Students may request that an application be mailed to them by calling Enrollment Services at ext. 2500.

After the college has processed the application, students will be mailed an acceptance packet. The packet will include their student identification number, a checklist guiding them through the process, and forms used

to request that official transcripts be sent to Green River and to request a transcript evaluation. The checklist includes information on assessment, orientation, advising, how to access their registration appointment, registration for classes, and more.

AGE EXCEPTION POLICY

The following guidelines apply to the admission of those persons who do not meet general admission requirements.

1. Students under the age of 18 who have not earned a diploma or the equivalent from an accredited high school may be admitted only upon appropriate release from their high school. Home-schooled students are also subject to the special admission requirements outlined below. Students will be required to submit a High School Release Form signed by the appropriate high school official when they apply for admission and register. These forms are available at area high schools. Applications for underage students must have a release form attached in order to be processed. If a student is below 9th grade, then a letter written on school letterhead and signed by an appropriate official, may be substituted.
2. Persons who have met the admission requirements of the Running Start program are exempted from the underage admission policy as stated in this catalog section.
3. Students under the age of 16 normally will not be admitted. If a potential student will not be 16 by the starting date of the quarter they wish to attend and want to pursue enrollment, the interested party must contact the Office of Educational Planning to seek an exception. Enrollment decisions will be made according to the following criteria:
 - a. The student must be referred to Green River by an academic institution or educator. This referral will include a required release form from the student's home institution, signed by the counselor (referring agency) and the student's parent or guardian. The high school release form must be submitted each quarter with an annotation by the high school counselor regarding what specific class(es) the student is to enroll in.
 - b. Students who are admitted must complete formal enrollment prior to the first day of the quarter.
 - c. If it is determined that the student is eligible for courses available through the public school system, the student should not be enrolled.
 - d. Students must meet course prerequisites and demonstrate academic preparedness through COMPASS placement or an independent evaluation by a full-time faculty member from the impacted division(s).
 - e. Appropriate evaluation of the student's maturity/college readiness. This can be accomplished through a personal interview between the student, the Executive Dean of Student Services or his/her designee, or the dean of the appropriate academic division, or the instructor of record for the course(s) to be taken. It may be appropriate to include the parent/guardian of the student in these discussions.
 - f. Students may not drop or add courses during an approved quarter without appropriate approval from the instructor.
 - g. Students are required to make academic progress (GPA of 2.0 or higher). Students not complying with these procedures will be disenrolled.

Getting Started

APPLICATION FOR RE-ADMISSION

Students who have not attended Green River for at least one quarter, may re-apply online or by calling Enrollment Services. Once their record has been updated, they will be assigned a registration time. Only students who have earned credit at Green River in the past are eligible to register as a returning student.

HEALTH SCIENCES SPECIAL ADMISSION REQUIREMENTS

The programs in Practical Nursing, Occupational Therapy Assistant and Physical Therapist Assistant have special admission requirements to ensure student success. Students need to refer to the Programs of Study section in this catalog for individual program requirements. For further information, contact the educational planner for the Health Science programs at ext. 2639.

The Health Sciences programs comply with the "Child/Adult Abuse Information Act," RCW 43.43.830-43.43.840. Each Health Sciences student is required to submit to a background investigation for criminal history information prior to entry into the program.

INTERNATIONAL STUDENTS

ADMISSIONS

Qualified international students are admitted to Green River Community College each of the four academic quarters. International student applicants should submit an international application form no later than five to six weeks prior to the beginning of the academic quarter for which they want admission to the college. (See calendar for quarter dates, inside back cover.) The admissions process must be completed before the International Programs office will issue the Certificate of Eligibility Form I-20.

On the basis of their educational background and knowledge of the English language, international students may be admitted either to the college's academic or professional technical programs or to the Intensive English as a Second Language Program (IESL).

APPLICATION REQUIREMENTS

- Must be a high school graduate or at least 16 years of age
- Complete an international application for admission and submit it to Green River's International Programs office
- Send a \$50.00 application fee
- Submit one of the following as a statement of financial support for one full year of study in the U.S.A.
 1. Personal or family sponsored: Bank statement, certification of wages, or similar statement of financial resources
 2. Government or company scholarship: Official sponsorship letter
 3. Sponsor living in the U.S.A.: Notarized I-134 sponsorship document

TRANSFER-IN STUDENTS

Admission of students transferring from other colleges is regulated by the same academic standards that apply to other Green River students. Transfer students are required to indicate all previous college work when they complete the application process.

Students transferring credits from other institutions, military experience or advanced placement must provide the Enrollment Services Office with official transcripts, along with a request form for transcript translation. Records become the property of Green River and will not be returned to students. Upon completion of the translation, students will be provided with a written response indicating which courses have been accepted as transfer credit to Green River and what the Green River course equivalent is for each transfer course. This correspondence will become part of the student's official record.

It is to the incoming student's advantage to request a transcript translation as early as possible. Registration access times at Green River are calculated on a credit-earned basis. Translated (accepted) credits will be used to assign an earlier registration access time after students have attended their first quarter at Green River. A transcript translation must be completed by the evaluator prior to the next quarter's registration in order for students to get an earlier registration access time.

STEP 2 *Financial Assistance*

Financial Aid Office
(253) 833-9111, ext. 2440

If paying for college expenses is a concern, contact the Financial Aid Office to apply for assistance. Green River's philosophy is that people should have the opportunity to achieve their educational goals, regardless of income. Grant, loan and work-study programs are available for those needing assistance.

ELIGIBILITY

To be eligible for financial assistance through federal and state programs, a student must:

- have a high school diploma or GED certificate;
- be enrolled in an eligible degree or certificate program;
- be a U.S. citizen or national, or an eligible non-citizen;
- meet satisfactory academic progress standards;
- not owe a refund on any federal grant or be in default on a federal student loan;
- register for selective service, if male and age 18 or older; and not recently convicted for possession or sale of a controlled substance (illegal drugs).

Getting Started

HOW TO APPLY FOR FINANCIAL AID

Apply for admission to the college.

Students should complete the Free Application for Federal Student Aid (FAFSA) and mail it to the federal processor by April 15. In addition, complete and return the Green River Financial Aid Application and any other required documents to the Financial Aid Office by April 15. Applications completed after April 15, will be awarded only if funds remain available.

Students need to re-apply for financial aid each year.

Students will be notified of any financial aid award by mail. Awarding typically begins in June and continues throughout the year. For more information, contact the Financial Aid Office.

Financial aid is available to all qualified students regardless of race, ethnicity, creed, color, national origin, sex, marital status, sexual orientation, age, religion, or the presence of any sensory, mental or physical disability, status as a disabled person or veteran of war, in accordance with the Americans With Disabilities Act of 1990, Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973.

SCHOLARSHIPS

Financial Aid Office
(253) 833-9111, ext. 2449

The Green River Community College Foundation offers over 80 different scholarships to new and/or returning students each year. Scholarship criteria can range from areas such as talent, academics, career interest, program of study or leadership, to a need basis or single parent status. In addition, the Financial Aid Office provides scholarship search resources, scholarship listings and applications from off-campus.

SPECIAL PROGRAMS

Financial Aid Office
(253) 833-9111, ext. 2465

Students working with agencies such as Labor and Industries, Division of Vocational Rehabilitation, Workforce Training, Work Source, Trade Readjustment Act, Division of Rehabilitation-Veterans Chapter 31 or other agencies that are assisting in the funding of tuition, fees, books and supplies, should come to Special Programs, located in the Financial Aid Office, to turn in paperwork and pick up tuition and book vouchers.

WORKFIRST TUITION ASSISTANCE

(253) 833-9111, ext. 2211

WorkFirst helps needy men and women learn job-specific skills so that they can earn a better living. Participants who qualify for WorkFirst can receive financial aid to pay for tuition, books, and fees.

FINANCIAL AID PROGRAMS

Grants	Brief Description
Federal Pell Grant	A federal grant program for undergraduate students.
Federal Supplemental Educational Opportunity Grant	A federal grant program for undergraduate students.
Washington State Need Grant	A state grant program for undergraduate students.
State Tuition Waiver	A state program to cover tuition costs.

Employment Programs

Federal Work-Study	A federal program to provide employment opportunities for students on or off campus.
State Work-Study	A state program to provide employment opportunities for students on or off campus.

Loan Programs

Federal Stafford Loan	A federal loan program with deferred repayment and variable interest rates.
Federal Plus Loan	A federal loan program for parents of dependent students. Variable interest rate with immediate repayment.

Scholarships

Green River Foundation Scholarships	A variety of scholarships funded by the Green River Foundation.
-------------------------------------	---

Getting Started

WORKER RETRAINING

(253) 833-9111, ext. 2211

Assistance for Laid-off Unemployment Recipients and Displaced Homemakers

Worker Retraining is a partnership of community and technical colleges and the state Employment Security Department. It provides job training for both unemployed workers and those who face imminent layoffs.

With Commissioner Approval, Worker Retraining students can enroll in professional technical training, continue to draw the unemployment benefits to which they are entitled, and stop seeking work if it interferes with classes or studies. In addition, if you have been self-employed or consider yourself a displaced homemaker, you may qualify for Worker Retraining assistance.

STEP 3 *Assessment*

Assessment & Testing Center
(253) 833-9111, ext. 2650

ASSESSMENT AND TESTING CENTER

Enrolling students take a computerized assessment for course placement. Assessment is a tool that identifies the student's skill levels in math, reading, and writing. Students must have an application for admission on file prior to completing the assessment.

Sometimes referred to as an assessment test, it is not a test that can be passed or failed. The "score" on assessment simply indicates the appropriate starting point for each student enrolling in core subjects.

ENGLISH PLACEMENT

Students are placed in their first English writing class based on their assessment evaluation. The English assessment will evaluate skills in writing, punctuation, grammar and composition. Students then follow the English sequence required for their educational or degree goals.

READING PLACEMENT

Students are recommended to the appropriate reading or study skills class by the assessment. Skills reviewed are vocabulary, comprehension, ability to make inferences and locating main topics and ideas. Students then follow the reading sequence required for their educational goal.

MATHEMATICS PLACEMENT

Students are placed in their first math class after they have completed the math assessment. Students then follow the math sequence that is necessary for their degree or educational goal. Students who have completed calculus should not complete the mathematics placement. See Assessment Center staff for more information.

ASSESSMENT WAIVER

Assessment is required for all new students, those seeking a degree and/or certificate, and those who plan to enroll in English or math courses. Assessment center may be waived for the following:

- Students who have earned an Associate in Arts degree or higher from another college or university and who submit official transcripts showing successful completion of college-level math and English 110 (or its equivalent).
- Transfer students who submit official transcripts showing successful completion of college-level math and English 110 (or its equivalent).



Getting Started

- Students planning to take seven or fewer total credits that do not include or require math or English.
- Students who have taken the Advanced Placement examination in Math and English and received a grade of 3, 4 or 5 in each area. (See Advanced Placement on pages 32-35 for more information.)

Questions regarding student entry assessment and exemptions should be directed to the Assessment and Testing Center in the Rutkowski Learning Center. Call ext. 2650.

FOREIGN LANGUAGE PLACEMENT

1. Beginning students or those with one year or less of a high school language begin in foreign language courses numbered 101 unless otherwise placed by a foreign language instructor.
2. Students who have taken more than one year of a high school foreign language must be placed by a foreign language instructor.
3. Students who have taken a college foreign language should continue the sequence.
4. Students transferring to a four-year institution should know the foreign language requirements at the school of their choice.

STEP 4 Advising

Educational Planning (253) 833-9111, ext. 2641

New Student Orientation is an opportunity to meet other new students and to learn more about the many campus resources and services available to students at Green River. Topics covered as part of orientation include:

- Advising and Registration Procedures
- Academic and Personal Resources
- Student Rights and Responsibilities
- Educational Programs
- Professional Technical Degrees and Certificates
- Academic Transfer Degrees
- Student Activities and Student Government
- Frequently Asked Questions

STEP 5 Goal Clarification

Career and Employment Center 253-833-9111, ext. 2555

The Career and Employment Services Center (CEC) provides students, community members, and employers with a comprehensive one-stop approach to all of your career development needs. A variety of services are available including workshops on career exploration, occupational and labor market information, resume writing, interviewing skills, employment opportunities, cooperative education internship leads and more.

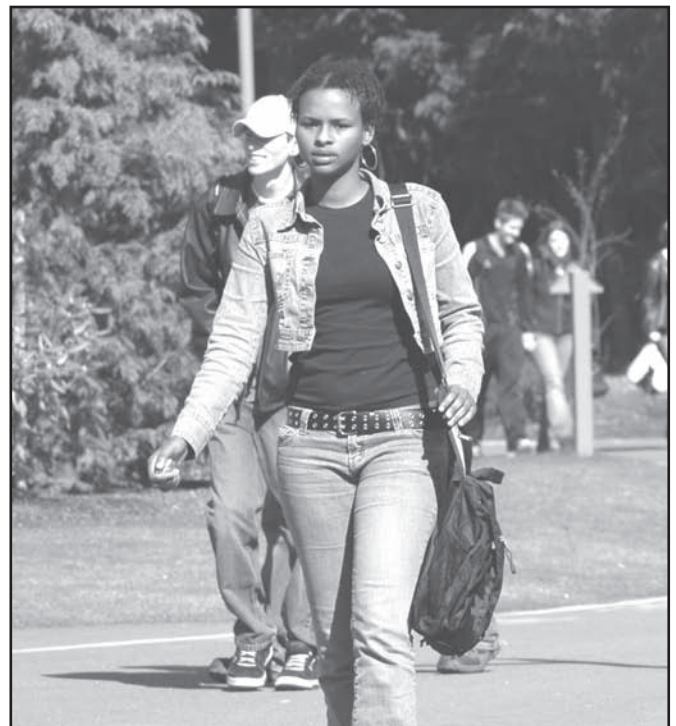
To find out more call, or visit the CEC in LSC, Room 225, to use the computerized services or enroll in a workshop.

Educational Planning (253) 833-9111, ext. 2641

The mission of Green River's Educational Planning Center is to foster success by assisting students in the development of meaningful educational plans to fulfill their stated goals. The programs and services are designed to inform, support and encourage individuals to be self-directed in the educational planning process. Our professional staff provides entry-level academic, professional technical, and exploratory advising and planning assistance. The educational planning process will help students:

- Interpret COMPASS assessment scores
- Interpret institutional and program requirements
- Identify and evaluate your academic skills and interests
- Interpret requirements for transfer to four-year institutions
- Discuss your educational goals and develop an educational plan
- Understand the connection between your educational program and career choice
- Interpret unofficial transcripts from previously attended colleges and universities
- Obtain referrals to campus departments that provide additional services or resources

The Educational Planning staff will guide you through the process of enrolling in courses to meet your educational needs. The advising program is an important service to students. Full-time faculty members, educational planners and other trained staff serve as advisors to help students set educational goals. Advisors will provide information about classes, programs and educational support services within the college. Participation in advising will provide students with individualized attention needed to discuss goals, select classes and meet with knowledgeable faculty in their field of study.



Getting Started

Tuition Rates 2005–2006 <i>Tuition and fees are subject to change by the Washington State Legislature.</i>	Washington Resident	U.S. Citizen/Immigrant Non-Resident Waiver	International and Other Non-U.S. Citizen
Per credit (1-10 credits)	\$71.80	\$85.00	\$243.50
Per credit (11-18 credits)	19.40	21.30	23.20
Per credit (19 credits and over, except as noted below for those who qualify)	64.60	77.80	263.30
Professional Technical surcharge for more than 18 credits (per credit)	19.40	21.30	23.20
* Veterans per credit (1-10 credits)	64.60	N/A	N/A
* Veterans per credit (11-18 credits)	19.40	N/A	N/A
* Veterans surcharge for more than 18 credits (per credit)	64.60	N/A	N/A
High School Diploma age 19 and over (per credit)	19.40	19.40	243.50
* See Enrollment Services Office for specific guidelines. Copy of DD14 required. NOTE: Students auditing classes pay regular tuition and fees.	<i>Non-Resident Waiver — U.S. citizens and INS-approved permanent residents are eligible for this waiver while establishing their Washington state residency.</i> <i>Other and International — Visa classifications that are not eligible to establish residency, including international students.</i>		

Although advisors are available to assist with program planning, it is your responsibility to be informed about your degree or program requirements and college policies. Students who intend to transfer to a four-year college should take time to learn about that school's requirements.

To make the advising experience work, Green River suggests:

- Get to know your advisor. Visit with your assigned advisor at least once a quarter, if not more often. This person is available to help students succeed, so take advantage of this resource.
- Determine the classes you need to complete your educational goals. Make a list and ask your advisor to help map out an educational plan and timetable.

If transferring to a four-year college or university, identify the school(s) as early as possible and carefully review their catalog(s) and transfer requirements. College catalogs, transfer guides and other college information are available for student use in the Educational Planning.

Additional advising resources are available under Educational Planning in the Getting Started section on the Green River Web site.

STEP 6 Registration

Enrollment Services
(253) 833-9111, ext. 2500

The final step is to secure class selection. Registration is the process by which students schedule classes at the beginning of each quarter or at other specified times. Dates to register for classes are announced by the college each quarter and published in the quarterly class schedule. Students may view their registration access time at www.greenriver.edu, select "online services," then "more."

CANCELLATION OF ADMISSIONS AND REGISTRATION

Green River Community College reserves the right to deny admission to, or cancel the registration of, any individual whose attendance would not be of mutual benefit to the individual and the college.

COLLEGE COSTS

In estimating college costs, students will need to include amounts for tuition, special fees, books, supplies, transportation and living expenses. Textbooks and supplies can cost up to \$500 per quarter, depending on the program. Textbook prices are subject to change without notice.

TUITION AND FEES

Tuition and fees are set by the state legislature and are subject to change. See **Tuition Rates** chart above. Current tuition rates are published in the Quarterly Class Schedule.

OTHER FEES

A special services fee of 50¢ per credit is applied to all credits.

A technology fee of \$5 per credit to a maximum of 12 credits.

A facilities fee of \$17.50 minimum, and \$3.50 per credit after 5 credits, not to exceed \$35, is applied to all credits.

A late fee of \$35 per class will be applied to all classes added after the tenth day of the quarter.

Getting Started

SPECIAL FEES

Assessment	10.90
Cap and gown, tassel	24.00
General Education Development Test (GED)	75.00
GED retest	15.00
Graduation fee	10.00
Lock fee (refundable)	7.50

All fees are subject to change.

COMPLETE WITHDRAWAL FROM COLLEGE

We strongly encourage students to discuss any plans for withdrawal with their faculty advisor or an educational planner. If students wish to terminate enrollment in the college, they must do the following:

Obtain a registration form from the Enrollment Services Office.

Complete the withdrawal portion and obtain the signatures of all instructors involved (if it's after the third day of the quarter).

Return the form to the Enrollment Services Office.

Please refer to the college's Academic Standards and Progress Policy in the student handbook.

CREDIT LOAD

Students must enroll for a minimum of 12 credits to be considered a full-time student for financial aid, insurance or other programs. A full-time student will enroll for an average of 15 to 18 credits each quarter.

If students are enrolled in a professional technical degree or certificate program, a load of 25 credits is the maximum for which they may register per quarter. Students must have permission from an administrator for a credit overload.

If students are not in a professional technical program and wish to enroll for more than 20 credits, they must complete a Student Request for Credit Overload form and obtain special permission from their advisor and from an administrator. Students must have a minimum cumulative GPA of 3.0 for their request to be considered.

If students are heavily involved in extracurricular activities, they may want to limit themselves to a 12-credit load. Twelve credits is the normal requirement for eligibility in the activity program at Green River and the Northwest Athletic Association of Community Colleges.

WHEN TO REGISTER

Currently enrolled students are assigned registration access times determined by the number of credits earned at Green River, and by any transferred credits from other institutions that have been evaluated by Green River. Registration dates are listed in the quarterly class schedule and registration access times are posted two weeks prior to the start of registration. Students may view their registration access time through our Web site at www.greenriver.edu, select "online services," then "more," then "registration access time."

New student registration begins immediately following the currently enrolled student registration cycle. New students who have an application on file will automatically be assigned a registration access time, determined by their application date. New students will be mailed



registration information prior to the new student registration cycle. Advising is required for students their first quarter.

ONLINE REGISTRATION

Personal Identification Number (PIN)

Your original PIN is a randomly assigned number. You will be assigned a PIN once you have completed your new student advising session. To change your PIN via the Web, follow these instructions:

Web (online)

- Go to Web site www.greenriver.edu
- Select "Online Services"
- Select "More"
- Select "Student PIN change"
- Enter Student ID
- Enter old PIN
- Enter new PIN
- Confirm new PIN
- Select "Change"

Getting Started

Web Inquiry Option

In addition to registering, the Web offers a variety of inquiry options. Once you have accessed the Web, a menu will walk you through the steps. The options available:

- Class Information
- Degree Audit
- Financial Aid Inquiry
- Hope Scholarship
- Registration Access Time
- Web Registration
- Schedule Planner
- Student Address
- Student PIN Change
- Student Schedule
- Tax Credit Information
- Unofficial Transcript
- Waitlist Inquiry and update
- Web Admissions Center

LAST DAY TO REGISTER

Students must register by the third day of classes. Students may not unofficially attend a class and register after the tenth day of a quarter. The only exceptions to this rule are identified late-start classes and those classes categorized as continuous enrollment, as indicated by the Curriculum Office.

Please note: A late fee of \$35 per class will be applied to all classes added after the tenth day of the quarter.

NO SHOW REPLACEMENT

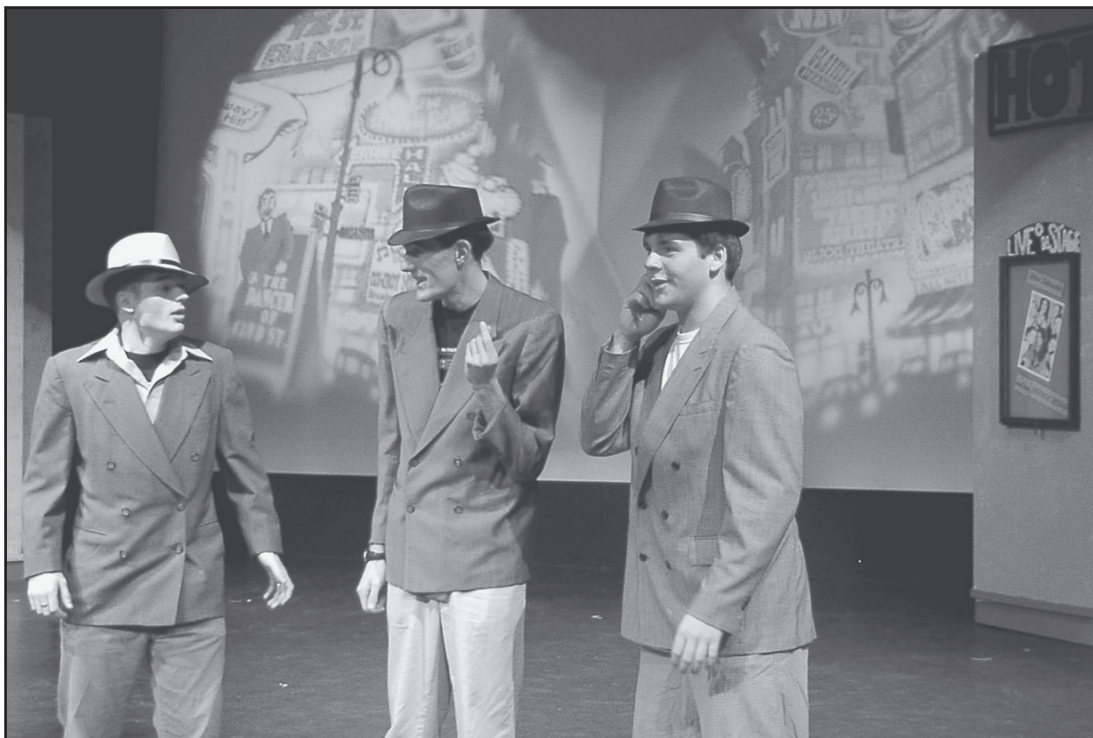
If a student misses the first three sessions of a day class or the first two sessions of an evening class without notifying the instructor, the student may be submitted as a 'no-show'. If submitted as a 'no-show', a "0.0" grade (failing) will be posted to the student's transcript at the end of the quarter. To have the failing grade removed from the student's permanent record, the student must officially withdraw him/herself from the class prior to the "last day to complete official withdrawal" date as published in the quarterly class schedule. It is the student's responsibility to complete and submit the required paperwork to Enrollment Services with the instructor's signature.

REFUND POLICY

When students reduce their class load or completely withdraw from school, whether they have attended classes or not, Green River will refund tuition for their dropped credit(s) according to the refund conditions listed below. **Fees are non-refundable after the first day of the quarter.**

Students will receive a 100 percent (less \$5.00) refund when:

- Students reduce their class load or completely withdraw from school, complete the Registration Change of Schedule form and submit it to Enrollment Services prior to or on the first official day of the quarter (or prior to or on the first session of class for identified late-start classes that begin after the first week of the quarter).
- Courses or programs are canceled by the college.



Getting Started

Students will receive an **80 percent** (less \$5.00) refund when:

- Students reduce their class load or completely withdraw from school, complete the Registration Change of Schedule form and submit it to Enrollment Services during the second through fifth day of classes of the quarter (or during the second through fifth day of classes of the quarter for identified late-start classes that begin after the first week of the quarter).

Students will receive a **40 percent** (less \$5.00) refund when:

- Students reduce their class load or completely withdraw from school, complete the Registration Change of Schedule form and submit it to Enrollment Services during the sixth through 20th calendar day of the quarter (or during the sixth through 20th day of the quarter for identified late-start classes that begin after the first week of the quarter).

Students forfeit all claims to refunds of tuition when:

- They discontinue their class or classes without completing the proper forms and procedures.
- They withdraw after the 20th calendar day of the quarter or after 25 percent of the course or program has elapsed, whichever comes first.
- They discontinue their class or classes because of misconduct.
- The Board of Trustees indicates in the college catalog, quarterly class schedule, and/or course announcement, that such fees are non-refundable.

Please note these additional conditions:

- Course fees for self-supporting, continuing education, and Kent Campus classes are exempt from this refund policy. (Contact the Continuing Education Office or Kent Campus for further information.)
- Exceptions may be made for medical reasons or unforeseen military duty. A written appeal must be sent to the Registrar with documented proof.
- The college will charge a refund-processing fee of five dollars (\$5.00).
- Refunds of less than five dollars (\$5.00) will not be made.
- Students who have paid fees for equipment or materials that have a return/refund value must have the responsible instructor or staff person complete the appropriate form approving the refund.
- Co-op, technology, and facility fees will be refunded for withdrawals through the first day of the quarter (or prior to or on the first session of class for identified late-start classes that begin after the first week of the quarter).
- Other fees that are non-refundable and not subject to this policy will be set by the college Board of Trustees and identified as such in the quarterly class schedule and/or course announcement.
- Special services fees (50 cents per credit) will be refunded for withdrawals through the first day of the quarter (or prior to or on the first session of class for identified late-start classes that begin after the first week of the quarter).

FORMS

Change of schedule forms, which enable students to request refunds, are available in Enrollment Services and on the Web (click on Getting Started, then Registration). Forms are also available for requesting an exception to the refund policy.

APPEALS

Students have the right to appeal refund decisions within one calendar year of their payment when there are special circumstances involved. All appeals must be submitted to the Registrar in writing with documentation.

REFUNDS/RETURN OF FEDERAL FINANCIAL AID FUNDS

Green River's tuition refund policy operates independently from the federal financial aid refunds policy required for financial aid recipients. Tuition refunds are not returned directly to financial aid recipients; they are returned to financial aid accounts.

When students withdraw from classes or stop attending before 60% of the quarter has elapsed, unearned Title IV federal funds (grant and loan) must be returned to the federal accounts by both the student and the college. The amount of earned and unearned funds is based upon the number of calendar days of class attendance. If the student attended 40% of the quarter, both the school and the student will be allowed to retain 40% of the eligible aid. The student and the college would then be required to return a portion of the unearned 60% of aid to the grant and loan accounts.

If the student shows eligibility for funds not yet disbursed, a late disbursement of aid can be made even though the student has ceased attendance.

RESIDENCY REQUIREMENTS

To be classified as a Washington resident for educational purposes and to qualify for resident tuition rates, students are required by state law to be either a:

1. Financially Independent Student:

- a. Have established a bona fide domicile in the state of Washington primarily for purposes other than education for the period of one year immediately before the first day of the quarter for which they have registered at any institution; **and**
- b. Be financially independent.

OR

2. Financially Dependent Student:

Be a dependent student, with one or both of their parents or legal guardians having maintained a bona fide domicile in the state of Washington for at least one year immediately before the first day of the quarter for which they have registered at any institution.

To apply for residency reclassification, students submit a residency questionnaire and provide the required documentation to Enrollment Services. Students may apply for residency reclassification through the 30th calendar day of the quarter. See residency questionnaire for complete details. Residency questionnaires are available in Enrollment Services, or by calling ext. 2500.

Getting Started

Note these additional points:

- Residence is not an equivalent of domicile only—must provide documentation supporting student's financial independent or dependent status.
- The domicile of a minor is normally that of the parent or legally appointed guardian.
- International students attending Green River who have been issued an I-20 form are classified as non-resident regardless of length of residency in Washington state.

Individuals who are not permanent residents or U.S. citizens *may* qualify for resident tuition, if they resided in Washington state for the three (3) years immediately prior to receiving a high school diploma, and completed the full senior year at a Washington high school,

OR

Completed the equivalent of a high school diploma and resided in Washington state for the three (3) years immediately before receiving the equivalent of the diploma,

AND

Continuously resided in the state since earning the high school diploma or its equivalent.

Please contact Enrollment Services for more information.

NONRESIDENT WAIVER

The Washington State Board for Community and Technical Colleges has authorized the colleges to waive a portion of the nonresident tuition rate for United States citizens and INS Permanent residents who have not met the above criteria for in-state residency. Green River honors this automatic waiver at the time student makes application to the college.

SCHEDULE CHANGES

The following are the processes for changing or discontinuing classes after students have registered.

ADDING OR DROPPING

Adding and/or dropping classes is a serious step and should not be taken without consulting a faculty advisor or an educational planner. Students are responsible for completing the add or drop sections of the registration form and presenting it to the Enrollment Services Office for processing.

Students may withdraw from the college or from classes until the last instructional day of the eighth week of the quarter during fall, winter and spring. For summer, see the quarterly class schedule for withdrawal dates.

Students will need to follow the procedure below to add a class, change sections or drop a class:

1. Obtain a change of schedule form from Enrollment Services.
2. With the assistance of a faculty advisor or an educational planner, fill in all the information requested on the form.
3. If the change occurs after the third day of classes, obtain the signature of all instructors involved.
4. When adding a class, students must present the change of schedule form to Enrollment Services before paying any fees to the Cashier's Office. Please note: A late fee of \$35 *per class* will be applied to all classes added after the tenth day of the quarter.
5. Class changes occurring after classes begin may result in additional charges in conjunction with the refund policy. See College Costs, pages 16-17.

WITHDRAWAL FROM CLASSES

During the first three days of the quarter, students may withdraw from any class without an instructor's signature. After the third day, students must secure each instructor's signature. If students withdraw after the third week of the quarter, a "W" will be posted to their permanent record. Failure to withdraw may result in a grade of 0.0 posted to transcript.

Students may withdraw from the college or from classes until the last instructional day of the eighth week of the quarter during fall, winter and spring. For summer, see the quarterly class schedule for withdrawal dates.

Regulations pertaining to withdrawal from individual classes also apply to withdrawal from the college. In both cases, students should complete a change of schedule form to guarantee the accuracy of their permanent records and to begin refund procedures when applicable.

Please refer to the college's Academic Standards and Progress Policy in the student handbook.

Step 7 Access Resources

Become familiar with the many academic and personal resources offered at Green River. Examples include child care, transportation, Counseling and Health Services, Women's Programs, tutoring, and Disability Support Services. See Student Resources (pages 19-26).



Student Resources

Student Resources

BOOKSTORE

The Paper Tree Bookstore
(253) 833-9111, ext. 2069

The Paper Tree bookstore is located on the first floor of Lindbloom Student Center. Students can purchase textbooks, art and engineering supplies, computer software, greeting cards, college sweatshirts, candy and more. The Paper Tree also offers movie rentals, fax services, and shipping services. Students can now order their textbooks and software online at: www.greenriver.edu/bookstore.

The Paper Tree is open Monday through Thursday from 7:45 a.m. to 7:30 p.m. and Friday 7:45 a.m. to 4:00 p.m. Hours vary during summer quarter.

Refunds on textbooks are made the first 15 days of each quarter, except summer quarter. Receipts are required for any refund or exchange.

CAREER AND EMPLOYMENT CENTER

(253) 833-9111, ext. 2555

The Career and Employment Center offers a variety of services to students, staff, and community members. The center provides assistance with the identification of an appropriate career direction, job search resources, resumes, interview skills, occupational and labor market information, and Cooperative Education internships. The center is located in the Lindbloom Student Center, Room 225. Call (253) 833-9111, ext. 2555 for more information.

CHILD CARE CENTER

(253) 939-7400

The college's childcare center is adjacent to the main campus on 124th Avenue SE. The center accommodates children from six weeks to five years old. Scholarship assistance is available. For more information, call the center at (253) 939-7400.

CONTINUING EDUCATION

(253) 833-9111, ext. 2535

Green River Community College realizes education is a never-ending process. Continuing Education programs at Green River help people learn new skills, explore different fields and update techniques in a career or a favorite pastime. Classes and seminars are conveniently scheduled for adults, during the evening hours and on weekends at various locations around South King County. See other campus locations on page 23.

Continuing Education classes are non-credit and self-supporting. Classes are financed by student participation fees and not by state tax funds.

Any person 18 years of age or older may enroll in Continuing Education classes by completing registration and paying the class fee. You will not be required to complete college admissions procedures.

The Green River quarterly class schedule features all Continuing Education courses.

Professional Education

A number of Continuing Education classes are designed to meet the needs of professionals, such as those in business management and real estate. Often courses are tailored in cooperation with professional organizations and associations to upgrade existing skills. Professionals can also earn credits for college, clock hours, continuing education units or specific requirements for licensing or certification. Online professional education classes are taught through our distance learning program at www.ed2go.com/greenriver.

Lifelong Learning

The objective of lifelong learning classes is to provide educational opportunities for persons not seeking a degree but seeking direction in creative, leisure and personal enrichment activities. Taught by professionals and qualified hobbyists, these non-credit special interest classes include subject areas such as: personal finance, computers, creative arts and writing, home and garden, conversational foreign languages, music, dance, fitness and other special topics. Classes are changed frequently to meet community need and are open to people at all skill levels.

Small Business

In partnership with the Washington State Small Business Development Center, and Green River Community College's Small Business Assistance Center in downtown Auburn, Continuing Education offers a number of classes for the small business and the budding entrepreneur. These courses are designed for those who need specific hands-on information that can be implemented quickly and produce results.

Job Training

Short-term, non-credit job training programs are designed for the individual who wants training for an entry-level position, or who is combining the program with previously developed skills to move in a new career direction. These programs are typically one quarter or less and meet during evenings and weekend hours.

COUNSELING

(253) 833-9111, ext. 2460

Short-term personal counseling services are available to Green River students whose personal concerns are interfering with their educational success. Professional counselors provide support, teach new coping skills, and help students access community resources. Workshops and counseling groups are offered each quarter. Counseling is confidential and free to students. The Counseling Services Office is located on the second floor of Lindbloom Student Center.

Student Resources

DISABILITY SUPPORT SERVICES (DSS)

(253) 833-9111, ext. 2631

The college encourages all students to achieve the highest level of skill development possible and to achieve the ability to function independently. Green River is committed to equal access to all campus programs and activities.

The campus is designed to be physically accessible to all students. Wide, paved walkways connect the campus buildings, and special doors and ramps make access to buildings easy. Disability Support Services offers accommodation support services on a case-by-case basis to qualified students with documented disabilities. Services include: campus orientation, sign language interpreters, notetakers, test scribes, readers, taped textbooks, use of assistive technology, FM systems, and assistance in referring students to other College programs, community agencies and services designed to meet the individual access needs of each student. Contact the DSS director to discuss accommodation requests. DSS is located in LSC.

DIVERSITY SERVICES

(253) 833-9111, ext. 2403

The goal of Diversity Services is to promote an open campus environment that supports and reflects the histories and experiences of under-represented students. The office sponsors campus community events and educational workshops that create opportunities for constructive dialogue about diversity issues, while celebrating different cultures. Diversity Services also encourages students to express pride in their identity, ethnicity, and culture by joining student associations which include but are not limited to the Multicultural Student Alliance, Black Student Union, Asian Student Union, Native American Student Association, Latino Unidos, and the Gay/Straight Alliance. All students are welcome to participate.

The services available through the Diversity Services office and through networked referrals include:

- Mentoring Program
- Washington Achiever's Scholars Program
- Students of Color Conference
- Scholarship Advocacy



Student Resources

FOOD SERVICE

(253) 833-9111, ext. 2396

The Gator Grille, in Lindbloom Student Center, provides a variety of quality food and professional services. It offers nutritional, well-balanced entrees daily and maintains a variety of convenient food items. Hours are Monday through Thursday, 7 a.m. to 7 p.m., and Friday, 7 a.m. to 2 p.m. Hours are shorter during summer quarter and quarter breaks.

HEALTH SERVICES

(253) 833-9111, ext. 2430

Green River's Health Services coordinator provides programs that educate and inform the campus on a variety of health care topics, with an emphasis on prevention. The coordinator keeps office hours for drop-in students, for referrals to community physicians, clinics and agencies, and for minor first aid treatments. Students may contact Health Services to learn about existing health-related support groups or for assistance in organizing new support groups.

Health Services is located in Lindbloom Student Center. If you need help with any health-related subject, stop by the Health Services Office in person or call the office at ext. 2430.

HOLMAN LIBRARY

(253) 833-9111, ext. 2090

Green River Community College's Holman Library provides students, faculty, staff and the surrounding community with resources and services for finding, evaluating and using information.

Users of Holman Library's collections have access both on-campus and from their homes and offices to full-text databases and the library catalog through the library's Web site: www.greenriver.edu/library/. The library catalog leads users to 40,000 books, 327 periodical subscriptions, videotapes, audiotapes, and other resources in the collection. Through full-text databases such as ProQuest Direct, the Health Reference Center, and Ethnic NewsWatch, the library offers access to over 2,000 magazines, journals and newspapers. Interlibrary loan services provide additional access to library collections throughout the United States.

Funded by the student technology fee, the Information Commons in Holman Library features over 100 networked computers with access to the library catalog, full-text databases, MS Office applications and the Internet. One of the newer buildings on campus, Holman Library has extensive study space for groups and individuals.

Our librarians offer credit courses in research skills and information retrieval as well as class sessions in beginning and specialized search techniques.

Green River student identification is required for most services provided by Holman Library. This card is free and is available at the Paper Tree bookstore with proof of registration. Lost cards may be replaced for \$10.00.

The Media Services department, located on the first floor of the library building, provides audiovisual services to faculty in the classroom and to students for class projects. Equipment and media production assistance must be scheduled 24 hours in advance. The faculty has access to digital video editing and sound recording services.

HOUSING

(253) 833-9111, ext. 3620

ON-CAMPUS HOUSING

Campus Corner Apartments is an apartment-style living community located on campus. Each unit is fully furnished and includes a kitchen, dining/living area, two bathrooms and four private bedrooms. Laundry facilities are located in the central Community Building, a short walk away. The cost includes all utilities, Internet, cable TV and local phone plan.

To qualify for Green River student housing the student must be, throughout the term of the quarterly contract, registered at Green River and enrolled in at least three of four quarters with a minimum of 10 credit hours per quarter, or registered as a student in a program approved by Green River.

For more information, go to the college Web site, www.greenriver.edu, and click on "On-Campus Student Housing" or call 253-876-0700.

HOMESTAY & HOMESHARE

In addition to on-campus housing, international students have options that include Homestay and Homeshare Placement.

Homestays allow international students to live with host families. Homestay students have a private bedroom and they share living expenses of approximately \$500 per month.

Homeshare/Placement is available on a limited basis. International students share a home with other international students, and prepare their own meals. An agreement is signed between the homeowner and the student upon arrival, and the homeowner provides an airport greeting. The cost is approximately \$400 per month.

INTERNATIONAL PROGRAMS

(253) 288-3300

The International Programs staff at Green River Community College is dedicated to assisting international students. The staff consists of advisors, housing coordinators, activity coordinators, and support staff, all of whom are committed to providing quality service. International students are offered services such as assistance with immigration issues, admissions, orientation, academic and cultural advising, housing assistance, transfer advising, and help getting involved in campus activities. For more information, contact the International Programs Office at (253) 288-3300 or visit the Web site at www.greenriver.edu/international.

Student Resources

OTHER CAMPUS LOCATIONS

KENT CAMPUS

417 Ramsay Way, Suite 112
Kent, WA 98032
(253) 833-9111, ext. 5000

Kent Campus offers many of the same services and programs as the main campus: Academic transfer courses such as English, mathematics, humanities, social sciences and business; Running Start, High School Completion; Adult Basic Education, GED, and ESOL; Registration, cashiering, advising, COMPASS testing, textbook sales and buyback, a full array of library services and ample parking. Kent Campus also offers a wide variety of non-credit, non-business and contract training programs.

The Kent Campus, located within the new Kent Station, offers a unique study environment, with great restaurants, coffee shops, and wireless Internet access. Close to the Kent Library, King County Regional Justice Center, Sound Transit Commuter Train and bus station, and Highway 167.

ENUMCLAW CAMPUS

1414 Griffin Ave., Enumclaw, WA 98022
(253) 833-9111, ext. 3400 or (360) 829-2450

The Enumclaw Campus, located 15 miles south of Auburn in downtown Enumclaw, is an extension of Green River Community College. The campus offers a variety of credit and non-credit classes serving the needs of the Enumclaw community and surrounding plateau area. Instructional programs include: credit core classes, adult basic education, GED, Running Start for high school students, ESOL, business and career education, self-paced lab classes, distance learning, and non-credit community education classes.

The Enumclaw Campus offers a personalized environment to students seeking degrees or personal enrichment, and to businesses who send employees for business training. Student services and programs such as student orientations, registration, advising, placement testing, and women's programs are also offered at various times throughout the quarter.

In addition, a small business counselor, as an extension of the College's Auburn Small Business Assistance Center, is on site.

SMALL BUSINESS ASSISTANCE CENTER

IN THREE LOCATIONS:

Auburn Small Business Assistance Center
110 2nd St. SW, Suite 135, Auburn, WA 98001
(253) 333-1600 or Fax (253) 333-4940

Enumclaw Campus Small Business Assistance Center
1414 Griffin Ave., Enumclaw, WA 98022
(253) 288-3400

Kent Campus Small Business Assistance Center
417 Ramsay Way, Suite 112, Kent, WA 98032
(253) 856-9595 or Fax (253) 333-4972

The Green River Community College Small Business Assistance Center is designed to provide technical assistance to small businesses in the South King County area. Individual counseling sessions provided by a certified business counselor offer business owners the chance to tackle and solve new business challenges. In addition, assessment, referrals and small class training sessions are offered to meet the needs of local businesses. Lending options are presented for those clients needing capital. The Green River Community College Small Business Assistance Center is part of the statewide Small Business Development Network. The mission of the Small Business Assistance Center is to improve the profitability of independent businesses, thereby stimulating economic growth in our community.

Appointments can be made to meet at the Center or at your place of business.

Please call the Center to set up an appointment.

PARKING

(253) 833-9111, ext. 3350

The college provides parking facilities for students and college employees. All vehicles parked on campus must be registered. Registration forms for vehicles are available at Security in the AD Building or Cashier's Office in the LSC. Staff pays a fee for parking in designated staff parking stalls. The college has designated parking for persons with disabilities, carpool, motorcycles, staff and the Parent Observation Lab. Additional off-campus parking is available at Pacific Raceways (east of Highway 18) and Family of Grace Lutheran Church (three blocks north of campus). Shuttle vans make continuous trips from both of these locations to Holman Library. The campus speed limit is 10 miles per hour. All traffic and parking rules are enforced by campus security.

SECURITY

(253) 833-9111, ext. 2250

The Campus Security Office is located in the Administration Building. Business hours are from 8:00 a.m. to 5:00 p.m. Security assists with emergency aid, patrols parking lots, issues violation tickets, takes the lead in crime prevention and investigation, performs security checks of campus buildings at night and oversees after-hours facility access. Security is available 24 hours a day by calling (253) 288-3350. In the case of a life-threatening emergency please use the following directions: From a campus extension, dial "9" plus 9-1-1. From a pay phone, dial 9-1-1 direct. Notify Security immediately. From a campus extension, dial ext. 2250. From a campus payphone, press the "campus security" button, which automatically dials the security office at no charge. To contact Security for all other non-life threatening emergencies, using a campus extension, dial ext. 3350.

STUDENT HANDBOOK

The College produces an annual student handbook which is available at the Student Life Information Center. The handbook explains current student services, college and academic resources, as well as policies and procedures.

Student Resources

STUDENT INSURANCE

(253) 833-9111, ext. 2050

Students may choose to participate in a comprehensive insurance program. Information is distributed by and premiums are collected in the Cashier's Office in Lindbloom Student Center.

TECHNOLOGY CENTER

This new two-story building has classrooms on the lower level and an information commons, IT help desk, and special laptop classrooms on the upper level. Home to the college's Aviation, Geographic Information Systems (GIS), and Computer Information Systems programs, public spaces within the building include a coffee shop with wireless Internet access and an information commons with over a hundred computers for students to use in pursuit of their academic goals.

TRANSPORTATION

(253) 833-9111, ext. 2566

Students are encouraged to ride the bus or to carpool to campus. Bus route 164 runs from downtown Kent to the East Hill on its way to Green River. Bus route 181 runs from Federal Way through downtown Auburn to Green River. Carpools are encouraged with financial incentives as well as preferred parking. A transportation board, posted with bus route maps and ride share information, is located in Lindbloom Student Center. More information on transportation is available at the Campus Security Office.

TRIO/STUDENT SUPPORT SERVICES

(253) 833-9111, ext. 2655

TRIO is a U.S. Department of Education federally funded student support services program designed to provide services to first generation college students, low income students, and/or students with disabilities. The program is geared to help students improve academic skills primarily in the areas of reading, writing, and math and to increase retention and graduation rates.

Some of the services offered include assistance in securing financial aid and scholarships, career and educational planning, tutoring, cultural experiences, and transfer information. Green River welcomes students for whom attending college is a new and challenging experience.

The TRIO/Student Support Services offices are located in Lindbloom Student Center.

TUTORING SERVICES

MATH TUTORING SERVICES

(253) 833-9111, ext. 4498

Supplemental math learning services and resources are available through the Math Learning Center (MLC) and the MLC Transaction Office. The MLC has a network of computers with math and math-related courseware, along with an office suite for report writing and presentations. There are math videos for selected math courses and topics that can be checked out or viewed on the VCRs in the MLC. In addition, there are supplemental textbooks that can be checked out for the quarter and various handouts on math concepts and study skills.

Drop in tutoring is also available at no charge to students. We employ student peer tutors to provide assistance for students' math learning needs. However, MLC peer tutors are not meant to take the place of math instructors. Our student tutors have been approved by the Math Division faculty and are supervised by a member of the college staff.

The Math Learning Center is a place to study individually or in small groups. The Math Learning Center supervisor, a member of the college staff, also works with students on special problems, helps to organize workshops, and refers students to other campus resources as needed. The MLC also has a graphing calculator rental service to serve students who are enrolled in math classes that require this device.

The MLC is located in the SMT building, room 355. For the current tutor and Transaction Office schedule, you may call ext. 4498.

OTHER TUTORING SERVICES

(253) 833-9111, ext. 2325

If you need help keeping up with your classes, you can get free tutoring at Student Learning Services. Students (who have been approved by the faculty) help other students with English, math, science, social science, computer science, business, foreign language and basic skills. The tutors are supervised by a member of the college staff, who also work with students on special problems, organize study groups and skill-practice training sessions, and refer students to other campus services.

The Student Learning Services office is located in Holman Library, second floor. Some tutoring is also available by appointment for times other than open hours.

Evening students should call to make an appointment for tutoring.

Writing assistance is available at the Writing Center, located in the Rutkowski Learning Center. For information please visit www.greenriver.edu/writingcenter/.

THE WRITING CENTER

(253) 833-9111, ext. 2166

The Writing Center offers one-on-one consulting services for students at all stages of the writing process. Whether you have a question about grammar and usage or need help brainstorming ideas or focusing in essays—faculty and student tutors are there to help.

Though the Center cannot guarantee you error-free papers, they can help you to improve in the areas you choose to work on with a tutor, and make you feel more confident about your written work.

VETERAN'S SERVICES

(253) 833-9111, ext. 2466

A representative is available in the Lindbloom Student Center, to assist veterans. All paperwork or questions regarding veterans' programs and benefits should be addressed to the Veteran's Office staff in LSC-245, in the Financial Aid Office. The Veteran's Office can also be reached via e-mail at veterans@greenriver.edu. See Enrollment Services regarding veterans' tuition discounts.

Green River's academic programs of study are approved by the Higher Education Coordinating Board's State Approving Agency (HECB/SAA) for enrollment of persons eligible to receive educational benefits under

Student Resources

Title 38 and Title 10, U.S. Code. All payments are made directly to students. It is the responsibility of the student to complete applications, file reports when due, and maintain contact with the Veterans' Administration and the college regarding changes in information, programs or attendance.

When initially applying for educational benefits, it is necessary to provide a certified copy of the veteran's DD-214 to the Veteran's Office. If the veteran has previous college credits, a transcript and another certified copy of the veteran's DD-214 must be turned in to Enrollment Services and translated prior to the completion of the second quarter so that benefits are not interrupted.

To receive educational benefits from the Department of Veterans Affairs, a veteran must make satisfactory progress toward completion of an approved program by following an approved program outline. To make satisfactory progress, a student must maintain a cumulative GPA of 2.0 in the approved program. The Veteran's Office must monitor grades on a quarterly basis, as well as track attendance on a monthly basis.

A veteran receiving educational benefits who fails to make satisfactory progress in a given quarter will be placed on probation at the end of that quarter. A veteran receiving educational benefits who fails to make satisfactory progress in two consecutive quarters will be decertified. The student will successfully have to complete one quarter, without benefits, earning at least a 2.0 GPA, before being certified for educational benefits again.

WOMEN'S PROGRAMS

(253) 833-9111, ext. 2547

Women's Programs provides education and support services for campus and community women and men with an emphasis on promoting a successful entry and adjustment to college life.

Information and referral services are provided for resources both on and off campus on a wide variety of subjects. Students can learn how and where to get help with the following:

- Re-entering school (special assistance for returning women in transition including how to start school).
- Using other resources on campus such as financial aid, health services, career planning, tutoring, counseling, and services for displaced homemakers, WorkFirst, and Worker Retraining.
- Referrals to off-campus resources for help with issues such as childcare, financial assistance, legal matters, health care, domestic and sexual abuse, and housing.

GETTING INVOLVED ON CAMPUS

Student Life
(253) 833-9111, ext. 2400

Learning experiences outside the classroom are a vital part of the collegiate atmosphere students will find at Green River. Meet new people and get involved on campus through clubs, forums, musical entertainment and other special events. The events are all coordinated by students, so students can get involved not only by participating but also by producing the activities. Visit the Student Life office for more information. The following are descriptions of activities students can get involved in at Green River.

ATHLETICS

Student Life
(253) 833-9111, ext. 2480

Green River offers a wide range of athletics for both men and women. Green River competes in the NWAACC, with 39 member schools located in Washington, Oregon, Idaho, and British Columbia. All athletic events are free for Green River students.

Men compete in baseball, basketball, golf, soccer and tennis. Women compete in basketball, golf, soccer, softball, tennis, and volleyball.

CLUBS

Student Life
(253) 833-9111, ext. 2415

Meet new people and get involved on campus through clubs, forums, musical entertainment and other special events. The events are all coordinated by students, so students can get involved not only by participating, but also by producing the activities. Visit the Student Life office for more information.

THE CURRENT (STUDENT NEWSPAPER)

Student Life
(253) 833-9111, ext. 2375

Develop skills in preparation for a career in journalism or simply add to your college experience. The college newspaper, The Current, is published by and for students during the regular school year. It helps inform students about activities and provides students hands-on experience in newspaper production.

FITNESS AND WELLNESS CENTER

Student Life
(253) 833-9111, ext. 4140

Here is your opportunity to participate in physical activity on campus! Use of the equipment in the Fitness and Wellness Center (F&WC) is free to students during posted open hours. The F&WC is in the building located between the gymnasium and International Programs. You will discover an impressive array of equipment, including StairMasters, stepmills, treadmills, rowing machines, Nordic Tracks, Cybex bicycles, stationary bicycles, and Reebok elliptical trainers. Fitness and wellness opportunities on and off campus, such as local fun runs and campus-sponsored activities, are posted on the bulletin board.

Student Resources

Classes for credit are also offered in the F&WC and the gymnasium. Meet your fitness needs with bench aerobics, kick box aerobics, karate, dance, physical fitness lab, aerobic walking, jogging, weight training, and numerous court games and team sports. For more information call ext. 4140 or ext. 2498.

INTERURBAN CENTER FOR THE ARTS

(253) 833-9111, ext. 2735

The Interurban Center for the Arts is a division of the Green River Community College Foundation. It is a community outreach arts program intended to introduce elementary school children and their parents to the arts. We serve twenty area elementary schools with our visual arts program. If you would like to volunteer in the office or present an art lesson in an elementary school, call ext. 2735.

KENU 1330 AM RADIO

(253) 833-9111, ext. 3388

KENU is an AM radio station owned by the Green River Community College Foundation and operated by students in the radio broadcast program. The radio station's digital broadcasting operation offers a unique training opportunity for students. There are no records or CDs at KENU; all of the programming is on a computer hard drive. The station, which features a Modern Dance/Techno music format, can be heard throughout South King and northeastern Pierce counties.

KGRG 89.9 FM RADIO

(253) 833-9111, ext. 2188

KGRG is a "New Rock" music station operated by the students of Green River Community College. The high-profile station operates 24 hours a day, 365 days a year. KGRG broadcasts at 89.9 FM in South King County and 89.3 FM in Pierce County. Live remotes, concerts, sports broadcasts, news and public affairs round out KGRG's broadcast schedule. KGRG serves the Seattle-Tacoma area and is a great vehicle to prepare students for a career in broadcasting.

COMMUNITY LEADERSHIP, EDUCATION AND OUTREACH (CLEO)—LEADERSHIP PROGRAM

Student Life

(253) 833-9111, ext. 2415

Green River's leadership program, CLEO, is a unique opportunity within the Washington community college system for self-motivated, hard-working students to challenge themselves and gain substantial work experience.

Qualified students learn valuable skills with hands-on experience in managing a program while at the same time earning money. Each position assumes responsibility for planning, organizing, and implementing activities to meet the varied needs of Green River students, faculty, staff, and surrounding communities. Participants spend a portion of their time in workshops and training sessions that supplement their on-the-job training. Some of the coordinator positions include: Artist & Speakers Series, music and entertainment, outdoor programs, international student ambassadors, and multicultural services coordinators.

PERFORMING ARTS

For more information, visit www.greenriver.edu/studentprograms

Check out:

- Heavier Than Air Family Theatre
- Theatre Extemporé
- Rendezvous

There are plenty of opportunities at Green River to develop skills in music or drama. The college is home to Rendezvous, a vocal jazz ensemble, and two theater groups. Theatre Extemporé is tailored to adults, while Heavier Than Air Family Theatre Company, our resident community theater group, is designed for families with children. You are invited to try out for all productions.

Auditions for Heavier Than Air Family Theatre and Theatre Extemporé are held during the first week of each quarter. Auditions for Rendezvous are held early in fall quarter.

For ticket information call Student Life at ext. 2400.

RECREATION

Student Life

(253) 833-9111, ext. 2415

Green River offers competitive and noncompetitive recreation during the noon hour. Students can meet other students while participating in intramural leagues, tournaments, and fitness classes. The open gym time is available to everyone. Other activities include volleyball, basketball, pickleball, indoor soccer and aerobics classes.

Students can also participate in off-campus, outdoor activities such as skiing, snowboarding, whitewater rafting and camping.

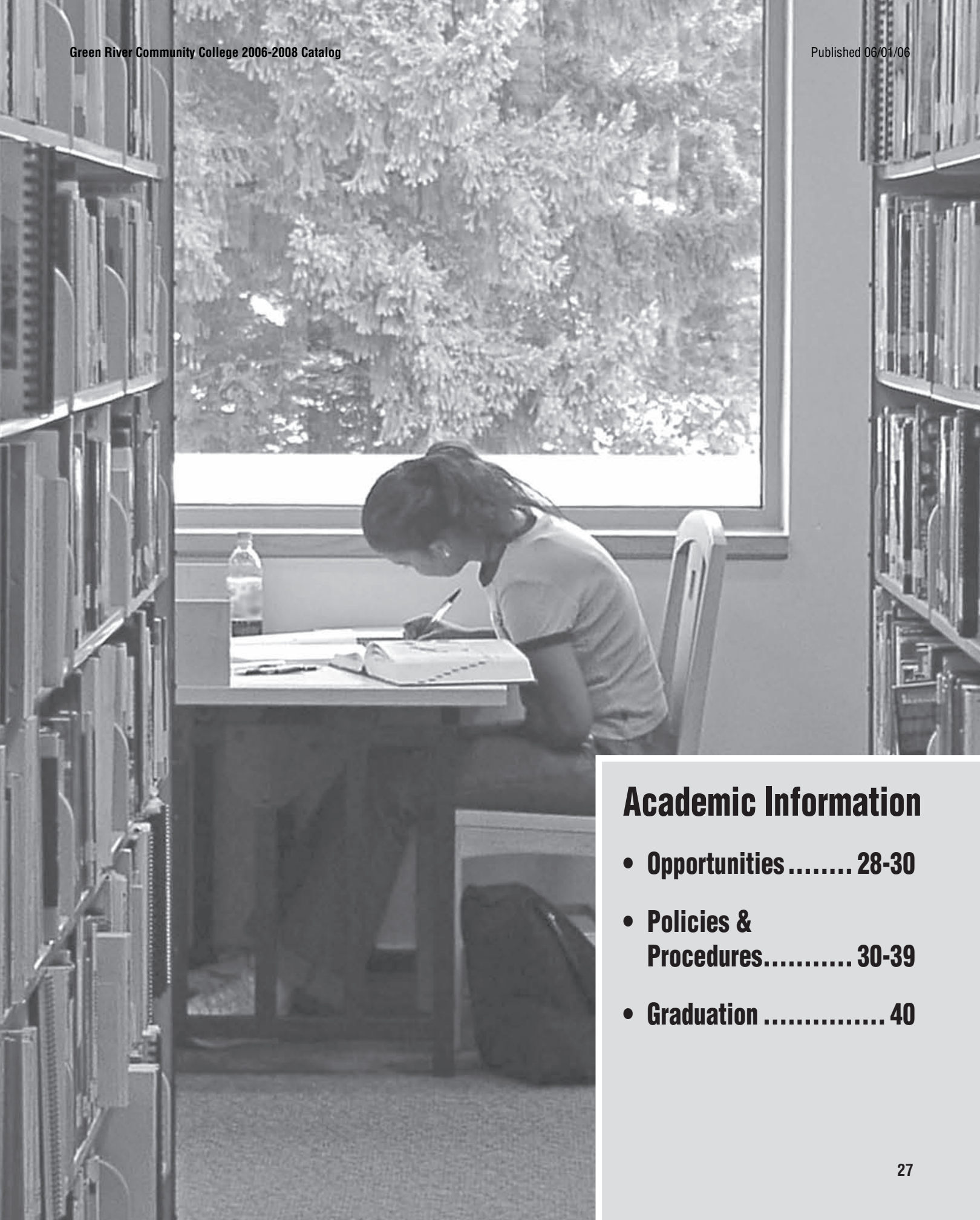
STUDENT GOVERNMENT

Student Life

(253) 833-9111, ext. 2415

Students can develop leadership skills and take an active role in governance of the college through student government. The major objectives of the Associated Students of Green River Community College are to provide the opportunity for student organization, to promote growth of the academic and social life of students, and to help further student relations with the total college community. It's another way Green River offers students a complete college experience.

See the Student Handbook for the Constitution of the Associated Students of Green River Community College.



Academic Information

- **Opportunities 28-30**
- **Policies & Procedures..... 30-39**
- **Graduation 40**

Academic Information

ACADEMIC OPPORTUNITIES

ADULT BASIC EDUCATION

(253) 833-9111, ext. 2315

Green River's basic skills program is designed for adults who may have experienced educational gaps and missed the opportunity to develop certain skills or complete necessary steps in their education. This program will help improve performance in areas considered basic to successful adjustment and achievement in the community college and in life.

Green River offers different kinds of help, from traditional-style classes to individualized instruction for particular skill development. Our goal is to work with students to fill in their educational deficiencies, develop study skills, and discover career potential. The instructors are committed to helping students meet their educational goals. Students may work on GED preparation, basic reading, writing, and mathematics, career exploration, and study skills.

Self-improvement and understanding, based on individual needs rather than group competition, are the foundation of the ABE program. Students participate in the planning and evaluation of the quality and quantity of their work. They work at a realistic pace in terms of their strengths and needs.

These classes are designed for adults who want to improve, refresh or learn basic skills in English writing, reading, and math or computation. These classes are also helpful for students who wish to refresh their skills in order to assist children with homework and for those people who need to refresh skills for a job or job promotion. Classes are offered in morning, afternoon and evenings at the college and at several off-campus sites. Times may vary from site to site.

DISTANCE EDUCATION

(253) 833-9111, ext. 3354

Distance Learning courses offer students additional opportunities to pursue courses, degrees, and certificates that might not otherwise be available to them. These courses utilize educational technologies such as course delivery systems, e-mail and the Internet, in addition to text materials to assist students. Some of the distance learning courses, FLEX courses and telecourses in particular, may require on-campus meetings for orientation, discussion, or testing. Although distance learning courses are convenient, to be successful students need to have strong motivation, self-discipline, and good learning skills.

The current quarter's distance learning course offerings can be viewed by visiting <http://www.greenriver.edu/distance>. This website lists the courses; the instructor's for each and has links to the class websites.

Green River offers the following types of Distance Learning Courses.

GREEN RIVER ONLINE COURSES

Green River faculty have adapted courses they regularly teach in the classroom for online delivery using a course delivery system and the Internet. Internet access and an email address are required for these courses. Students who are comfortable with computers and the World Wide Web will enjoy the flexibility that online courses provide. Most Green River online courses use Blackboard's course delivery system. Please go to www.greenriver.edu/distance for the current schedule and directions to your course.

FLEX—Flexible Learning Experience

FLEX courses are developed by Green River faculty and combine online learning with the traditional classroom format.

Class meetings are held according to a schedule provided by the instructor, with the remaining coursework completed utilizing the Internet and established Web sites. Visit www.greenriver.edu/distance for the current schedule and more information about your course.

Telecourses

Telecourses bring the classroom to your television set. Students view videocassettes and read accompanying texts, send in assignments, as well as attend a few on-campus meetings. If you do not have access to a VCR, you may choose to view the videotapes in the college library. Visit www.greenriver.edu/distance for the current schedule and information about your course.

Washington Online Internet Courses

A few of our online courses are offered by Washington Online. WAOL courses are developed by college instructors from around the state and function just like our online courses. All WAOL courses use Blackboard courseware but on a different website than Green River online courses. If you have questions about WAOL courses, call 1-888-580-9011 or visit their Web site at www.waol.org. To see which WAOL classes we are offering and to find directions to the WAOL Blackboard website visit the Distance Learning Web site at www.greenriver.edu/distance.

Distance Learning Self-Assessment

Distance Learning classes are rigorous and require students to structure their own schedules to include the assignments and requirements of the class. These courses may require more readings and assignments to ensure that students will cover the same material as an equivalent on-campus class. Distance Learning courses have many opportunities for students to communicate with their instructors through online discussion boards, e-mail, and telephone.

To assess how well online learning would fit your circumstances, visit www.greenriver.edu/distance/newpages/questionnaire.htm.

Academic Information

ENGLISH FOR SPEAKERS OF OTHER LANGUAGES (ESOL)

(253) 833-9111, ext. 2315

ESOL classes are designed for non-native speaking adults who want to improve their English language fluency, reading, writing, speaking, listening, and basic computer literacy skills. ESOL classes are offered for all immigrants and refugees. Classes provide life skills, job skills, and preparation for academic classes. Classes are available in the morning, afternoon, and evening at the college and at several off-campus sites.

INTENSIVE ENGLISH AS A SECOND LANGUAGE (IESL)

(253) 833-9111, ext. 3300

Green River's Intensive English as a Second Language (IESL) program is designed to give international students the strong English communication skills necessary for success in college. The IESL program is for students who score lower than 500 on TOEFL.

The program includes five levels of courses in speaking and listening (oral), grammar, writing, reading, and optional TOEFL. Free tutoring is available for IESL students. Classes meet four hours a day, five days a week, with a special schedule during summer quarter. After successfully completing the IESL program, international students can enroll directly in Green River's academic classes.

PROJECT TEACH

(253) 833-9111, ext. 4361

Project TEACH is a pre-service teacher preparation program designed to provide future educators with seamless pathways to teaching careers. Programs include certificates and degrees for those interested in early childhood education, para-education positions, and transfer to complete full teacher certification. Future elementary teachers can complete an Associate Pre-Professional degree in Elementary Education. Future secondary teachers of math and science can also complete specialized AA or AS-T degrees.

GRCC also provides a Teachers of Tomorrow club; specific courses to fit the needs of educators; many opportunities to connect with teachers in K-12 classrooms; scholarships; and knowledgeable faculty advisors to help students plan their teaching career path.

In collaboration with Project TEACH, Central Washington University (CWU) offers a BA in elementary education with a science education focus on the GRCC campus.

For more information about Project TEACH, visit our Web site at www.projectteach.org.

RUNNING START

(253) 833-9111, ext. 2641

Running Start, a program created by the Washington State Legislature, provides an opportunity for academically qualified high school juniors and seniors to take college courses as part of their high school curriculum. Students are allowed to take only courses numbered 100 or higher (transfer level) and they must take a writing, reading, and math assessment prior to enrolling to verify that they are eligible to take college-level courses. Students are required to coordinate their admission into the program from local, state-funded high schools. Students attending private or home schools are therefore required to contact their local public high school to gain admission.

Running Start students take college classes tuition-free but are required to pay for textbooks, supplies, and any special class fees.

The decision to begin college early is an important one. We recommend that students discuss this decision carefully with parents or guardians and high school counselors. Please pick up a copy of our Running Start Handbook in Educational Planning for more information on this exciting opportunity.

STUDY ABROAD

(253) 833-9111, ext. 2160

Green River Community College provides students the opportunity to study abroad while earning Green River transferable credits. Students typically receive 15 academic transfer credits for a ten-week program of study which is taught by faculty meeting the same credential requirements as on-campus classes. Classes are often taught in a coordinated fashion, taking advantage of the local history, art, language and culture to enrich the experience. Courses and classes are subject to the same standards as on campus. Experienced program partners provide extensive logistical support and operations. Programs are currently available in Australia/New Zealand, England, Italy and Costa Rica.

Visit www.greenriver.edu/studyabroad for more information.

TECH PREP

(253) 833-9111, ext. 2581

Tech Prep gives students an opportunity to get a jump-start on their future by preparing for college and a career while still in high school. The Tech Prep "Direct Credit" Program allows students to earn both high school and community/technical college credit for completing select high school courses with a grade of "B" (3.0) or higher.

Earning Tech Prep "Direct Credit" is as easy as 1-2-3:

1. Enroll in the high school class(es) offering Tech Prep "Direct Credit;"*
2. Complete the registration process and submit a one-time \$15 registration fee; and
3. Earn a "B" (3.0) grade or higher.

Academic Information

Eligible Programs at Green River may include:

Accounting
 Administrative Assistant
 Automotive Technology
 Auto Body Technology
 Aviation Technology
 Business Applications Specialist
 Business Sales and Supervision
 Computerized Machining and Manufacturing Technology
 Drafting Technology
 Early Childhood Education
 IT Information Assurance
 IT Networking
 Legal Administrative Assistant
 Manufacturing Technology
 Medical Office Assistant
 Natural Resources
 Network Technology
 Residential & Light Commercial Carpentry
 Welding Technology

Program availability may vary. Contact the Tech Prep Consortium office for details at (253) 833-9111, ext. 2581.

WASHINGTON STATE CENTER OF EXCELLENCE FOR CAREERS IN EDUCATION

(253) 833-9111, ext. 4360

The Washington State Center of Excellence for Careers in Education, housed at Green River Community College, provides support, mentoring, and advising to community colleges and their K-20 partners for the creation and expansion of career-ladder programs in education. The Center provides a yearly best practices conference, a comprehensive Web site, curriculum development and dissemination, and training for K-20 instructors and para-professionals.

WORKER RETRAINING AND WORKFIRST

(253) 833-9111, ext. 2211

WORKER RETRAINING

Worker Retraining is a partnership of community and technical colleges and the state Employment Security Department. It provides job training for both unemployed workers and those who face imminent layoffs. With approval, Worker Retraining students can enroll in professional technical training, continue to draw the unemployment benefits to which they are entitled, and stop seeking work if it interferes with classes or studies. In addition, if you have been self-employed or consider yourself a displaced homemaker, you may qualify for Worker Retraining assistance.

You may qualify for Worker Retraining if:

- You've been terminated or have received a notice of layoff from your employer and will be drawing unemployment benefits; or,
- You are currently drawing unemployment benefits; or,
- You have exhausted your benefits within the past 24 months; or,
- You have been self-employed; or,
- You are a displaced homemaker.

If you are currently receiving Employment Security Benefits and would like to attend school during your traditional hours of employment, you need to receive Commissioner Approval from Employment Security to pursue an appropriate training program. You may be eligible for Training Benefits, an extension to your regular Employment Security Benefits, provided that you apply in a timely fashion.

WORKFIRST

WorkFirst helps men and women learn job-specific skills so that they can earn a better living for their families. Participants who qualify for WorkFirst can receive financial aid to pay for tuition, books, and fees.

To qualify, you must be a working parent who is financially responsible for your child or children. You also must have monthly gross earnings and family income within 175 percent of the federal poverty level, adjusted for family size (call for details).

WorkFirst can pay for the following coursework:

- Any Professional Technical program
- Some Continuing Education courses
- High School Diploma
- GED Testing Fees
- ESOL courses

ACADEMIC POLICIES AND PROCEDURES

ACADEMIC RECORDS

CHANGE OF ADDRESS

If the students' current address is different from the one on file, they must file a change of address form with the Enrollment Services Office or access our Web site at www.greenriver.edu/. This will enable the college to mail important information to the correct address. If students fail to complete a change of address form, the college will not be responsible for problems in communication with the student.

CONFIDENTIALITY OF RECORDS

A student at Green River has the right to examine his/her educational records, and the college may not, without the student's permission, let others examine those records for other than educational purposes, per the Family Educational Rights and Privacy Act (FERPA) policy.

Academic Information

DEGREEWORKS

Degree Works is a degree audit program that allows **current** students to view courses that are completed, transferred, or currently enrolled against the degree requirements in their program. DegreeWorks can be accessed at www.greenriver.edu, select "Online Services," click "more," then "DegreeWorks Audit."

NAME CHANGES

It is important that a student's name is accurately reflected on his or her individual record. The Enrollment Services office maintains a confidential record of the student's last name, first name, middle initial and up to two previous last names. It is the student's responsibility to notify the Enrollment Services office of any change.

To report a name change on their record, students must:

- Submit it in writing. Complete a student information change form.
- Initiate the change. Signature is required.
- Show documentation. A copy of a marriage certificate, divorce decree, adoption papers, court order or other legal documents must be attached to the request.

STUDENT IDENTIFICATION NUMBER

All students are assigned a SID to use for all transactions at Green River Community College. If you forget, or lose your assigned SID, you will need to bring picture ID into Enrollment Services to obtain your number.

Green River requests social security numbers at the time students make application to the college. As authorized under state law SB5509, the SSN will not be used as the SID number that would appear on the class rosters and most other documents. Generally, the SSN is stored confidentially in your records and used only for necessary purposes as authorized by law. Those purposes include the following:

- Financial aid, including loan deferments from other colleges or universities
- Hope scholarship and Lifelong Learning (tuition tax credits)
- Financial aid related to verification through National Student Clearinghouse
- Workforce or unemployment data matching purposes
- Official transcripts for identification of official records

STUDENT RIGHT TO PRIVACY (FERPA)

All student educational records are maintained according to the Family Educational Rights and Privacy Act of 1974 (FERPA) concerning the information, which becomes part of the student's permanent record and governing the conditions of its disclosure. Students have the right to see their records and to request an amendment to those records.

Only directory information can be released without the student's authorization. A student must sign a release in order to have any other information disclosed or to withhold all information. Education information may be released to other institutions that have requested the records and in which the student seeks or intends to enroll. Information may be released to a third party without student's consent if

an emergency situation exists or if information is requested officially by means of a subpoena, court order or legal report. Additionally, Congress requires student information to be released to military recruiters if officially requested. **Directory information may include student's name, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, the most recent previous educational agency or institution attended by the student, and other similar information.**

TRANSCRIPTS

A transcript of your permanent record of grades is maintained in the Enrollment Services office and is available to you by written request only. An official transcript of grades will be sent to any high school, college, university or other agency upon the student's request. To have a transcript sent, you must complete and submit a transcript request form to the Enrollment Services office. Processing takes one or two business days contingent upon completion of current quarter's grading. Total number of transcripts exceeding 9 copies will be subject to a charge.

A "hold" may be placed upon your records for financial obligations to the college. Holds on permanent records must be cleared by the student before transcripts will be released.

Transcripts covering previous secondary or college education that are submitted to Green River as part of the admissions/records process become part of your official file. They cannot be returned to you or forwarded to a third party. If you want a transcript of work completed elsewhere, you must order a transcript from the appropriate institution. Green River does not issue or certify copies of transcripts from other institutions.

How do I get a copy of my transcript?

- Students can fill out a transcript request form at the Enrollment Services window to receive an official copy of their transcript, allowing one or two business days for processing. Picture ID required.
- Students can send a letter requesting a transcript which includes student name, student identification number, birth date, and the approximate date when they last attended Green River.
- Students may print unofficial copies of their transcript at our Web site at www.greenriver.edu, select "Online Services," then "more," or request a copy from Enrollment Services. Picture ID required.

ACADEMIC POLICIES

ACADEMIC STANDARDS & PROGRESS POLICY

Every student who enrolls at Green River Community College becomes a partner with the college and the state of Washington with shared responsibilities for student progress and goal completion. As part of our responsibility to each student and to the state that helps to fund each student's college education, Green River has established expectations of student progress and academic performance.

The College monitors student progress and academic performance and intervenes when expectations are not being met. In such cases, the College may determine that a student is not benefiting from continued enrollment and may take steps to limit or deny future enrollment.

Academic Information

In 2003, the Legislature of the State of Washington established a law requiring colleges to develop policies "to ensure that undergraduate students complete degree and certificate programs in a timely manner in order to make the most efficient use of instructional resources and provide capacity within the institution for additional students." This legislation (RCW 28B.10.695) requires that student academic progress policies address:

- **Excessive Credits:** Students who accumulate more than 125% of the number of credits required to complete their degree or certificate programs;
- **Credit Completion:** Students who drop more than 25% of their course load before the grading period for the quarter, which prevents efficient use of instructional resources; and
- **Academic Standards:** Students who remain on academic probation for more than one quarter.

The college has adopted the Academic Standards and Progress Policy to support student success.

ADVANCED CREDITS

Some students may receive credit through the Advanced Placement Program of the College Entrance Examination Board, articulation agreements with area high schools, the College Level Examination Program, and military schools or experience. Information regarding these programs is detailed below.

For information on transferring credit from other colleges, see page 10.

ADVANCED PLACEMENT (COLLEGE BOARD)

The Advanced Placement Program is a cooperative educational endeavor between secondary schools and colleges and universities. The program provides motivated high school students the opportunity to take college-level courses in a high school setting. Students who participate in the program gain college-level skills and credit while they are still in high school. AP courses are taught by high school teachers who follow course guidelines developed and published by the College Board.

Green River Community College grants credit in a variety of subject areas for students who have obtained a particular score on their College Board Advanced Placement (AP) examinations. These exams are given by the Educational Testing Service at locations around the country. Students must submit an official copy of the Advanced Placement (AP) scores. Upon evaluation of those scores, the student will be notified of acceptable credits. Credit is posted to the student transcript at the time of graduation only.

On the next page are division policies for granting placement or credit for AP examinations. Grades range from a high of 5 to a low of 1; in most departments, credit and/or placement is awarded for grades of 3 or higher. In some cases, the student must consult the appropriate departmental advisor.



Academic Information

ADVANCED PLACEMENT – GENERAL EXAMINATIONS				
Exam Name	Minimum Score	GRCC Course	Distr	Comment
Art 2D Design	4	Art 109–Beginning Design	Hu	GRCC department faculty will review student AP portfolio for acceptance of credit. An additional portfolio of 5 abstract artworks plus an essay evaluating design principles of an artwork is recommended.
Art 3D Design	4	Art 110–Design and Color	Hu	GRCC art faculty reviews student AP portfolio.
Art History	5	Not available	Elective only	
Art Studio (Drawing)	4	Art 105–Beginning Drawing	Hu	GRCC department faculty will review student AP portfolio for acceptance of credit.
Biology	3	Biol 100–Introductory Biology	LS	
Calculus AB	5	Math 124 and 125 (10 credits)–Calculus & Analytic Geometry 1 & 2	NS	
Calculus AB	3	Math 124–Calculus & Analytic Geometry 1	NS	
Calculus BC	4	Math 124 and 125 (10 credits) Calculus & Analytic Geometry 1 & 2	NS	
Calculus BC	3	Math 124–Calculus & Analytic Geometry 1	NS	
Chemistry		Under review		
Computer Science A	3	GE/C Sci 142–C++ Programming	NS	
Computer Science AB	3	C Sci 144–Java 1	NS	
Economics (Macro)		Under review		
Economics (Micro)		Under review		
English Language/Comp	5	English 110, and English 111, 112 or 113 (10 credits) - College Writing and Writing: Humanities Writing: Social Sciences or Research Writing: Science, Engineering and Business	BS/Hu	
English Language/Comp	4	English 110–College Writing	BS/Hu	
English Language/Comp	3	Waive English 110–College Writing, no credit awarded	BS/Hu	
English Literature/Comp		Under review		
Environmental Science		Under review		
French Language	3	Fren 101–Elementary French	Hu	

Hu = Humanities/Fine Arts/English
 LS = Lab Science
 NS = Natural Science
 BS = Basic Skills
 SS = Social Science

Academic Information

ADVANCED PLACEMENT – GENERAL EXAMINATIONS				
Exam Name	Minimum Score	GRCC Course	Distr	Comment
French Language	5	Fren 103–Elementary French 3	Hu	
French Literature	5	Not available	Elective only	
Human Geography		Under review		
German Language	3	German 101–Elementary German 1	Hu	
German Language	4	German 102–Elementary German 2	Hu	
German Language	5	German 103–Elementary German 3	Hu	
German Literature	5	Not Available	Elective only	
Government & Politics (American)	4	P Sci 202–Introduction to United States Government and Politics	SS	
Government & Politics (Comparative)	4	P Sci 201- Comparative Politics and Religion	SS	
History (European)	5	Not Available	Elective only	
History (U.S.)	4	Hist 221 or 222–United States to 1877 or United States 1877 to Present (5 credits)	SS	
History (U.S.)	5	Hist 221 and 222–United States to 1877 and United States 1877 to Present (10 credits)		
History (World)	4	History 101, 102 or 103–The Ancient World, Early Modern World, The Modern World (5 credits)	SS	Depending on epoch taught (see history department for determination)
Latin: Latin Literature	5	Not Available	Elective only	
Latin: Vergil	5	Not available	Elective only	
Physics B	5	Not Available	Elective only	
Physics C: E + M	5	Not Available	Elective only	
Physics C: Mech.	5	Not Available	Elective only	
Psychology	4	Psych 100–Introduction to Psychology	SS	See department faculty for placement or acceptance of credit.
Russian Literature	5	Not available	Elective only	
Spanish Language	3	Span 101–Elementary Spanish	Hu	
Spanish Language	4	Span 102–Elementary Spanish 2	Hu	

Hu = Humanities/Fine Arts/English

LS = Lab Science

NS = Natural Science

BS = Basic Skills

SS = Social Science

Academic Information

ADVANCED PLACEMENT – GENERAL EXAMINATIONS				
Exam Name	Minimum Score	GRCC Course	Distr	Comment
Spanish Language	5	Span 103–Elementary Spanish 3	Hu	
Spanish Literature	5	Not Available	Elective only	
Statistics	4	Math 256–Statistics for Business & Social Science	NS	

Hu = Humanities/Fine Arts/English
 LS = Lab Science
 NS = Natural Science
 BS = Basic Skills
 SS = Social Science

ADDITIONAL MATHEMATICS NOTE:

The Mathematics Division can award Advanced Placement credits. If students are placed by the Mathematics Division at a level higher than the College Board Placement, they may receive additional credits. If students have not taken the AP Calculus test, but have done college-level work in high school and are placed by the Mathematics Division into either Math 125 or 126, they may receive additional credits.

If students' first mathematics course is Math 125, they will earn credit for Math 124. If students' first mathematics course is Math 126, they will earn credit for both Math 124 and 125. Students may apply through the Mathematics Division and receive Advanced Placement credits by challenging the course and paying the appropriate fees.



Academic Information

ARTICULATION AGREEMENTS

Green River recognizes that quality education takes place in other learning institutions. In realization of this, Green River Community College has signed articulation agreements with area high schools as well as other institution of higher learning. Articulation agreements are agreements by which credits taken at a particular institution are accepted automatically at another, allowing that all requirements of the agreement have been met.

Transfer Institution Agreements

GRCC has been working with several four-year institutions, both in the state of Washington and bordering states such as California, Oregon, Idaho and Montana. These agreements are designed to provide a smooth transition from GRCC into specific college departments. The agreement between GRCC and the other colleges identify specific courses that if taken will be allowed for automatic credit at the other institution. In doing so, we are enabling students to, for the most part, transfer directly into their majors. Contact your GRCC program advisor for agreements in your area of study.

High School Agreements

GRCC recognizes that quality education takes place in area high schools and has signed articulation agreements with many schools to grant college credit to students earning a grade of a B (3.0) or higher in their high school professional technical courses. Credits are posted to transcripts during the summer following the school year in which they were earned.

To qualify, students must meet specific requirements established by the college and high school instructors and apply for credit through their high school and pay associated fees. Further agreements between high schools and additional professional technical programs are being developed.

Students can contact their high school counselor or the GRCC Tech Prep office for more details.

Professional Technical—Tech Prep

Tech Prep is a course of study that combines academic and professional technical instruction in the high school setting, and then directly applies those high school credits to a specific community or technical college program (see page 29-30).

The South King County Tech Prep Consortium has developed articulation agreements between area school districts and 3 local colleges: Green River Community College, Highline Community College and Renton Technical College. Tech Prep articulation agreements allow high school students to earn both high school and community/technical college credit through the "Direct Credit" Program.

COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)

(253) 833-9111, ext. 2650

Green River recognizes that many students learn traditional college course content in non-traditional ways. To accommodate those students who seek traditional credit for informal learning experiences by taking the CLEP Examinations, the college has established criteria and procedures for granting credit for the CLEP exams. In all cases, the division responsible for the instruction of the specific course will evaluate each examination and recommend to the registrar whether or not credit will be awarded for a specific class.

Please consult Enrollment Services or the Testing and Assessment Center for more information on the tests, credit possibilities, criteria, and procedures.

MILITARY SCHOOL CREDITS

Credits for military personnel's military school and experiences are granted according to the publications of the American Council on Education. **Current editions are on file with the credentials evaluators in the Enrollment Services Office.**

Note: Some four-year schools will not accept military credits.

*Please note that GRCC will accept military basic training experience to satisfy the one-credit physical education activity requirement providing basic training was completed within the last ten years. GRCC will also accept four years of military service to satisfy two credits of the physical education fitness/wellness requirement providing the military service was completed within the last ten years.

Procedure

1. Students should submit official copies of their CCAF, SMART or AART, certified copy of their transcripts or a copy of their DD 214s to the Enrollment Services office with a request for transcript translation form.
2. The credential evaluator will review the record and translate military credit into Green River course numbers and credit values.
3. The student will receive a copy of the results and a copy will be maintained in the student's file.
4. Credits will be posted to the "Transfer Credit" portion of the transcript upon graduation only.

AUDITING A CLASS

Students may audit a class by enrolling for information only (no credit given) and attending class regularly. Students must declare their intention to audit at the time of registration. Auditing does not affect the grade point average (GPA). Auditors must pay regular tuition and fees.

CHANGE OF PROGRAM

Students planning to change their professional technical program or their intended major (if transferring to a college or university), must do the following:

- Obtain a Change of Advisor/Program Request form from Enrollment Services.
- With the assistance of a faculty advisor or an educational planner, fill out the Change of Advisor/Program Request form and obtain the signature of the new advisor.

A list of faculty advisors with their departments, extensions and office locations is available in Educational Planning.

Academic Information

GRADING SYSTEM AND POLICY

Grades

Under Green River's numerical grading system, instructors may report grades from 4.0 to 0.0 in 0.1 increments.

A	4.0–3.9	
A–	3.8–3.5	
B+	3.4–3.2	
B	3.1–2.9	
B–	2.8–2.5	
C+	2.4–2.2	
C	2.1–1.9	
C–	1.8–1.5	
D+	1.4–1.2	
D	1.1–1.0	Lowest passing grade
F	0.9–0.0	Failure or unofficial withdrawal—no credit given

Additional Grade Designations:

- I Incomplete.** An instructor may record a student's work as incomplete when the student has been delayed in completing the required work for a good reason. Work may be completed according to a signed agreement between the instructor and student. A copy of this agreement is kept on file in Enrollment Services. Incompletes not made up remain permanently on the record. The Incomplete is not posted to "hours attempted" until the Incomplete has been made up. "I" does not affect GPA. Student has four quarters (or less, if instructor indicates) to finish incomplete grades.
- N Audit.** Indicates the student enrolled for information only (no credit given) and attended class regularly. "N" does not affect GPA.
- NC No Credit.** Indicates the student petitioned the registrar for a P/NC grade (prior to the end of the eighth week of the quarter) and earned a decimal grade lower than 1.5.
- P Pass.** Indicates the student petitioned the registrar for a P/NC grade (prior to the end of the eighth week of the quarter) and earned a decimal grade equal to or greater than 1.5, or the class is offered on a pass/no credit basis.
- S Satisfactory.** Indicates the student is making satisfactory progress but has not completed all the competencies for a given level of instruction. No credit is awarded. The S grade may be used only for BASIC and ESOL classes numbered under 100. Courses with "S" grade designators cannot be applied toward any degree or certificate program. Courses with "S" grades indicate "work in progress" and do not denote course completion.
- W Official Withdrawal.** Indicates the **student initiated** an official withdrawal from class and submitted the proper paperwork to the Registrar's office. See "Withdrawal From Classes" and other appropriate sections on page 38. "W" does not affect GPA.

Grading Symbols

These symbols may also be used on grade reports or transcripts:

- * Missing Grade.** No grade assignment given. Student must contact instructor.
- R Repeat.** The symbol "R" after a grade indicates the student later repeated the class. The grade/credit from this class does not affect GPA.
- Y Work in Progress.** The class is in progress at grading time.

Students should contact the instructor regarding questions about the particular grades earned.

Grades, Obtaining

Students may request an unofficial copy of their transcript, which includes all the classes the student has taken at Green River and the grades earned. Unofficial transcripts can also be printed from the Internet at www.greenriver.edu, select "Online Services," then "More," then "Unofficial Transcript."

Grading Policy

Grade changes are valid only for courses in which students were OFFICIALLY registered.

Approved grade changes will be accepted for up to four (4) quarters following the quarter in which the original grade was assigned.

Grade changes are not valid for W or N grades.

Grade changes are to be signed by the "instructor of record" or, if the instructor cannot come to campus, by the chairperson or instructional dean.

Pass/No-Credit Policy (P/NC)

To declare an intention to be graded pass/no-credit, the student must file a petition with the registrar no later than the end of the eighth week of the quarter. For students who qualify, the registrar will convert the decimal grade submitted by the instructor either to credit (P) or to no credit (NC). This petition is a contract and is not rescindable.

No more than 25% of the required credits may be graded "Pass" to satisfy requirements for the Associate in Arts, Associate in Business, Associate in Math Education, Associate in Science–Transfer, Associate Development, Associate in Applied Arts, Associate in Applied Science, Associate Pre-Professional, Associate in Applied Arts in Professional Technical Studies, or Associate in Applied Science in Professional Technical Studies degrees.

Courses with "Pass" grades may not satisfy the transfer requirements of a student's major field. Students are urged to consult the catalog of the four-year institution to which they plan to transfer.

Repeating a Course

Students may not repeat a course for which they have earned credit except when such a repeat is necessary to satisfy a requirement for improving academic or skill progress (grades). If deemed necessary to repeat, students may only do so twice. (This is defined as two repeats in addition to the original enrollment.) The Health Science and Family Studies Division has more restrictive policies regarding repetition of classes. See program advisor for specific information.

Academic Information

Credit by Challenge

Students may enroll for credit by challenge in a course with the instructor's approval if:

- Student believes he or she has achieved the required knowledge or skills necessary to receive credit without regularly attending the class sessions; and
- Student is eligible to take the course.

Courses offered by the college but not appearing in the quarterly class schedule may be challenged by requesting that the course be added to the schedule for "credit by challenge" purposes. Students who wish to challenge a course must:

- Consult with the instructor of the class they wish to challenge; and
- Pay regular tuition and fees.

All procedures for the granting of credit by challenge, other than those related to the registration process, are determined by the appropriate instructor and approved division procedures.

Withdrawal Policy

Students may withdraw from the college or from classes until the last instructional day of the eighth week of the quarter during fall, winter, and spring. For summer, see the quarterly class schedule for withdrawal dates.

RECIPROCITY AGREEMENT POLICY

Washington community and technical colleges (CTCs) offer reciprocity to students transferring within the CTC system who are pursuing the Direct Transfer Agreement (DTA) degree or the Associate in Science–Transfer (AS-T) degree. Students who completed an individual course that met distribution degree requirements or fulfilled entire areas of their degree requirements at one college will be considered to have met those same requirements if they plan to complete the same degree when they transfer to another community or technical college in Washington. These degree requirements include Communication Skills, Quantitative Skills, or one or more Distribution Area requirements. Students must initiate the review process and must be prepared to provide the necessary documentation. For complete information, students should contact [insert college single point of contact] for information. The policies and procedures can be found at [insert website or contact].

STUDENT LEARNING OUTCOMES

Green River Community College is committed to the continuous improvement of teaching and learning. In order to assess the effectiveness of its instructional programs, the college evaluates student achievement of published learning outcomes. Although the learning outcomes vary from program to program, all students completing a degree are expected to demonstrate proficiency of four campus-wide outcomes: written communication, critical thinking, responsibility, and quantitative and symbolic reasoning. Additionally, students planning to transfer to a four-year institution are expected to be proficient in oral communication and students completing applied degree programs (AAA, AAS, and AD) are expected to be proficient in human relations as measured against learning outcomes defined on the following pages.

Campus-Wide Learning Outcome Competencies

Student achievement of learning outcomes is measured by student proficiency in the competencies (tasks) indicated below.

Written Communication

Written Communication encompasses all the abilities necessary for effective expression of thoughts, feelings, and ideas in written form. This outcome includes abilities designed to help students:

- demonstrate use of a writing process.
- demonstrate a clear sense of purpose, focus, thesis, and design in writing.
- demonstrate the ability to develop an idea through the use of concrete examples and specific details.
- demonstrate audience awareness by appropriately modifying writing.
- demonstrate appropriate methods of integrating and documenting outside sources.
- demonstrate ability to use common tools of information research.
- demonstrate clear organization of thoughts in coherent written form.
- demonstrate appropriate choice of format, style, and tone for each particular writing assignment.
- use appropriate mechanics, grammar, and word usage based on American Standard Written English.
- improve the ability to evaluate, revise, edit, and proofread individual work and the work of others.

Critical Thinking

Critical thinking finds expression in all disciplines and everyday life. It is characterized by an ability to reflect upon thinking patterns, including the role of emotions on thoughts, and to rigorously assess the quality of thought through its work products. Critical thinkers routinely evaluate thinking processes and alter them, as necessary, to facilitate an improvement in their thinking and potentially foster certain dispositions or intellectual traits over time. This outcome includes abilities designed to help students:

- apply relevant criteria and standards when evaluating information, claims, and arguments.
- use appropriate reasoning to evaluate problems, make decisions, and formulate solutions.
- give reasons for conclusions, assumptions, beliefs, and hypotheses.
- seek out new information to evaluate and re-evaluate conclusions, assumptions, beliefs, and hypotheses.
- exhibit traits evidencing the disposition to reflect, assess, and improve thinking or products of thinking.

Responsibility

Responsibility encompasses those behaviors and dispositions necessary for students to be effective members of a community. This outcome is designed to help students recognize the value of a commitment to those responsibilities which will enable them to work successfully individually

Academic Information

and with others. This outcome includes abilities designed to help students:

- identify and comply with clearly stated expectations, policies, and procedures.
- appropriately question or change stated expectations, policies, and procedures.
- recognize and accept consequences resulting from a failure to comply with stated expectations, policies, and procedures.
- meet obligations necessary to complete individual and group tasks.
- clearly communicate to affected parties any difficulties that may prevent them from fulfilling obligations.
- demonstrate common courtesies and show respect for the needs, difficulties, and rights of others.
- strive for excellence in contributions, performances, and products.
- complete work independently and appropriately acknowledge the source of ideas and contributions of others.

Quantitative and Symbolic Reasoning

Quantitative Reasoning encompasses abilities necessary for a student to become literate in today's technological world. Quantitative reasoning begins with basic skills and extends to problem solving. This outcome includes abilities designed to help students:

- evaluate and interpret quantitative and symbolic reasoning information/data.
- recognize which quantitative or symbolic reasoning methods are appropriate for solving a given problem, and correctly implement those methods.
- demonstrate the ability to estimate a solution to a presented problem.
- translate data into various formats such as symbolic language, equations, graphs, and formulas.
- implement calculator/computer technology to solve problems.
- demonstrate logical reasoning skills through formal and informal proofs.

Transfer Degree Learning Outcome Competencies

In addition to the campus-wide outcomes, students completing a transfer degree (AA, AB, AM, AS-T, AP-P) need to demonstrate proficiency in oral communication.

Oral Communication

Oral Communication encompasses all the abilities necessary for effective expression of thoughts, feelings, and ideas in oral form. This outcome is concerned with helping students:

- identify the role oral communication plays in academic, social, and professional endeavors.
- demonstrate increased confidence in oral communication skills.

- listen carefully and respond to questions appropriately.
- modify verbal and nonverbal communication appropriately given the purpose and the context of the communication.
- plan, prepare, and deliver a well-organized, logical oral presentation that demonstrates critical thinking skills.
- use appropriate presentation techniques (e.g. maintain eye contact, modulate voice, avoid distracting mannerisms, etc.).
- employ appropriate discussion, negotiation, conflict resolution, and cooperation skills to work with people from a variety of experiences and backgrounds and to promote learning in class activities and group work.

Applied Degree Learning Outcome Competencies

Students completing an applied degree (AAA, AAS, AD) need to demonstrate skill proficiency in the areas of communication, computation, and human relations. The campus-wide outcomes of written communication and quantitative and symbolic reasoning address the first two skill areas. The following outcome addresses the area of human relations.

Human Relations (AAA, AAS, AD)

- Demonstrate responsibility
- Demonstrate self-worth
- Demonstrate sociability in groups
- Demonstrate self management
- Demonstrate integrity/honesty
- Participate as team member
- Teach/help others
- Exhibit leadership
- Negotiate agreements
- Appreciate and work with diverse groups

Learning Outcomes for Certificates of 45 Credits or More

Students completing certificates of 45 credits or more need to demonstrate proficiency in three areas: communication (written and/or oral), computation, and human relations.

Desired Results

GRCC believes that students who are proficient in these learning outcomes, in addition to achieving competency in their subject areas, are more likely to achieve success in the workplace and in future educational endeavors. Consequently, instructors at GRCC seek to integrate applicable learning outcomes into course and program requirements. Class syllabi typically identify which learning outcomes the course supports and how the outcomes will be assessed. Students are encouraged to refer back to these learning outcomes frequently and self-assess their mastery of the outcomes.

Academic Information

GRADUATION

(253) 833-9111, ext. 2633

When students are one quarter away from completing their educational program, they should submit an application for graduation to Enrollment Services.

Applications for graduation and detailed instructions are available at the Enrollment Services window on the second floor of Lindbloom Student Center. Students may also run a degree audit by accessing Online Services at www.greenriver.edu. To be eligible for graduation, students must have accomplished the following:

- Completed all admissions requirements;
- Earned a minimum grade point average of 2.0;
- Completed 24 credits at Green River (doesn't pertain to high school diploma or professional technical certificate candidates);
- Completed their last quarter at Green River;
- Filed an application for graduation with Enrollment Services;
- Completed all degree requirements as specified by the Green River catalog.

Students may graduate using the degree requirements in effect during their first quarter of enrollment at Green River Community College for up to six years. After six years, students need to meet the requirements listed in the current catalog. Students may petition the degree exception committee with proof of continuous enrollment to be exempt from this policy.

Each degree or certificate requires a separate application form.

Students may graduate at the end of any quarter.

COMMENCEMENT

One commencement ceremony is held at the end of the academic year. Any student who has been approved for graduation during the year is eligible to participate in the June ceremony. Students who plan to complete their requirements during the following summer quarter may apply for graduation and participate in the ceremony. All diplomas and certificates will be mailed to students two or three months after the end of the quarter in which they have completed graduation.

DEGREE EXCEPTION

In some cases, students may wish to appeal graduation requirements. All requests must be in writing (see the Enrollment Services Office for degree exception forms) and should be submitted to the Enrollment Services Office for action. The Degree Exception Committee meets approximately every other month. Written faculty and/or advisor approval is required prior to submitting your request to the committee.

GRADUATION AWARDS

Scholastic Awards

Scholastic awards celebrate student success by recognizing graduates who:

- Earn associate degrees in arts, business, math, science, applied arts and science, or pre-professional (academic transfer or professional technical programs only);
- Attain a minimum 3.9 grade point average (includes transfer credits and grades from 2 all quarters except the spring quarter in which they may be graduating);
- Earn a minimum of 24 credits at GRCC, including the last quarter in residence; and
- Earn no more than 25% of the required credits on a pass/no-credit basis.

Division Awards

Each instructional division selects one outstanding graduate to receive a Division Award. The recipient is selected by a vote of divisional faculty members.

Honors

Graduates who achieve outstanding grade point averages receive honor cords to wear at commencement and are recognized in the commencement program. These are awarded as follows:

Highest Honors	3.9 GPA
High Honors	3.7 GPA
Honors	3.5 GPA

Graduation honors are based on GRCC grades only. A minimum of 24 credits must be graded (not pass/non-credit). All levels of honors will be noted on the diploma and Green River transcript.

International Academic and Leadership Award

The International Programs Award is presented to an international student who has demonstrated academic excellence and has made an outstanding contribution to international understanding on the campus.

Leadership and Service Awards

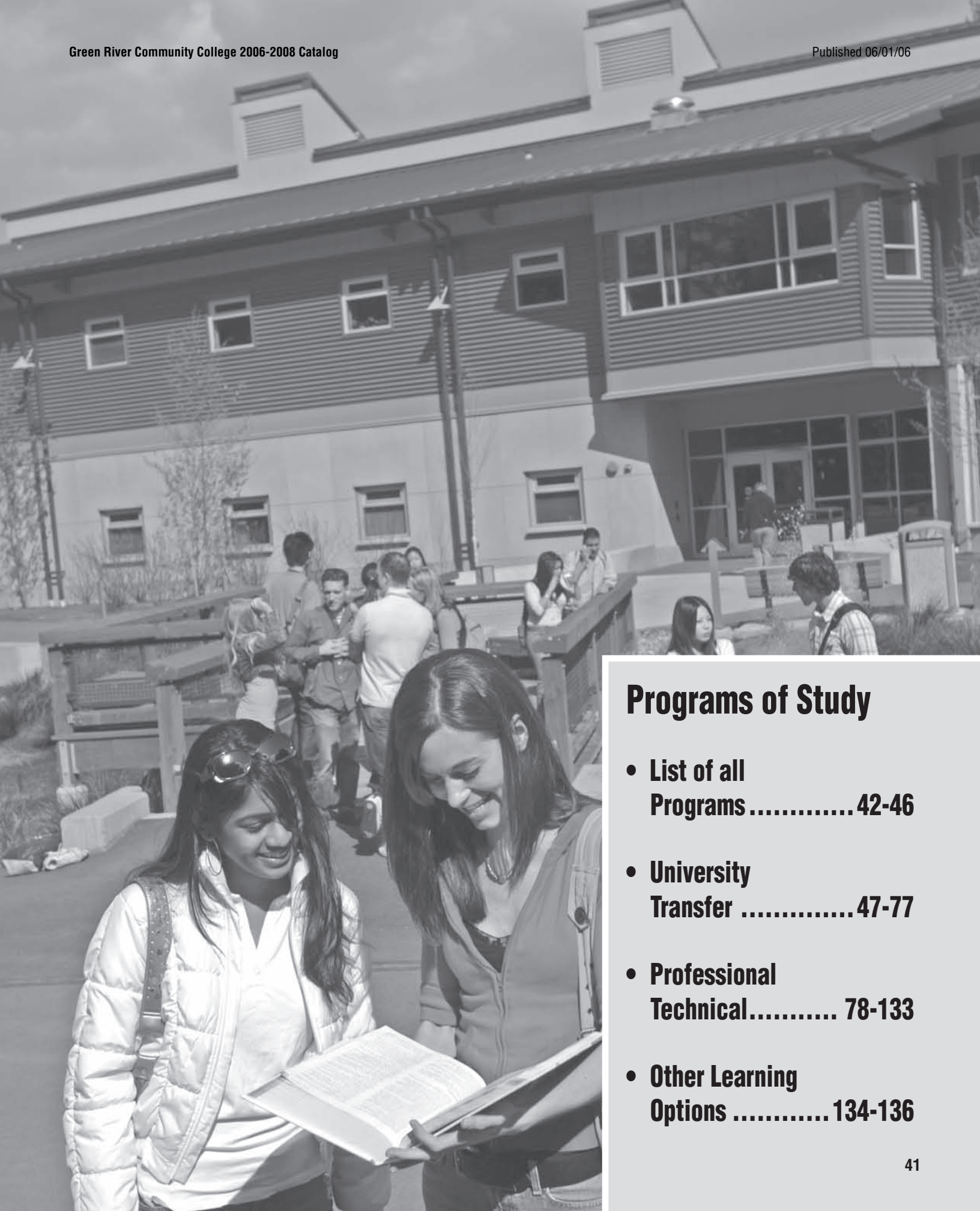
A leadership or service award is presented to three students who have held a position of leadership or have contributed to a major service project on campus.

Multicultural Award

The Multicultural Award is presented to a student who has demonstrated academic promise and has made an outstanding contribution to the on-campus multicultural population.

President's Award

The President's Award is presented to a student who has exhibited professional promise and outstanding citizenship, personal qualities, and grade point average. The recipient is selected by a vote of faculty, administrators and staff.



Programs of Study

- **List of all Programs 42-46**
- **University Transfer 47-77**
- **Professional Technical..... 78-133**
- **Other Learning Options 134-136**

Programs of Study

DEGREE AND CERTIFICATE PROGRAMS

The following lists all the degree and certificate programs offered at Green River Community College.

University Transfer	Professional Technical	Other Learning Options
AA-DTA —Associate in Arts degree—Direct Transfer Agreement	AAA —Associate in Applied Arts	AD —Associate Development
AB-DTA —Associate in Business degree—Direct Transfer Agreement	AAS —Associate in Applied Science	GED —General Education Development Certificate
AM-DTA —Associate in Math Education degree—Direct Transfer Agreement	AAA-PTS —Associate in Applied Arts in Professional Technical Studies	High School Diploma
A-PP —Associate Pre-Professional degree	AAS-PTS —Associate in Applied Science in Professional Technical Studies	
AS-T-Option 1		
1. Associate in Science-Transfer degree (Opt 1) – <i>Biology, Environmental Science, Chemistry, Geology, and Earth Science</i>	Cert —Certificate (over 45 credits) Cert-P —Certificate of Proficiency	
2. Associate in Science-Transfer degree (Opt 1) – <i>Biology Education</i>		
3. Associate in Science-Transfer degree (Opt 1) – <i>Chemistry Education</i>		
4. Associate in Science-Transfer degree (Opt 1) – <i>General Science Education</i>		
AS-T-Option 2		
1. Associate in Science-Transfer degree (Opt 2) – <i>Engineering, Engineering Technology, Computer Science, Physics, and Atmospheric Sciences</i>		
2. Associate in Science-Transfer degree (Opt 2) – <i>Physics Education</i>		
3. Associate in Science-Transfer degree (Opt 2) – <i>Major Related Program (MRP) 1 - Engineering: Mechanical/Civil/Aeronautical/Industrial/Materials Science/ pre-Engineering (Other Engineering)</i>		
4. Associate in Science-Transfer degree (Opt 2) – <i>Major Related Program (MRP) 2 - Engineering: Biological or Chemical pre-Engineering</i>		
5. Associate in Science-Transfer degree (Opt 2) – <i>Major Related Program (MRP) 3 - Engineering: Computer or Electrical pre-Engineering</i>		
Academic certificate		

Program	AAA	AAS	AB-DTA	AM-DTA	AS-T-Opt 1	AS-T-Opt 2	A-PP	Cert	Acad Cert	Cert-P	Page No.
Accounting	X									X	84
Accounting Clerk										X	84
Administrative Assistant	X							X			85
Data Entry										X	86
File Clerk										X	86
Office Support 1										X	87
Office Support 2										X	87
Art											
Advanced Studies									X		72
Ceramics									X		72
Design									X		72
Interdisciplinary									X		73
Photography									X		73
Studio									X		73

Programs of Study

Program	AAA	AAS	AB-DTA	AM-DTA	AS-T-Opt1	AS-T-Opt2	A-PP	Cert	Acad Cert	Cert-P	Page No.
Atmospheric Science						X					62
Auto Body Technology		X									87
Collision Repair										X	87
Painting and Refinishing										X	88
Automotive Technology		X									88
Brakes, Steering and Suspension										X	89
Electrical Systems										X	89
Engine Performance										X	89
Heating and Air Conditioning										X	89-90
Transmission and Transaxle										X	90
Aviation Technology											
Advanced Air Traffic Control										X	93
Advanced Aviation Knowledge										X	92
Air Traffic Control/Airline Dispatch		X									91
Air Transportation		X									90
Aircraft Dispatcher										X	93
Airline Dispatcher Completion										X	93
Basic Aviation Knowledge										X	92
Helicopter Pilot		X									91
Intermediate Aviation Knowledge										X	92
International Flight Planning										X	93
Professional Pilot		X									91
Biology					X						57
Biology Education					X						59
Broadcasting							X		X		74
Business			X								52
Business Applications Specialist	X							X			94-95
Business Applications for Small Business										X	95
Distance Education Preparation										X	96
Business, Sales and Supervision	X										96
Sales and Supervision								X			96
Sales and Customer Service										X	97
Carpentry Technology— Residential and Light Commercial Carpentry		X								X	97
Intermediate Construction Management Skills										X	99
Residential Concrete Forming and Placement										X	98
Residential Exterior Finish Level 1										X	98
Residential Interior Finish Level 1										X	99
Residential Interior Finish Level 2										X	99
Residential Light and Commercial Framing 1										X	98
Residential Light and Commercial Framing 2										X	98
Chemistry					X						57
Chemistry Education					X						60

Programs of Study

Program	AAA	AAS	AB-DTA	AM-DTA	AS-T-Opt 1	AS-T-Opt 2	A-PP	Cert	Acad Cert	Cert-P	Page No.
Communication Studies									X		74
Advanced Communication Studies									X		75
Computer Reporting Technologies											
Captioning Sequence A	X										99-100
Captioning Sequence B	X										100
Court Reporting Sequence A	X										101
Court Reporting Sequence B	X										101-102
Medical Stenographer										X	102
Scopist/Text Editor										X	102
Text Entry										X	103
Computer Science						X					62
Computing & Software Systems							X				75
Computerized Machining & Manufacturing Technology		X								X	103-104
Criminal Justice		X									104
Corrections										X	105
Law Enforcement										X	105
Database Design and Administration		X									105-106
Design Technology											
Architectural Drafting Proficiency										X	109
Architectural, Structural and Civil Drafting										X	109
Civil Drafting Proficiency										X	110
Construction Design Technology		X									107
Design Drafting Technology		X									106-107
Drafting Proficiency										X	110
Manufacturing Technology-CIM		X									107-108
Mechanical 3D CAD										X	110
Mechanical CAD Proficiency										X	110
Mechanical Design Technology		X									108
Mechanical Drafting								X			111
Structural Drafting										X	111
Early Childhood Education	X									X	111-112
Child Development Associate Preparation										X	113
Early Childhood Assistant Teacher										X	112
Instructional Aide										X	113
Montessori Teaching										X	114
Paraeducator	X										113
Earth Science					X						57
Elementary Education							X				76
Engineering						X					56
Aeronautical Engineering						X					65
Biological pre-Engineering						X					67
Chemical pre-Engineering						X					67

Programs of Study

Program	AAA	AAS	AB-DTA	AM-DTA	AS-T-Opt 1	AS-T-Opt 2	A-PP	Cert	Acad Cert	Cert-P	Page No.
Civil Engineering						X					65
Computer pre-Engineering						X					69
Electrical pre-Engineering						X					69
Industrial Engineering						X					65
Material Science Engineering						X					65
Mechanical Engineering						X					65
Other pre-Engineering						X					65
Engineering Technology						X					62
Environmental Science					X						57
Forensic Technology		X									114-115
Forensic & Fingerprint Technology										X	115
General Science Education					X						61
Gender Studies									X		76
Geographic Information Systems		X								X	115-116
Geology					X						57
Health Services Paraprofessional										X	116
Information Technology											
IT Basics										X	118
IT Help Desk Support Technician										X	118
IT Information Assurance		X									117
IT Information Assurance Technician								X			119
IT Network Technician								X			119
IT Networking		X									117-118
Legal Administrative Assistant	X										120
Manufacturing Technology		X								X	120-121
Math Education				X							54
Math/Science Certificate for Elementary (K8) Teachers									X		76
Medical Office Assistant	X										121-122
Medical Coding										X	122
Medical Office Manager										X	122
Medical Transcription Computer										X	122-123
Medical Transcriptionist										X	123
Natural Resources		X					X				123
Geographic Information Systems Option		X									124
Park Management		X									124-125
Water Quality		X									125-126
Wildland Fire		X									126
Nursing											
Nurse Assistant										X	127
Practical Nursing								X			126-127
WorkFirst Nursing Assistant										X	127-128

Programs of Study

Program	AAA	AAS	AB-DTA	AM-DTA	AS-T-Opt1	AS-T-Opt2	A-PP	Cert	Acad Cert	Cert-P	Page No.
Occupational Therapy Assistant		X									128-129
Paralitigator										X	129
Physical Therapist Assistant		X									129-130
Physics						X					63
Physics Education						X					64
Professional Technical Studies	X	X									78
Wastewater Technology		X									131
Municipal Wastewater Treatment Technology										X	131
Wastewater Collection Technology										X	131
Water Supply Technology		X									132
Water Distribution Technology										X	132
Welding Technology		X									132-133
Basic Arc and Flame										X	133
Intermediate Arc and Flame										X	133
Advanced Arc and Flame										X	133



University Transfer

UNIVERSITY TRANSFER DEGREES AND CERTIFICATES

Green River Community College is fully accredited by the Northwest Commission on Colleges and Universities Association of Accredited Schools as well as by several discipline-related bodies. The College has completed numerous evaluation processes and has been recognized for performance, integrity and quality. This is important for students who plan to transfer credits to other colleges. Academic courses will usually be accepted by other institutions offering the same (or similar) courses. However, each institution has its own transfer policy and transferability should never be assumed. The Green River Transfer and Educational Planning Center staff are able to answer most questions regarding transfer of credits. The Transfer Center features a library of catalogs from four-year colleges, transfer guides, information about transfer policies and transfer requirements.

Students should be aware that courses with "Pass" grades may not satisfy the requirements in their major field. Each student is responsible for knowing transfer requirements and policies, and they are urged to consult the catalog of the institution to which they plan to transfer. Students should also consult that catalog when meeting with their Green River advisor.

Many transfer institutions expect students to be "major ready" by the time they apply for admissions. This means that students need to declare their majors earlier and carefully plan which courses will meet their distribution requirements as well as meet the requirements for a particular field of study. For example: students who wish to major in business will need to include additional math, economics and accounting sequences in

their coursework. Students are strongly encouraged to meet with their community college advisor as well as an advisor from their transfer institution to verify their choices.

In most cases, four-year institutions will accept 90 credits. Green River is a member of the Inter-College Relations Commission (ICRC), and Green River's AA-DTA, AB-DTA, AM-DTA and AS-T degrees comply with ICRC recommendations for transfer degrees within Washington.

ICRC has developed a direct transfer agreement (DTA) with Washington community colleges. This ensures that students who complete a designated direct transfer AA degree at a community college will have satisfied all or most of the general education (or core) requirements at the various four-year institutions in the state. For most AA and AS students, this means that students can begin work on their specialized, major-area course work as soon as they transfer.

For some college majors, students will need to meet more specific admissions requirements, and may want to pursue an Associate Pre-Professional degree. Working with a Green River advisor, a student can design his/her Associate Pre-Professional degree to meet his/her specific transfer need.

International students will need to contact an advisor in the International Programs office to help create an educational plan specific to their needs.

During the school year, representatives from various colleges and universities visit the campus to meet with students about transfer requirements. Watch for notices in campus publications, on Green River's web site, or call the Transfer Center in Educational Planning.

The following university transfer degrees and certificates are offered at Green River Community College.

Program		Page No.
AA-DTA	Associate in Arts degree–Direct Transfer Agreement	49-51
AB-DTA	Associate in Business degree–Direct Transfer Agreement	52-53
AM-DTA	Associate in Math Education degree–Direct Transfer Agreement	54-55
A-PP	Associate Pre-Professional degree	71
AS-T Option 1	1. Associate in Science-Transfer degree (Opt 1) – <i>Biology, Environmental Science, Chemistry, Geology, and Earth Science</i>	57-58
	2. Associate in Science-Transfer degree (Opt 1) – <i>Biology Education</i>	59
	3. Associate in Science-Transfer degree (Opt 1) – <i>Chemistry Education</i>	60
	4. Associate in Science-Transfer degree (Opt 1) – <i>General Science Education</i>	61
AS-T Option 2	1. Associate in Science-Transfer degree (Opt 2) – <i>Engineering, Engineering Technology, Computer Science, Physics, and Atmospheric Sciences</i>	62-63
	2. Associate in Science-Transfer degree (Opt 2) – <i>Physics Education</i>	64
	3. Associate in Science-Transfer degree (Opt 2) – <i>Major Related Program (MRP) 1 - Engineering: Mechanical/Civil/Aeronautical/Industrial/Materials Science/pre-Engineering (Other Engineering)</i>	65-66
	4. Associate in Science-Transfer degree (Opt 2) – <i>Major Related Program (MRP) 2 - Engineering: Biological or Chemical pre-Engineering</i>	67-68
	5. Associate in Science-Transfer degree (Opt 2) – <i>Major Related Program (MRP) 3 - Engineering: Computer or Electrical pre-Engineering</i>	69-70
Certificate	Academic certificate	71

University Transfer

Program	AB-DTA	AM-DTA	AS-T-Opt 1	AS-T-Opt 2	A-PP	Acad Cert	Page No.
Art							
Advanced Studies						X	72
Ceramics						X	72
Design						X	72
Interdisciplinary						X	73
Photography						X	73
Studio						X	73
Atmospheric Science				X			62
Biology			X				57
Biology Education			X				59
Broadcasting					X	X	74
Business	X						52
Chemistry			X				57
Chemistry Education			X				60
Communication Studies						X	74
Advanced Communication Studies						X	75
Computer Science				X			62
Computing & Software Systems					X		75
Earth Science			X				57
Elementary Education					X		76
Engineering				X			56
Aeronautical Engineering				X			65
Biological pre-Engineering				X			67
Chemical pre-Engineering				X			67
Civil Engineering				X			65
Computer pre-Engineering				X			69
Electrical pre-Engineering				X			69
Industrial Engineering				X			65
Material Science Engineering				X			65
Mechanical Engineering				X			65
Other pre-Engineering				X			65
Engineering Technology				X			62
Environmental Science			X				57
General Science Education			X				61
Gender Studies						X	76
Geology			X				57
Math Education		X					54
Math/Science Certificate for Elementary (K8) Teachers						X	76
Natural Resources					X		123
Physics				X			63
Physics Education				X			64

University Transfer

ASSOCIATE IN ARTS DEGREE

Direct Transfer Agreement (AA-DTA)

Minimum of 90 Credits

The Associate in Arts degree is a direct transfer degree (DTA) designed for students who plan to transfer to a four-year institution after completing the first two years of study at Green River Community College. The degree is recommended for students who have not yet decided the field they will enter or the four-year institution they will attend. It gives students the broad background they need before beginning more specialized, upper-division courses and indicates that a student has completed a two-year liberal arts program.

Students who have a particular major in mind can focus their distribution choices and elective credits toward meeting their transfer institution plan. An advisor can assist with this process. Students should include some 200 level coursework in their program of study.

This degree meets the Intercollege Relations Commission (ICRC) guidelines for direct transfer degrees, an inter-institutional agreement adopted to facilitate student transfer between community colleges and baccalaureate institutions.

Once admitted to an institution subscribing to these guidelines, the degree holder will be granted junior status and will have fulfilled most of the lower-division general education requirements of baccalaureate degree programs offered by many public and independent colleges and universities in Washington State. The following colleges subscribe to these guidelines:

Washington

Bastyr University
 Central Washington University
 City University
 Cornish College of the Arts
 Eastern Washington University
 Evergreen State College
 Gonzaga University
 Heritage College
 Northwest College
 Pacific Lutheran University
 Saint Martin's University
 Seattle Pacific University
 Seattle University
 University of Washington (some restrictions apply)
 Washington State University
 Western Washington University
 Whitworth College

Other States

Oregon State University
 Capella University, California

Academic courses will usually be accepted by other institutions offering the same (or similar) courses. However, each institution has its own transfer policies and each student is responsible for knowing the transfer and admission requirements of the receiving institution. Students are urged to consult with their advisor and a representative from the college they plan to attend after Green River.

To earn this degree, students must complete 90-quarter credits in courses numbered 100 or above (from approved list on next page) and meet specific distribution requirements. No more than 25% of credit requirements may be taken on a pass/no credit basis. Students should be aware that courses with "Pass" grades may not satisfy the requirements in their major field. Each student is responsible for knowing transfer requirements and policies, and they are urged to consult the catalog of the institution for which they plan to transfer. Students must attain a cumulative grade point average of 2.0, and earn a minimum of 24 credits, including the last quarter in residence, at Green River Community College.



University Transfer

Associate in Arts Degree Direct Transfer Agreement (AA-DTA) Minimum of 90 Credits

1. BASIC SKILLS (15 credits)

Any course used to satisfy **Basic Skills** distribution may not be used to satisfy any other portion of the Associate in Arts degree requirements.

A. Communications: 10 credits

Courses in this area support the written communication learning outcome.

English 110 and one of the following:

English 111, 112, or 113.

B. Quantitative Skills: 5 credits (explained below)

Courses in this area support the quantitative and symbolic reasoning learning outcome.

1. Completion of Mathematics course for which Intermediate Algebra (Math 097) or higher is a prerequisite.

2. Completion of General Engineering 106, 112, 235, or 281.

3. Completion of Philosophy 120*

* *If option 3 is chosen, the student must, in addition, satisfy one of the following before graduation:*

a) *Qualify for placement in Math 102 or above; or*

b) *Complete Intermediate Algebra (Math 097) with a grade of 2.0 or higher.*

4. Completion of Philosophy 215

2. HUMANITIES/FINE ARTS/ENGLISH (15 credits)

(Minimum 15 credits from three **separate** areas.) **No more than 5 credits** in foreign language at the 100 level. **No more than 5 credits** in performance/skills courses (**all courses in bold type**) can be applied toward the Humanities/Fine Arts/English distribution.

Art 100, 105, 106, 107, 109, 110, 111, 112, 113, 114, 115, 120, 130, 209, 210, 212, 213, 214, 251, 252, 253, 255, 256, 257

Chinese 101, 102, 103

Communication 101, 110, 212, 215, 234, 238, 245

Dance 101, 102, 103, 204

Drama 102, 111, 112, 113, 120, 140, 141, 151, 152, 153

English 131, 132, 133, 135, 151, 152, 154, 160, 163, 165, 180, 181, 183, 185, 187, 190, 221, 222, 223, 224, 240, 244, 245, 246, 265, 266, 267, 268

French 101, 102, 103, 201

German 101, 102, 103

Humanities 100, 110, 133, 160, 186, 190, 191, 224

Japanese 101, 102, 103

Journalism 101, 150, 151, 152, 201, 254

Music 100, 101, 103, 105, 106, 111, 112, 113, 114, 115, 116, 118, 119, 120, 124, 127, 128, 129, 130.1, 130.2, 130.3, 132, 133, 218, 219, 220, 227, 228, 229, 230.1, 230.2, 230.3

Philosophy 100, 102, 103, 104, 105, 110, 112, 114, 115, 160, 200, 206, 210, 220, 238, 240

Photography 101, 102, 103, 104, 204

Spanish 101, 102, 103, 110, 201, 202, 203

3. SOCIAL SCIENCE (15 credits)

(Minimum 15 credits from three separate areas **or** minimum 15 credits from two separate areas with a 200-level course required within the two course emphasis)

American Ethnic and Minority Studies 100, 215

Anthropology 100, 201, 202, 203, 205, 206, 210, 215, 220, 265, 273, 274

Behavioral Science 175

Business Administration 101, 200, 205

Criminal Justice 100, 215

Economics 100, 101, 200, 201

Geography 100, 108, 120, 190, 200, 260

Geographic Information Systems 260

History 101, 102, 103, 120, 122, 135, 200, 220, 221, 222, 224, 225, 226, 228, 230, 231, 232, 235, 237, 240, 245, 250, 254

Political Science 100, 201, 202, 203, 204, 207

Psychology 100, 175, 201, 209, 210, 220, 250

Social Science 160, 200, 215

Sociology 110, 201, 215, 220, 230, 240, 245, 260

4. NATURAL SCIENCE (15 credits)

(Minimum of 15 credits from at least two **separate** areas [except for completion of IDS 101, 102, and 103 sequence which will satisfy the full Natural Science and lab science requirement]). 10 credits must be chosen from List A, including a minimum of 5 credits from lab sciences (**courses designated in bold type**). The additional 5 credits may be taken from either List A or List B.

LIST A

Anatomy-Physiology 100, 102, 103, 104, 205, 206, 210

Astronomy 100 or 101

Biology 100, 103, 110, 127, 201, 202, 203, 210

Chemistry 101, 102, 105, 140, 150, 160, 235, 236, 237

Environmental Science 204

Geology 101, 200, 206, 208

Interdisciplinary Science 101, 102, 103

Physics 101, 110, 111, 112, 150, 151, 152, 201, 202, 203, 208, 221

LIST B

Anthropology 201

Computer Science 142, 143, 144, 145

Engineering (GE) 104, 106, 112, 140, 142, 143, 144, 240, 280, 281

Mathematics 102, 104, 106, 107, 124, 125, 126, 156, 157, 170, 171, 172, 210, 224, 238, 240, 256

Philosophy 120, 215

5. ADDITIONAL CREDITS (15 credits)

A **minimum** of 15 total credits from courses listed in one or both of the following categories:

A. Distribution Courses

Courses in Humanities/Fine Arts/English, Social Science, or Natural Science categories listed above. There is no restriction on the number of required disciplines.

B. Generally Transferable Courses:

Business Administration 210, 220, 230

Early Childhood Education 101

Education in Early Childhood Education 110 or 110.1 and 110.2

Education 170

Natural Resources 100

6. LIFETIME FITNESS/WELLNESS/ACTIVITY (4-9 credits)

I. Lifetime Fitness/Wellness/Activity

(3 credits required)

One 2- or 3-credit course from List A is required.

LIST A:

Physical Education 101, 102, 103, 111, 131, 149, 160, 165

One course from List B must be taken if a 2-credit class from List A has been chosen:

LIST B:

Physical Education 101, 102, 103, 107, 108, 109, 110, 111, 112, 113, 114, 115, 117, 118, 119, 121, 122, 124, 125, 129, 131, 132, 134, 136, 137, 138, 139, 140, 141, 143, 144, 147, 148, 149, 150, 160, 165, 193, 201, 202, 207, 210, 211, 212, 215, 216, 224, 231, 234, 236, 251, 253

No more than 3 credits total of physical education coursework (including your elective credits) may be applied to the AA degree.

Degree exceptions for fitness/wellness courses must include medical documentation submitted to Disability Support Services (DSS) and documentation to the Degree Exception Committee.

II. ACTIVITY (1-6 credits – must take one)

An activity is a fully instructed course of study that primarily involves the student in an activity that develops a technique or a skill.

Art 111, 114, 130

Biology 140

Business Education 111, 115

Business Management 103

Dance 101

Drama 111, 153

Early Childhood Education 103, 104, 175, 214, 215

Education 210

Education in Early Childhood 220, 221

Health Education 190

Industrial Education 101, 102.1 or 102.2 or 102.3, 103

Journalism 100.1, 110, 120, 200

Music 118, 124, 127, 130.1, 132

Photography 101

Spanish 115

Technology 100

7. ELECTIVES (6-11 credits)

All courses numbered 100 or above, with the exception of Basic Skills and Physical Education, may be taken as electives. Courses should include preparation for a major and/or general interest/leisure-time activity.

8. TRANSFERABILITY OF CREDITS

Green River Community College is fully accredited. Academic courses will usually be accepted by other institutions offering the same (or similar) courses. However, each institution has its own transfer policies and each student is responsible for knowing the transfer and admission requirements of the receiving institution. Students are urged to consult with their advisor and a representative from the college they plan to attend after Green River.

University Transfer

Associate in Arts Degree (AA-DTA) Planning Guide – Minimum of 90 Credits

1. BASIC SKILLS (15 credits)

English 110 _____
 English 111 or 112 or 113 _____
 Quantitative Skills _____

2. HUMANITIES/FINE ARTS/ENGLISH (15 credits)

Three different areas

3. SOCIAL SCIENCE (15 credits)

Two or three different areas
 (see AA degree explanation)

4. NATURAL SCIENCE (15 credits)

Two different areas
List A (10 credits) include one lab

 Lab _____
List B (5 credits)

5. ADDITIONAL CREDITS (15 credits)

Choose among the distribution areas or these generally transferable courses:
 B A 210, 220, 230 _____
 ECE 101 _____
 Edec 110 or 110.1 and 110.2 _____
 Edu 170 _____
 Natrs 100 _____

6. LIFETIME FITNESS/WELLNESS ACTIVITY (4-9 credits)

A. Lifetime/Fitness/Wellness (No more than 3 credits)
List A: (2-3 credits)

List B: Choose 1 credit if a 2 credit class from List A has been chosen

B. Activity (1-6 credits)
 Must take one

7. ELECTIVES (6-11 credits)

Any course 100 or above

** You must maintain a minimum overall GPA of 2.0.
 This minimum may not meet the entrance requirements at four-year colleges.

SUMMER		FALL		WINTER		SPRING	
COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS
TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS	
SUMMER		FALL		WINTER		SPRING	
COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS
TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS	
SUMMER		FALL		WINTER		SPRING	
COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS
TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS	

** Please note that some majors at four-year colleges have special requirements. It is your responsibility to know these. Consult an Educational Planner or your Faculty Advisor for assistance in identifying or researching specific major requirements.

University Transfer

University Transfer

ASSOCIATE IN BUSINESS DEGREE

Direct Transfer Agreement (AB-DTA)

Minimum of 90 Credits

The Associate in Business degree is generally pursued by students who plan to transfer to a four-year university as a business major after completing their first two years at Green River. It is designed to meet the distribution requirements at four-year institutions in Washington state, by fulfilling the general requirements taken by freshman and sophomores. The degree also indicates that a student has completed a 2-year business program, which may be of value in career or lifetime goals.

To earn this degree, students must complete 90-quarter credits in courses numbered 100 or above (from approved distribution list below) and meet specific distribution requirements. No more than 25% of credit requirements may be taken on a pass/no-credit basis. Students should be aware that courses with "Pass" grades may not satisfy the requirements in their major field. Each student is responsible for knowing the transfer requirements and policies, and they are urged to consult the catalog of the institution to which they plan to transfer. Students must attain a cumulative grade point average of 2.0, and earn a minimum of 24 credits, including the last quarter in residence, at Green River Community College.

Associate in Business Degree Direct Transfer Agreement (AB-DTA) Minimum of 90 Credits

1. BASIC SKILLS (15 credits)

Any course used to satisfy **Basic Skills** distribution may not be used to satisfy any other portion of the Associate in Business degree requirements.

A. Communications: (10 credits)

Courses in this area support the written communication learning outcome.

English 110 **and** one of the following:

English 111, 112, or 113

B. Quantitative Skills: (5 credits)

Courses in this area support the quantitative and symbolic reasoning learning outcome.

Mathematics 124 or 157

2. HUMANITIES/FINE ARTS/ENGLISH (15 credits)

(Minimum 15 credits from three **separate** areas.)
No more than 5 credits in foreign language at the 100 level. No more than 5 credits of performance/skills classes (**all course numbers in bold type**) may be applied to the Humanities/Fine Arts/English distribution.

Art 100, 105, 106, 107, 109, 110, 111, 112, 113, 114, 115, 120, 130, 209, 210, 212, 213, 214, 251, 252, 253, 255, 256, 257

Chinese 101, 102, 103

Communication 101, 110, 112, 115, 234, 238, 245

Dance 101, 102, 103, 204

Drama 102, 111, 112, 113, 120, 140, 141, 151, 152, 153

English 131, 132, 133, 135, 151, 152, 154, 160, 163, 165, 180, 181, 183, 185, 187, 190, 221, 222, 223, 224, 240, 244, 245, 246, 265, 266, 267, 268

French 101, 102, 103, 201

German 101, 102, 103

Humanities 100, 110, 133, 160, 186, 190, 191, 224

Japanese 101, 102, 103

Journalism 101, 150, 151, 152, 201, 254

Music 100, 101, 103, 105, 106, 111, 112, 113, 114, 115, 116, 118, 119, 120, 124, 127, 128, 129, 130.1, 130.2, 130.3, 132, 133, 218, 219, 220, 227, 228, 229, 230.1, 230.2, 230.3

Philosophy 100, 102, 103, 104, 105, 110, 112, 114,

115, 160, 200, 206, 210, 215, 220, 238, 240

Photography 101, 102, 103, 104, 204

Spanish 101, 102, 103, 110, 201, 202, 203

3. SOCIAL SCIENCE (Minimum 20 credits)

A. Economics (10 Credits)

200 and 201

B. Business Administration (5 credits)

200 or 205

C. Choose 5 credits from the following areas:

American Ethnic and Minority Studies 100, 215

Anthropology 100, 201, 202, 203, 205, 206, 210, 215, 220, 265, 273, 274

Behavioral Science 175

Business Administration 101

Criminal Justice 100, 215

Geography 100, 108, 120, 190, 200, 260

Geographic Information Systems 260

History 101, 102, 103, 120, 122, 135, 200, 220, 221, 222, 224, 225, 226, 228, 230, 231, 232, 235, 237, 240, 245, 250, 254

Political Science 100, 201, 202, 203, 204, 207

Psychology 100, 175, 201, 209, 210, 220, 250

Social Science 160, 200, 215

Sociology 110, 201, 215, 220, 230, 240, 245, 260

4. NATURAL SCIENCE (Minimum 15 credits)

A. Mathematics 256 (5 credits)

B. Natural Science (10 credits)

(At least 5 credits from the lab sciences, **courses designated in bold type**, must be included)

Anatomy-Physiology 100, 102, 103, 104, 205, 206, 210

Astronomy 100 or 101

Biology 100, 103, 110, 127, 201, 202, 203, 210

Chemistry 101, 102, 105, 140, 150, 160, 235, 236, 237

Environmental Science 204

Geology 101, 200, 206, 208

Interdisciplinary Science 101, 102, 103

Physics 101, 110, 111, 112, 150, 151, 152, 201, 202, 203, 208, 221

5. ACCOUNTING (Minimum 15 credits)

Business Administration 210, 220, 230

6. FITNESS/WELLNESS (2-3 credits)

Fitness-related classes - must take one:

Physical Education 101, 102, 103, 111, 131, 149, 160, 165

No more than 3 credits total of physical education coursework (including your elective credits) may be applied to the AB-DTA degree.

Degree exceptions for fitness/wellness courses must include medical documentation submitted to Disability Support Services (DSS) and documentation to the Degree Exception Committee.

7. ELECTIVES (Minimum 7-8 credits)

All courses numbered 100 or above with the exception of Basic Skills and Physical Education may be taken as electives. Courses should include preparation for a major and/or general interest leisure-time activity.

Note: *Your choice of electives will be made in consultation with your Green River advisor and your transfer university admissions representative.*

8. TRANSFERABILITY OF CREDITS

Green River Community College is fully accredited. Academic courses will usually be accepted by other institutions offering the same (or similar) courses. However, each institution has its own transfer policies and each student is responsible for knowing the transfer and admission requirements of the receiving institution. Students are urged to consult with their advisor and a representative from the college they plan to attend after Green River.

University Transfer

Associate in Business (AB-DTA) Planning Guide – Minimum of 90 Credits

1. BASIC SKILLS (15 credits)

English 110 _____
 English 111 or 112 or 113 _____
 Math 124 or 157 _____

2. HUMANITIES/FINE ARTS/ENGLISH (15 credits)

Three different areas

3. SOCIAL SCIENCE (20 credits)

Two or three different areas
 (see AA degree requirements)
 A. Econ 200 and Econ 201

 B. B A 200 or B A 205

 C. 5 credits from a separate area than above

4. NATURAL SCIENCE (15 credits)

A. Math 256 _____
 B. Two separate areas (include one lab science):
 Lab _____

5. ACCOUNTING (15 credits)

B A 210, 220 and 230

6. FITNESS/WELLNESS (2-3 credits)

P E

7. ELECTIVES (Minimum 7-8 credits)

Any course 100 or above

** You must maintain a minimum overall GPA of 2.0. This minimum may not meet the entrance requirements at four-year colleges.

SUMMER		FALL		WINTER		SPRING	
COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS
TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS	
SUMMER		FALL		WINTER		SPRING	
COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS
TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS	
SUMMER		FALL		WINTER		SPRING	
COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS
TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS	

** Please note that some majors at four-year colleges have special requirements. It is your responsibility to know these. Consult an Educational Planner or your Faculty Advisor for assistance in identifying or researching specific major requirements.

University Transfer

ASSOCIATE IN MATH EDUCATION

Direct Transfer Agreement (AM-DTA)

Minimum of 90 Credits

The Associate in Math Education degree (DTA) was created to aid students interested in careers as secondary math or science teachers. Future secondary teachers must pursue a major in their field as well as entrance into a school of education. As a result, there is little room for electives.

This degree is intended to insure that graduates of Green River are as well prepared as their counterparts at four-year colleges. The transferability of these degrees is backed by a statewide articulation agreement with teacher-training universities. In addition, the Associate in Math Education (DTA) is accepted by public baccalaureate institutions in the state of

Washington under the Direct Transfer Agreement. It will fulfill the general education requirements at the public Washington state transfer institution.

Apart from the requirements embedded within the degree, students should check specific requirements of their intended transfer schools. This is especially true in the area of field experience, since teacher certification institutions vary in terms of the quality and quantity of experience required.

To earn this degree, students must complete 90-quarter credits in courses numbered 100 or above (from approved distribution list below) and meet specific distribution requirements. No more than 25% of credit requirements may be taken on a pass/no-credit basis. Students should be aware that courses with "Pass" grades may not satisfy the requirements in their major field. Each student is responsible for knowing the transfer requirements and policies, and they are urged to consult the catalog of the institution to which they plan to transfer. Students must attain a cumulative grade point average of 2.0 and earn a minimum of 24 credits, including the last quarter in residence, at Green River Community College.

Associate in Math Education Direct Transfer Agreement (AM-DTA) Minimum of 90 Credits

1. BASIC SKILLS (15 credits)

Any course used to satisfy **Basic Skills** distribution may not be used to satisfy any other portion of the Associate in Math Education degree requirements.

A. Communications: (10 credits)

Courses in this area support the written communication learning outcome.

English 110 **and** one of the following

English 111, 112 **or** 113.

B. Quantitative Skills: (5 credits)

Courses in this area support the quantitative and symbolic reasoning learning outcome.

Mathematics 124

2. HUMANITIES/FINE ARTS/ENGLISH (15 credits)

No more than 10 credits allowed from any one discipline.

A. Communication 101

B. No more than 5 credits allowed from any one discipline. No more than 5 credits in foreign language at the 100 level. No more than 5 credits in performance/skills courses (**all courses in bold type**) can be applied towards Humanities/Fine Arts/English distribution.

Art 100, **105, 106, 107, 109, 110, 111, 112, 113, 114, 115, 120, 130, 209, 210, 212, 213, 214, 251, 252, 253, 255, 256, 257**

Chinese 101, 102, 103

Communication 110, 212, 215, 234, 238, 245

Dance **101, 102, 103, 204**

Drama 102, **111, 112, 113, 120, 140, 141, 151, 152, 153**

English 131, 132, 133, 135, 151, 152, 154, 160, 163, 165, 180, 181, 183, 185, 187, 190, 221, 222, 223, 224, 240, 244, 245, 246, 265, 266, 267, 268

French 101, 102, 103, 201

German 101, 102, 103

Humanities 100, 110, 133, 160, 186, 190, 191, 224

Japanese 101, 102, 103

Journalism 101, 150, 151, 152, 201, 254

Music 100, 101, 103, 105, 106, 111, 112, 113,

114, 115, 116, 118, 119, 120, 124, 127, 128, 129,

130.1, 130.2, 130.3, 132, 133, 218, 219, 220,

227, 228, 229, 230.1, 230.2, 230.3

Philosophy 100, 102, 103, 104, 105, 110, 112, 114,

115, 160, 200, 206, 210, 215, 220, 238, 240

Photography **101, 102, 103, 104, 204**

Spanish 101, 102, 103, 110, 201, 202, 203

3. SOCIAL SCIENCE (Minimum 15 credits)

No more than 10 credits from any one discipline.

A. Psychology 100

B. A minimum of 5 credits from the following:

American Ethnic and Minority Studies 100

Anthropology 202

C. A minimum of 5 credits from the following:

Anthropology 100, 201, 203, 205, 206, 210, 215, 220, 265, 273, 274

Economics 100, 101, 200, 201

History 101, 102, 103, 120, 122, 135, 200, 220, 221, 222, 224, 225, 226, 228, 230, 231, 232, 235, 237, 240, 245, 250, 254

Political Science 100, 201, 202, 203, 204, 207

Psychology 175, 201, 209, 210, 220, 250

Social Science 160, 200, 215

Sociology 110, 201, 215, 220, 230, 240, 245, 260

4. NATURAL SCIENCES (15 credits)

No more than 10 credits allowed from any one discipline.

A. Mathematics 125

B. A minimum of 10 credits from the following list with 5 credits from the lab sciences (**courses designated in bold type**) must be included.

Astronomy 101

Biology **100, 103, 110, 127, 201, 202, 203, 210**

Chemistry **101, 102, 105, 140, 150, 160,**

235, 236, 237

Geology **101, 200, 206, 208**

Physics **101, 110, 111, 112, 150, 151, 152,**

201, 202, 203, 208, 221

5. ADDITIONAL COURSES (25-26 credits)

Education 170

Health Education 190

Mathematics 126, 224 **and** 240

Fitness/Wellness (2-3 credits)

Physical Education 101, 102, 103, 111, 131, 149, 160, 165

No more than 3 credits total of physical education coursework (including your elective credits) may be applied to the AM-DTA degree.

Degree exceptions for fitness/wellness courses must include medical documentation submitted to Disability Support Services (DSS) and documentation to the Degree Exception Committee.

6. ELECTIVES (4-5 credits)

All courses listed previously except Basic Skills and Physical Education may be taken as electives. In addition, classes numbered 100 or above may be taken as electives. Courses should include preparation for major and/or general interest/leisure-time activities. (Consult your transfer institution).

7. TRANSFERABILITY OF CREDITS

Green River Community College is fully accredited. Academic courses will usually be accepted by other institutions offering the same (or similar) courses. However, each institution has its own transfer policies and each student is responsible for knowing the transfer and admission requirements of the receiving institution. Students are urged to consult with their advisor and a representative from the college they plan to attend after Green River.

University Transfer

Associate in Math Education (AM-DTA) Planning Guide – Minimum of 90 Credits

1. BASIC SKILLS (15 credits)

English 110 _____
 English 111 or 112 or 113 _____
 Math 124 _____

2. HUMANITIES/FINE ARTS/ENGLISH (15 credits)

A. Comm 101 _____
 B. Two separate areas

3. SOCIAL SCIENCE (15 credits)

A. Psych 100 _____
 B. Ames 100 or Anthr 202 _____
 C. 5 credits from list _____

4. NATURAL SCIENCE (15 credits)

A. Math 125 _____
 B. Two separate areas: (include one lab)

 Lab _____

5. ADDITIONAL COURSES (25-26 credits)

Edu 170 _____
 HI Ed 190 _____
 Math 126 _____
 Math 224 _____
 Math 240 _____
 Fitness/Wellness _____
 P E _____

6. ELECTIVES (4-5 credits)

Any course 100 or above

** You must maintain a minimum overall GPA of 2.0. This minimum may not meet the entrance requirements at four-year colleges.

SUMMER		FALL		WINTER		SPRING	
COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS
TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS	
SUMMER		FALL		WINTER		SPRING	
COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS
TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS	
SUMMER		FALL		WINTER		SPRING	
COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS
TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS	

** Please note that some majors at four-year colleges have special requirements. It is your responsibility to know these. Consult an Educational Planner or your Faculty Advisor for assistance in identifying or researching specific major requirements.

University Transfer

University Transfer

ASSOCIATE IN SCIENCE DEGREE

Transfer Degree (AS-T)

The Associate in Science degree encompasses general education courses required of first and second year students and is intended to prepare students planning to transfer to a four-year institution in the science-related fields. It will give students the broad background needed before beginning more specialized, upper-division courses. It also indicates completion of a two-year liberal arts program, which can help students in all aspects of their life including career goals. The Associate in Science degree curriculum is not intended to fulfill General Education/University (GER/GUR) requirements, but rather to prepare prospective transfer science students to enter the state universities with junior standing, not only in credits but with major/program preparation as well.

To earn this degree, you must complete 90-quarter credits in courses numbered 100 or above (from approved Associate in Science-Transfer distribution list) and meet specific distribution requirements. No more than 20 credits may be taken on a pass/no credit basis. Students should be aware that courses with "Pass" grades may not satisfy the requirements in their major field. Each student is responsible for knowing the transfer requirements and policies, and they are urged to consult the catalog of the institution for which they plan to transfer. You must attain a cumulative grade point average of 2.0, and earn a minimum of 24 credits, including the last quarter in residence, at Green River Community College. You should include some 200-level classes in your course of study.

The Associate of Science degree has two options:

Program		Page No.
AS-T Option 1	1. Associate in Science-Transfer degree (Opt 1) – <i>Biology, Environmental Science, Chemistry, Geology, and Earth Science</i>	57-58
	2. Associate in Science-Transfer degree (Opt 1) – <i>Biology Education</i>	59
	3. Associate in Science-Transfer degree (Opt 1) – <i>Chemistry Education</i>	60
	4. Associate in Science-Transfer degree (Opt 1) – <i>General Science Education</i>	61
AS-T Option 2	1. Associate in Science-Transfer degree (Opt 2) – <i>Engineering, Engineering Technology, Computer Science, Physics, and Atmospheric Sciences</i>	62-63
	2. Associate in Science-Transfer degree (Opt 2) – <i>Physics Education</i>	64
	3. Associate in Science-Transfer degree (Opt 2) – <i>Major Related Program (MRP) 1 - Engineering: Mechanical/Civil/Aeronautical/Industrial/Materials Science/pre-Engineering (Other Engineering)</i>	65-66
	4. Associate in Science-Transfer degree (Opt 2) – <i>Major Related Program (MRP) 2 - Engineering: Biological or Chemical pre-Engineering</i>	67-68
	5. Associate in Science-Transfer degree (Opt 2) – <i>Major Related Program (MRP) 3 - Engineering: Computer or Electrical pre-Engineering</i>	69-70

Students need to declare which option they are pursuing and, with the direction of their academic advisor, carefully design their educational plan.

Associate in Science Transfer Degree (AS-T Opt 1) Minimum of 90 Credits

Biology, Environmental Science, Chemistry, Geology, and Earth Science

1. GENERAL REQUIREMENTS (20 credits)

A. Communications: (5 credits)

Courses in this area support the written communication learning outcome.

English 110 (5 credits)

After consultation with a science advisor, five additional credits are recommended from the following:

English 111, 112 or 113

B. Quantitative Skills: (15 credits)

Courses in this area support the quantitative and symbolic reasoning learning outcome.

Mathematics 124, 125, 126 or 256

2. HUMANITIES/FINE ARTS/ENGLISH AND SOCIAL SCIENCE (15 credits)

Select 15 credits of humanities/fine arts/English and social science with at least five credits taken from each. Three different subjects required.

A. Humanities/Fine Arts/English

A minimum of 5 credits from the following:
No more than 5 credits in foreign

*language at the 100 level. **No more than 5 credits** in performance or skills courses (all courses in bold type) may be applied to the Humanities/Fine Arts/English distribution.*

Art 100, 105, 106, 107, 109, 110, 111, 112, 113, 114, 115, 120, 130, 209, 210, 212, 213, 214, 251, 252, 253, 255, 256, 257

Chinese 101, 102, 103

Communication 101, 110, 212, 215, 234, 238, 245

Dance 101, 102, 103, 204

Drama 102, 111, 112, 113, 120, 140, 141, 151, 152, 153

English 131, 132, 133, 135, 151, 152, 154, 160, 163, 165, 180, 181, 183, 185, 187, 190, 221, 222, 223, 224, 240, 244, 245, 246, 265, 266, 267, 268

French 101, 102, 103, 201

German 101, 102, 103

Humanities 100, 110, 133, 160, 186, 190, 191, 224

Japanese 101, 102, 103

Journalism 101, 150, 151, 152, 201, 254

Music 100, 101, 103, 105, 106, 111, 112, 113, 114, 115, 116, 118, 119, 120, 124, 127, 128, 129, 130.1, 130.2, 130.3, 132, 133, 218, 219, 220, 227, 228, 229, 230.1, 230.2, 230.3

Philosophy 100, 102, 103, 104, 105, 110, 112, 114, 115, 160, 200, 206, 210, 215, 220, 238, 240

Photography 101, 102, 103, 104, 204

Spanish 101, 102, 103, 110, 201, 202, 203

B. SOCIAL SCIENCE

A minimum of 5 credits from the following:

American Studies 100, 215

Anthropology 100, 201, 202, 203, 205, 206, 210, 215, 220, 265, 273, 274

Behavioral Science 175

Business Administration 101, 200, 205

Criminal Justice 100, 215

Economics 100, 101, 200, 201

Geography 100, 108, 120, 190, 200, 260

Geographic Information Systems 260

History 101, 102, 103, 120, 122, 135, 200, 220, 221, 222, 224, 225, 226, 228, 230, 231, 232, 235, 237, 240, 245, 250, 254

Political Science 100, 201, 202, 203, 204, 207

Psychology 100, 175, 201, 209, 210, 220, 250

Social Science 160, 200, 215

Sociology 110, 201, 215, 220, 230, 240, 245, 260

3. SPECIFIC REQUIREMENTS (50 credits)

Class selection depends on the student's area of study. After consultation with a science advisor, a total of 50 credits are required from the following list:

A. Chemistry 140, 150, and 160 (18 credits)

*(**Chemistry 235, 236 and 237** may be substituted with prior consultation with a science/engineering advisor.)*

B. Select 15-18 credits to be taken in sequence order from the following:

1. **Biology 201, 202 and 203 or**

2. **Physics 110, 111 and 112 or**

3. **Physics 201, 202 and 203**

C. Natural Science

Select 14-17 credits from the following list after consultation with a science advisor.

Anatomy/Physiology 205, 206, 210

Biology 201, 202, 203, 210

Chemistry 140, 150, 160, 235, 236, 237

Engineering 106, 112, 280

Environmental Science 204

Geology 101, 206

Mathematics 102, 104, 106, 126, 224, 238, 240, 256

Philosophy 120, 215

Physics 110, 111, 112, 150, 151, 152, 201, 202, 203, 208, 221

4. FITNESS/WELLNESS (2-3 credits)

Select one course from the following:

Physical Education 101, 102, 103, 111, 131, 149, 160, 165

Degree exceptions for fitness/wellness courses must include medical documentation submitted to Disability Support Services (DSS) and documentation to the Degree Exception Committee.

5. ELECTIVES (2-3 credits)

Select 2-3 credits of any course 100 level or above.

English 111, 112 or 113 may be used.

6. TRANSFERABILITY OF CREDITS

Green River Community College is fully accredited. Academic courses will usually be accepted by other institutions offering the same (or similar) courses. However, each institution has its own transfer policies and each student is responsible for knowing the transfer and admission requirements of the receiving institution. Students are urged to consult with their advisor and a representative from the college they plan to attend after Green River.

University Transfer

**Associate in Science -Transfer Degree (AS-T Opt 1) Planning Guide – Minimum of 90 Credits
Biology, Environmental Science, Chemistry, Geology, and Earth Science**

1. GENERAL REQUIREMENTS (20 credits)

- A. English 110 _____
English 111 or 112 or 113 (optional)
- B. Math 124 _____
Math 125 _____
Math 126 or 256 _____

2. HUMANITIES/FINE ARTS/ENGLISH and SOCIAL SCIENCE (15 credits)

With at least 5 credits from each; three separate areas:

3. SPECIFIC REQUIREMENTS (50 credits)

- A. Select 18 credits
Chem 140 _____
Chem 150 _____
Chem 160 _____
(Chem 235, 236, 237 may be substituted)
- B. Select 15-18 credits to be taken in sequence order from the following list:
Biol 201 _____
Biol 202 _____
Biol 203 _____
or
Phys 110 _____
Phys 111 _____
Phys 112 _____
or
Phys 201 _____
Phys 202 _____
Phys 203 _____

C. NATURAL SCIENCE

Select 14-17 credits after consultation with a Science advisor.

4. FITNESS/ WELLNESS (2-3 credits)

PE _____

5. ELECTIVES (2-3 credits)

(Engl 111, 112, or 113 may be used)

** You must maintain a minimum overall GPA of 2.0. This minimum may not meet the entrance requirements at four-year colleges.

SUMMER		FALL		WINTER		SPRING	
COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS
TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS	
SUMMER		FALL		WINTER		SPRING	
COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS
TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS	
SUMMER		FALL		WINTER		SPRING	
COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS
TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS	

** Please note that some majors at four-year colleges have special requirements. It is your responsibility to know these. Consult an Educational Planner or your Faculty Advisor for assistance in identifying or researching specific major requirements.

University Transfer

**Associate in Science Transfer Degree
(AS-T Opt 1)
104-105 Credits**

Biology Education

1. BASIC SKILLS (15 credits)

A. Communications: (5 credits)

Courses in this area support the written communication learning outcome.

English 110

B. Quantitative Skills: (10 credits)

Courses in this area support the quantitative and symbolic reasoning learning outcome.

Mathematics 124 **and** 125

2. HUMANITIES/FINE ARTS/ENGLISH and SOCIAL SCIENCE (15 credits)

A. Communication 101

B. Psychology 100

C. A minimum of 5 credits from the following:

American Ethnic and Minority Studies 100

Anthropology 202

3. SPECIFIC PRE-MAJOR REQUIREMENTS (59 credits):

A. Chemistry (140, 150 **and** 160) **and** (235, 236 **and** 237)

B. Biology 201, 202 **and** 203

C. Mathematics 256

4. ADDITIONAL COURSES (15-16 credits)

Education 170

English 111, 112 **or** 113

Health Education 190

Fitness/Wellness (2-3 credits):

Physical Education 101, 102, 103, 111, 131, 149, 160, 165

Although it is not a requirement for this degree, it is recommended that students take additional coursework to better prepare them for transfer into this educational field.

Recommended: (15 credits)

Physics: The sequence is 110, 111 **and** 112

or

Physics: The sequence is 150, 151 **and** 152

or

Physics: The sequence is 201, 202 **and** 203

**Associate in Science-Transfer Degree (AS-T Opt 1) Biology Education Planning Guide
104-105 Credits**

1. BASIC SKILLS (15 credits)

Engl 110 _____

Math 124 _____

Math 125 _____

2. HUMANITIES/FINE ARTS ENGLISH (15 credits)

Comm 101 _____

Psych 100 _____

Ames 100 or Anthr 202 _____

3. SPECIFIC PRE-MAJOR (59 credits)

A. Chem 140 _____

Chem 150 _____

Chem 160 _____

Chem 235 _____

Chem 236 _____

Chem 237 _____

B. Biol 201 _____

Biol 202 _____

Biol 203 _____

C. Math 256 _____

4. ADDITIONAL COURSES (15-16 credits)

Edu 170 _____

Engl 111, 112 **or** 113 _____

HI Ed 190 _____

Fitness/Wellness/P E _____

Recommended (15 credits)

Phys 110, 111 **and** 112 **or**

Phys 150, 151 **and** 152 **or**

Phys 201, 202 **and** 203 **or**

Use Quarterly Planning Guide on page 58 to plan your schedule.

University Transfer

**Associate in Science Transfer Degree
(AS-T Opt 1)
101-102 Credits**
Chemistry Education
1. BASIC SKILLS (15 credits)
A. Communications (5 credits)

Courses in this area support the written communication learning outcome.

English 110

B. Quantitative Skills (10 credits)

Courses in this area support the quantitative and symbolic reasoning learning outcome.

Mathematics 124 **and** 125

**2. HUMANITIES/FINE ARTS/ENGLISH and
SOCIAL SCIENCE (15 credits)**
A. Communication 101
B. Psychology 100
**C. A minimum of 5 credits from the
following:**

American Ethnic and Minority Studies 100

Anthropology 202

**3. SPECIFIC PRE-MAJOR REQUIREMENTS
(56 credits)**
A. Chemistry (140, 150 **and 160) **and**
(235, 236 **and** 237)**
B. Physics: The sequence is 110, 111 **and** 112
or

Physics: The sequence is 150, 151 **and** 152
or

Physics: The sequence is 201, 202 **and** 203

C. Mathematics 126 **or 156**
4. ADDITIONAL COURSES (15-16 credits)

Education 170

English 111, 112 **or** 113

Health Education 190

Fitness/Wellness (2-3 credits):

Physical Education 101, 102, 103, 111,
131, 149, 160, 165

**Associate in Science-Transfer Degree (AS-T Opt 1) Chemistry Education Planning Guide
101-102 Credits**
1. BASIC SKILLS (15 credits)

Engl 110 _____

Math 124 _____

Math 125 _____

**2. HUMANITIES/FINE ARTS/ENGLISH
and SOCIAL SCIENCE (15 credits)**

Comm 101 _____

Psych 100 _____

Ames 100 **or** Anthr 202 _____

3. SPECIFIC PRE-MAJOR (56 credits)

A. Chem 140 _____ (6)

Chem 150 _____ (6)

Chem 160 _____ (6)

Chem 235 _____ (6)

Chem 236 _____ (6)

Chem 237 _____ (6)

B. Phys 110 _____ (5)

Phys 111 _____ (5)

Phys 112 _____ (5)

or

Phys 150 _____ (5)

Phys 151 _____ (5)

Phys 152 _____ (5)

or

Phys 201 _____ (5)

Phys 202 _____ (5)

Phys 203 _____ (5)

C. Math 126 **or** 156 _____ (5)

**4. ADDITIONAL COURSES
(15-16 credits)**

Edu 170 _____

Engl 111, 112 **or** 113 _____

HI Ed 190 _____

Fitness/Wellness/P E _____

*Use Quarterly Planning Guide on
page 58 to plan your schedule.*

**Associate in Science Transfer Degree
(AS-T Opt 1)
93-97 Credits**

General Science Education

- 1. **BASIC SKILLS** (15 credits)
 - A. **Communications:** (5 credits)
Courses in this area support the written communication learning outcome.
English 110
 - B. **Quantitative Skills:** (10 credits)
Courses in this area support the quantitative and symbolic reasoning learning outcome.
Mathematics 124 **and** 125
- 2. **HUMANITIES/FINE ARTS/ENGLISH and SOCIAL SCIENCE** (15 credits)
 - A. **Communication** 101
 - B. **Psychology** 100
 - C. A minimum of 5 credits from the following:
American Ethnic and Minority Studies 100
Anthropology 202
- 3. **SPECIFIC PRE-MAJOR REQUIREMENTS** (48-51 credits):
 - A. **Mathematics** 256
 - B. Completion of a minimum of three sequences from the following four subject areas:
 - 1. **Chemistry:** the sequence is 140, 150, **and** 160
 - 2. **Biology:** the sequence is 201, 202, **and** 203
 - 3. **Physics:** the sequence is 110, 111, **and** 112
or
Physics: the sequence is 150, 151, **and** 152
or
Physics: the sequence is 201, 202, **and** 203
 - 4. **Geology:** the sequence is 101 **and** 206
- 4. **ADDITIONAL COURSES** (15-16 credits)
 - Education** 170
 - English** 111, 112 **or** 113
 - Health Education** 190
 - Fitness/Wellness** (2-3 credits):
Physical Education 101, 102, 103, 111, 131, 149, 160, 165

**Associate in Science-Transfer Degree (AS-T Opt 1) General Science Education Planning Guide
93-97 Credits**

- 1. **BASIC SKILLS (15 credits)**
Engl 110 _____
Math 124 _____
Math 125 _____
- 2. **HUMANITIES/FINE ARTS/ENGLISH and SOCIAL SCIENCE (15 credits)**
Comm 101 _____
Psych 100 _____
Ames 100 **or** Anthr 202 _____
- 3. **SPECIFIC PRE-MAJOR (48-51 credits)**
 - A. Math 256 _____
 - B. Select at least 3 from the following sequences:
 - 1. Chem 140 _____
Chem 150 _____
Chem 160 _____
 - 2. Biol 201 _____
Biol 202 _____
Biol 203 _____
 - 3. Phys 110 _____
Phys 111 _____
Phys 112 _____
 - or**
- Phys 150 _____
Phys 151 _____
Phys 152 _____
or
Phys 201 _____
Phys 202 _____
Phys 203 _____
- 4. Geol 101 _____
Geol 206 _____
- 4. **ADDITIONAL COURSES (15-16 credits)**
Edu 170 _____
Engl 111, 112 **or** 113 _____
HI Ed 190 _____
Fitness/Wellness/P E _____

Use Quarterly Planning Guide on page 58 to plan your schedule.

University Transfer

Associate in Science Transfer Degree (AS-T Opt 2) Minimum of 90 Credits

Engineering, Engineering Technology, Computer Science, Physics, and Atmospheric Sciences

1. GENERAL REQUIREMENTS (20 credits)

A. Communications: (5 credits)

Courses in this area support the written communication learning outcome.

English 110

After consultation with a science advisor, five additional credits are recommended from the following:

English 111, 112 or 113

B. Quantitative Skills: (15 credits)

Courses in this area support the quantitative and symbolic reasoning learning outcome.

Mathematics 124, 125, 126 or 256

2. HUMANITIES/FINE ARTS/ENGLISH AND SOCIAL SCIENCE (15 credits)

Select 15 credits of humanities/fine arts/English and social science with at least five credits taken from each. Three different subjects required.

A. Humanities/Fine Arts/English

A minimum of 5 credits from the following: No more than 5 credits in foreign language at the 100 level. **No more than 5 credits** in performance or skills courses (**all courses in bold type**) may be applied to the Humanities/Fine Arts/English distribution.

Art 100, 105, 106, 107, 109, 110, 111, 112, 113, 114, 115, 120, 130, 209, 210, 212, 213, 214, 251, 252, 253, 255, 256, 257

Chinese 101, 102, 103

Communication 101, 110, 212, 215, 234, 238, 245

Dance 101, 102, 103, 204

Drama 102, 111, 112, 113, 120, 140, 141, 151, 152, 153

English 131, 132, 133, 135, 151, 152, 154, 160, 163, 165, 180, 181, 183, 185, 187, 190, 221, 222, 223, 224, 240, 244, 245, 246, 265, 266, 267, 268

French 101, 102, 103, 201

German 101, 102, 103

Humanities 100, 110, 133, 160, 186, 190, 191, 224

Japanese 101, 102, 103

Journalism 101, 150, 151, 152, 201, 254
Music 100, 101, 103, 105, 106, 111, 112, 113, 114, 115, 116, 118, 119, 120, 124, 127, 128, 129, 130.1, 130.2, 130.3, 132, 133, 218, 219, 220, 227, 228, 229, 230.1, 230.2, 230.3

Philosophy 100, 102, 103, 104, 105, 110, 112, 114, 115, 160, 200, 206, 210, 215, 220, 238, 240

Photography 101, 102, 103, 104, 204

Spanish 101, 102, 103, 110, 201, 202, 203

B. SOCIAL SCIENCE

A minimum of 5 credits from the following:

American Ethnic and Minority Studies 100, 215

Anthropology 100, 201, 202, 203, 205, 206, 210, 215, 220, 265, 273, 274

Behavioral Science 175

Business Administration 101, 200, 205

Criminal Justice 100, 215

Economics 100, 101, 200, 201

Geography 100, 108, 120, 190, 200, 260

Geographic Information Systems 260

History 101, 102, 103, 120, 122, 135, 200, 220, 221, 222, 224, 225, 226, 228, 230, 231, 232, 235, 237, 240, 245, 250, 254

Political Science 100, 201, 202, 203, 204, 207

Psychology 100, 175, 201, 209, 210, 220, 250

Social Science 160, 200, 215

Sociology 110, 201, 215, 220, 230, 240, 245, 260

3. SPECIFIC REQUIREMENTS:

Class selection depends on the student's area of study. After consultation with a science advisor, a total of 50 credits are required from the following list:

A. Physics 201, 202 and 203 (15 credits)

Physics 110, 111 and 112 may be substituted with prior consultation with a science/engineering advisor.

B. Select 6 credits to be taken from the following:

Chemistry 140, 150, 160, 235, 236, 237

C. Select 5 credits from the following:

Computer Science 145

General Engineering/Computer Science 142, 143, 144

D. Natural Science

Select 24 credits from the following list after consultation with a science/engineering advisor.

Anatomy/Physiology 205, 206, 210

Biology 201, 202, 203, 210

Chemistry 140, 150, 160, 235, 236, 237

Computer Science 142, 143, 144, 145

Engineering (G E) 106, 112, 140, 142, 143, 144, 240, 280, 281

Environmental Science 204

Geology 101, 206

Mathematics 102, 104, 106, 126, 224, 238, 240, 256

Philosophy 120, 215

Physics 110, 111, 112, 150, 151, 152, 201, 202, 203, 208, 221

4. FITNESS/WELLNESS (2-3 credits)

Select one course from the following:

Physical Education 101, 102, 103, 111, 131, 149, 160, 165

Degree exceptions for fitness/wellness courses must include medical documentation submitted to Disability Support Services (DSS) and documentation to the Degree Exception Committee.

5. ELECTIVES (2-3 credits)

Select 2-3 credits of any course 100 level or above.

English 111, 112 or 113 may be used.

6. TRANSFERABILITY OF CREDITS

Green River Community College is fully accredited. Academic courses will usually be accepted by other institutions offering the same (or similar) courses. However, each institution has its own transfer policies and each student is responsible for knowing the transfer and admission requirements of the receiving institution. Students are urged to consult with their advisor and a representative from the college they plan to attend after Green River.

Associate in Science -Transfer Degree (AS-T Opt 2) Planning Guide – Minimum of 90 Credits
Engineering, Engineering Technology, Computer Science, Physics, and Atmospheric Sciences

- | | | |
|---|---|--|
| <p>1. GENERAL REQUIREMENTS (20 credits)</p> <p>A. Engl 110 _____
 Engl 111, 112, or 113 (optional)</p> <p>B. Math 124 _____
 Math 125 _____
 Math 126 or 256 _____</p> | <p>3. SPECIFIC REQUIREMENTS (50 credits)</p> <p>A. Select 15 credits
 Phys 201 _____
 Phys 202 _____
 Phys 203 _____
 <i>(Phys 110, 111 and 112 may be substituted)</i></p> <p>B. Select 6 credits:
 Chem 140, 150, 160, 235, 236, or 237
 _____</p> <p>C. Select 5 credits:
 G E/C Sci 142, 143, 144 or C Sci 145
 _____</p> | <p>D. Natural Science (24 credits)

 _____</p> <p>4. FITNESS/WELLNESS (2-3 credits)
 P E _____</p> <p>5. ELECTIVES (2-3 credits)
 Engl 111, 112, or 113 may be used

 _____</p> |
|---|---|--|

** You must maintain a minimum overall GPA of 2.0. This minimum may not meet the entrance requirements at four-year colleges.

SUMMER		FALL		WINTER		SPRING	
COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS
TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS	

SUMMER		FALL		WINTER		SPRING	
COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS
TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS	

SUMMER		FALL		WINTER		SPRING	
COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS
TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS	

** Please note that some majors at four-year colleges have special requirements. It is your responsibility to know these. Consult an Educational Planner or your Faculty Advisor for assistance in identifying or researching specific major requirements.

University Transfer

**Associate in Science Transfer Degree
(AS-T Opt 2)
97-98 Credits**

Physics Education

- 1. **BASIC SKILLS** (15 credits)
 - A. **Communications:** (5 credits)
Courses in this area support the written communication learning outcome.
English 110
 - B. **Quantitative Skills:** (10 credits)
Courses in this area support the quantitative and symbolic reasoning learning outcome.
Mathematics 124 **and** 125
- 2. **HUMANITIES/FINE ARTS/ENGLISH and SOCIAL SCIENCE** (15 credits)
 - A. **Communication** 101
 - B. **Psychology** 100
- C. A minimum of 5 credits from the following:
American Ethnic and Minority Studies 100
Anthropology 202
- 3. **SPECIFIC PRE-MAJOR REQUIREMENTS** (52 credits):
 - A. **Physics** 201, 202, **and** 203
 - B. **Chemistry** 140 **and** 160
 - C. **Mathematics** 126, 224, 238, **and** 240
 - D. **General Engineering/Computer Science** 142
- 4. **ADDITIONAL COURSES** (15-16 credits)
 - Education** 170
 - English** 111, 112 **or** 113
 - Health Education** 190
 - Fitness/Wellness** (2-3 credits):
Physical Education 101, 102, 103, 111, 131, 149, 160, 165

**Associate in Science-Transfer Degree (AS-T Opt 1) Physics Education Planning Guide
97-98 Credits**

- 1. **BASIC SKILLS (15 credits)**
 - Engl 110 _____
 - Math 124 _____
 - Math 125 _____
- 2. **HUMANITIES/FINE ARTS/ENGLISH and SOCIAL SCIENCE (15 credits)**
 - Comm 101 _____
 - Psych 100 _____
 - Ames 100 **or** Anthr 202 _____
- 3. **SPECIFIC PRE-MAJOR (52 credits)**
 - A. Phys 201 _____
 - Phys 202 _____
 - Phys 203 _____
 - B. Chem 140 _____
 - Chem 150 _____
 - C. Math 126 _____
 - Math 224 _____
 - Math 238 _____
 - Math 240 _____
 - D. G E/C Sci 142 _____
- 4. **ADDITIONAL COURSES (15-16 credits)**
 - Edu 170 _____
 - Engl 111, 112 **or** 113 _____
 - HI Ed 190 _____
 - Fitness/Wellness/P E _____

Use Quarterly Planning Guide on page 63 to plan your schedule.

University Transfer

Associate in Science Transfer Degree (Opt 2) – Major Related Program (MRP) 1 112 Credits

Engineering: Mechanical/Civil/Aeronautical/Industrial/Materials Science/ pre-Engineering (Other Engineering)

1. GENERAL REQUIREMENTS (35 credits)

A. Communications: (5 credits)

Courses in this area support the written communication learning outcome.

English 110 (5 credits)

B. Quantitative Skills: (30 credits)

Courses in this area support the quantitative and symbolic reasoning learning outcome.

Mathematics 124, 125, 126, 224, 238 **and** 240

2. HUMANITIES/FINE ARTS/ENGLISH and SOCIAL SCIENCE (15 credits)

(Select 15 credits of humanities/fine arts/English and social science with at least five credits taken from each. Three different subjects required.)

A. Humanities/Fine Arts/English

A minimum of 5 credits from the following:

No more than 5 credits allowed in any one discipline. No more than 5 credits in foreign language at the 100 level. No more than 5 credits in performance/skills courses (all courses in bold type) can be applied towards Humanities/Fine Arts/English distribution.

Art 100, **105, 106, 107, 109, 110, 111, 112, 113, 114, 115, 120, 130, 209, 210, 212, 213, 214, 251, 252, 253, 255, 256, 257**

Chinese 101, 102, 103

Communication 101, 110, 212, 215, 234, 238, 245

Dance 101, 102, 103, 204

Drama 102, **111, 112, 113, 120, 140, 141, 151, 152, 153**

English 131, 132, 133, 135, 151, 152, 154, 160, 163, 165, 180, 181, 183, 185, 187, 190, 221, 222, 223, 224, 240, 244, 245, 246, 265, 266, 267, 268

French 101, 102, 103, 201

German 101, 102, 103

Humanities 100, 110, 133, 160, 186, 190, 191, 224

Japanese 101, 102, 103

Journalism 101, 150, 151, 152, 201, 254

Music 100, 101, 103, 105, 106, 111, 112, 113, **114, 115, 116, 118, 119, 120, 124, 127, 128, 129, 130.1, 130.2, 130.3, 132, 133, 218, 219, 220, 227, 228, 229, 230.1, 230.2, 230.3**

Philosophy 100, 102, 103, 104, 105, 110, 112, 114, 115, 160, 200, 206, 210, 215, 220, 238, 240

Photography 101, 102, 103, 104, 204

Spanish 101, 102, 103, 110, 201, 202, 203

B. Social Science

A course in Economics is recommended.

A minimum of 5 credits from the following:

American Studies 100, 215

Anthropology 100, 201, 202, 203, 205, 206, 210, 215, 220, 265, 273, 274

Behavioral Science 175

Business Administration 101, 200, 205

Criminal Justice 100, 215

Economics 100, 101, 200, 201

Geography 100, 108, 120, 190, 200, 260

Geographic Information Systems 260

History 101, 102, 103, 120, 122, 135, 200, 220, 221, 222, 224, 225, 226, 228, 230, 231, 232, 235, 237, 240, 245, 250, 254

Political Science 100, 201, 202, 203, 204, 207

Psychology 100, 175, 201, 209, 210, 220, 250

Social Science 160, 200, 215

Sociology 110, 201, 215, 220, 230, 240, 245, 260

3. SPECIFIC REQUIREMENTS (62 credits)

A. Physics 201, 202 **and** 203 (15 credits)

B. Chemistry 140 **and** 150 (12 credits)

C. Select 5 credits from the following:

Computer Science 145

General Engineering/Computer Science 142, 143, 144

D. Engineering course requirements (20 credits)

General Engineering 100, 106, 112, 240, 281

E. Select 10 credits from the following list after consultation with a science/engineering advisor.

English 113

General Engineering 104, 123, 140, 235, 280

4. TRANSFERABILITY OF CREDITS

Green River Community College is fully accredited. Academic courses will usually be accepted by other institutions offering the same (or similar) courses. However, each institution has its own transfer policies and each student is responsible for knowing the transfer and admission requirements of the receiving institution. Students are urged to consult with their advisor and a representative from the college they plan to attend after Green River.

University Transfer

**Associate in Science -Transfer Degree (AS-T Opt 2) Major Related Program (MRP) 1 – 112 Credits
Engineering, Mechanical/Civil/Aeronautical/Industrial/Materials Science/pre-Engineering (Other Engineering) Planning Guide**

1. GENERAL REQUIREMENTS (35 credits)

- A. Engl 110 _____
- B. Math 124 _____
- Math 125 _____
- Math 126 _____
- Math 224 _____
- Math 240 _____
- Math 238 _____

2. HUMANITIES/FINE ARTS/ENGLISH and SOCIAL SCIENCE (15 credits)

With at least 5 credits from each; three separate areas:

- A. Humanities/Fine Arts/English
- _____
- _____
- _____

- B. Social Science (5 credits)
- A course in Economics is recommended.*
- _____

3. SPECIFIC REQUIREMENTS (62 credits)

- A. 15 credits
- Phys 201 _____
- Phys 202 _____
- Phys 203 _____
- B. 12 credits
- Chem 140 _____
- Chem 150 _____
- C. 5 credits
- G E/C Sci 142, 143, 144 or 145 _____

- D. 20 credits
- G E 100 _____
- G E 106 _____
- G E 112 _____
- G E 240 _____
- G E 281 _____
- E. 10 credits
- G E 104 _____
- G E 123 _____
- G E 140 _____
- G E 235 _____
- G E 240 _____
- Engl 113 _____

** You must maintain a minimum overall GPA of 2.0. This minimum may *not* meet the entrance requirements at four-year colleges.

SUMMER		FALL		WINTER		SPRING	
COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS
TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS	
SUMMER		FALL		WINTER		SPRING	
COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS
TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS	
SUMMER		FALL		WINTER		SPRING	
COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS
TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS	

** Please note that some majors at four-year colleges have special requirements. It is your responsibility to know these. Consult an Educational Planner or your Faculty Advisor for assistance in identifying or researching specific major requirements.

Associate in Science Transfer Degree (Opt 2) – Major Related Program (MRP) 2 102 Credits

Engineering: Biological or Chemical pre-Engineering

1. GENERAL REQUIREMENTS (30 credits)

A. Communications: (5 credits)

Courses in this area support the written communication learning outcome.

English 110 (5 credits)

B. Quantitative Skills: (25 credits)

Courses in this area support the quantitative and symbolic reasoning learning outcome.

Mathematics 124, 125, 126, 224 **and** 238

2. HUMANITIES/FINE ARTS/ENGLISH and SOCIAL SCIENCE (15 credits)

(Select 15 credits of humanities/fine arts/English and social science with at least five credits taken from each. Three different subjects required.)

A. Humanities/Fine Arts/English

A minimum of 5 credits from the following:

No more than 5 credits allowed in any one discipline. No more than 5 credits in performance/skills courses (all courses in bold type) can be applied towards Humanities/Fine Arts/English distribution. No more than 5 credits in foreign language at the 100 level.

Art 100, **105, 106, 107, 109, 110, 111, 112, 113, 114, 115, 120, 130, 209, 210, 212, 213, 214, 251, 252, 253, 255, 256, 257**

Chinese 101, 102, 103

Communication 101, 110, 212, 215, 234, 238, 245

Dance 101, 102, 103, 204

Drama 102, **111, 112, 113, 120, 140, 141, 151, 152, 153**

English 131, 132, 133, 135, 151, 152, 154, 160, 163, 165, 180, 181, 183, 185, 187, 190, 221, 222, 223, 224, 240, 244, 245, 246, 265, 266, 267, 268

French 101, 102, 103, 201

German 101, 102, 103

Humanities 100, 110, 133, 160, 186, 190, 191, 224

Japanese 101, 102, 103

Journalism 101, 150, 151, 152, 201, 254

Music 100, 101, 103, 105, 106, 111, 112, 113, **114, 115, 116, 118, 119, 120, 124, 127, 128, 129, 130.1, 130.2, 130.3, 132, 133, 218, 219, 220, 227, 228, 229, 230.1, 230.2, 230.3**

Philosophy 100, 102, 103, 104, 105, 110, 112, 114, 115, 160, 200, 206, 210, 215, 220, 238, 240

Photography 101, 102, 103, 104, 204

Spanish 101, 102, 103, 110, 201, 202, 203

B. Social Science

A course in Economics is recommended. A minimum of 5 credits from the following:

American Studies 100, 215

Anthropology 100, 201, 202, 203, 205, 206, 210, 215, 220, 265, 273, 274

Behavioral Science 175

Business Administration 101, 200, 205

Criminal Justice 100, 215

Economics 100, 101, 200, 201

Geography 100, 108, 120, 190, 200, 260

Geographic Information Systems 260

History 101, 102, 103, 120, 122, 135, 200, 220, 221, 222, 224, 225, 226, 228, 230, 231, 232, 235, 237, 240, 245, 250, 254

Political Science 100, 201, 202, 203, 204, 207

Psychology 100, 175, 201, 209, 210, 220, 250

Social Science 160, 200, 215

Sociology 110, 201, 215, 220, 230, 240, 245, 260

3. SPECIFIC REQUIREMENTS (57 credits)

A. Physics 201, 202 **and** 203 (15 credits)

B. Chemistry 140, 150, 160 **and** 235 (24 credits)

C. Select 5 credits from the following:

General Engineering/Computer Science 142, 143, 144 **or** **C Sci** 145

D. General Engineering 100

E. Select 5-6 credits

Chemistry 236 **or** **Biology** 100

F. Select at least 5 credits from the following list after consultation with an engineering advisor.

Biology 100

* **Chemistry** 236

General Engineering 235, 280

English 113

Mathematics 240

**An online course on chemical process, principles, and calculations will be added to this degree in the future.*

4. TRANSFERABILITY OF CREDITS

Green River Community College is fully accredited. Academic courses will usually be accepted by other institutions offering the same (or similar) courses. However, each institution has its own transfer policies and each student is responsible for knowing the transfer and admission requirements of the receiving institution. Students are urged to consult with their advisor and a representative from the college they plan to attend after Green River.

University Transfer

**Associate in Science -Transfer Degree (AS-T Opt 2) Major Related Program (MRP) 2 – 102 Credits
Engineering: Biological or Chemical pre-Engineering Planning Guide**

1. GENERAL REQUIREMENTS (30 credits)

- A. Engl 110 _____
- B. Math 124 _____
- Math 125 _____
- Math 126 _____
- Math 224 _____
- Math 238 _____

2. HUMANITIES/FINE ARTS/ENGLISH and SOCIAL SCIENCE (15 credits)

With at least 5 credits from each; three separate areas:

- A. Humanities/Fine Arts/English (10 credits, 2 separate areas)
- _____
- _____
- _____

- B. Social Science (5 credits)
A course in Economics is recommended.
- _____

3. SPECIFIC REQUIREMENTS (57 credits)

- A. 15 credits
- Phys 201 _____
- Phys 202 _____
- Phys 203 _____
- B. 24 credits
- Chem 140 _____
- Chem 150 _____
- Chem 160 _____
- Chem 235 _____

- C. 5 credits
- G E/C Sci 142, 143, 144, or C Sci 145
- _____

- D. 2 credits
- G E 100 _____

- E. 5-6 credits
- Biol 100 _____
- Chem 236 _____

- F. 5-6 credits
- Biol 100 _____
- Chem 236 _____
- Engl 113 _____
- G E 235 _____
- G E 280 _____
- Math 240 _____

** You must maintain a minimum overall GPA of 2.0. This minimum may *not* meet the entrance requirements at four-year colleges.

SUMMER		FALL		WINTER		SPRING	
COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS
TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS	
SUMMER		FALL		WINTER		SPRING	
COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS
TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS	
SUMMER		FALL		WINTER		SPRING	
COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS
TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS	

** Please note that some majors at four-year colleges have special requirements. It is your responsibility to know these. Consult an Educational Planner or your Faculty Advisor for assistance in identifying or researching specific major requirements.

Associate in Science Transfer Degree (Opt 2) – Major Related Program (MRP) 3 96 Credits

Engineering: Computer or Electrical pre-Engineering

1. GENERAL REQUIREMENTS (30 credits)

A. Communications: (5 credits)

Courses in this area support the written communication learning outcome.

English 110 (5 credits)

B. Quantitative Skills: (25 credits)

Courses in this area support the quantitative and symbolic reasoning learning outcome.

Mathematics 124, 125, 126, 224 **and** 238

2. HUMANITIES/FINE ARTS/ENGLISH and SOCIAL SCIENCE (15 credits)

(Select 15 credits of humanities/fine arts/English and social science with at least five credits taken from each. Three different subjects required.)

A. Humanities/Fine Arts/English

A minimum of 5 credits from the following:
No more than 5 credits in foreign language at the 100 level. No more than 5 credits allowed in any one discipline. No more than 5 credits in performance/skills courses (all courses in bold type) can be applied towards Humanities/Fine Arts/English distribution.

Art 100, **105, 106, 107, 109, 110, 111, 112, 113, 114, 115, 120, 130, 209, 210, 212, 213, 214, 251, 252, 253, 255, 256, 257**

Chinese 101, 102, 103

Communication 101, 110, 212, 215, 234, 238, 245

Dance 101, 102, 103, 204

Drama 102, **111, 112, 113, 120, 140, 141, 151, 152, 153**

English 131, 132, 133, 135, 151, 152, 154, 160, 163, 165, 180, 181, 183, 185, 187, 190, 221, 222, 223, 224, 240, 244, 245, 246, 265, 266, 267, 268

French 101, 102, 103, 201

German 101, 102, 103

Humanities 100, 110, 133, 160, 186, 190, 191, 224

Japanese 101, 102, 103

Journalism 101, 150, 151, 152, 201, 254

Music 100, 101, 103, 105, 106, 111, 112, 113, **114, 115, 116, 118, 119, 120, 124, 127, 128, 129, 130.1, 130.2, 130.3, 132, 133, 218, 219, 220, 227, 228, 229, 230.1, 230.2, 230.3**

Philosophy 100, 102, 103, 104, 105, 110, 112, 114, 115, 160, 200, 206, 210, 215, 220, 238, 240

Photography **101, 102, 103, 104, 204**

Spanish 101, 102, 103, 110, 201, 202, 203

B. Social Science

A course in Economics is recommended.

A minimum of 5 credits from the following:

American Studies 100, 215

Anthropology 100, 201, 202, 203, 205, 206, 210, 215, 220, 265, 273, 274

Behavioral Science 175

Business Administration 101, 200, 205

Criminal Justice 100, 215

Economics 100, 101, 200, 201

Geography 100, 108, 120, 190, 200, 260

Geographic Information Systems 260

History 101, 102, 103, 120, 122, 135, 200, 220, 221, 222, 224, 225, 226, 228, 230, 231, 232, 235, 237, 240, 245, 250, 254

Political Science 100, 201, 202, 203, 204, 207

Psychology 100, 175, 201, 209, 210, 220, 250

Social Science 160, 200, 215

Sociology 110, 201, 215, 220, 230, 240, 245, 260

3. SPECIFIC REQUIREMENTS (51 credits)

A. Physics 201, 202 **and** 203 (15 credits)

B. Chemistry 140, 150, 160 **and** 235 (24 credits)

C. Select 10 credits from the following:

General Engineering/Computer Science 142 **and** 143 **or**

General Engineering/Computer Science 144 **and** **Computer Science** 145

D. Select 10 credits

General Engineering 100, 106, 235

E. Select 10 credits*

English 113

General Engineering 104, 112, 280

**A course in digital logic will be added to this list in the future.*

4. TRANSFERABILITY OF CREDITS

Green River Community College is fully accredited. Academic courses will usually be accepted by other institutions offering the same (or similar) courses. However, each institution has its own transfer policies and each student is responsible for knowing the transfer and admission requirements of the receiving institution. Students are urged to consult with their advisor and a representative from the college they plan to attend after Green River.

University Transfer

**Associate in Science -Transfer Degree (AS-T Opt 2) Major Related Program (MRP) 3 – 96 Credits
Engineering: Computer or Electrical pre-Engineering Planning Guide**

1. GENERAL REQUIREMENTS (30 credits)

- A. Engl 110 _____ (5)
- B. Math 124 _____ (5)
- Math 125 _____ (5)
- Math 126 _____ (5)
- Math 224 _____ (5)
- Math 238 _____ (5)

2. HUMANITIES/FINE ARTS/ENGLISH and SOCIAL SCIENCE (15 credits)

With at least 5 credits from each; three separate areas:

- A. Humanities/Fine Arts/English (10 credits, two separate areas)
- _____
- _____
- _____

- B. Social Science (5 credits)
- A course in Economics is recommended.*
- _____

3. SPECIFIC REQUIREMENTS (51 credits)

- A. 15 credits
- Phys 201 _____
- Phys 202 _____
- Phys 203 _____
- B. 6 credits
- Chem 140 _____
- C. 10 credits
- G E/C Sci 142 and 143 or _____
- G E/C Sci 144 and C Sci 145 _____

- D. 10 credits
- G E 100 _____
- G E 106 _____
- G E 235 _____
- E. 10 credits
- Engl 113 _____
- G E 104 _____
- G E 112 _____
- G E 280 _____

** You must maintain a minimum overall GPA of 2.0. This minimum may *not* meet the entrance requirements at four-year colleges.

SUMMER		FALL		WINTER		SPRING	
COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS
TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS	
SUMMER		FALL		WINTER		SPRING	
COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS
TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS	
SUMMER		FALL		WINTER		SPRING	
COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS	COURSE	CREDITS
TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS		TOTAL CREDITS	

** Please note that some majors at four-year colleges have special requirements. It is your responsibility to know these. Consult an Educational Planner or your Faculty Advisor for assistance in identifying or researching specific major requirements.

University Transfer

ASSOCIATE PRE-PROFESSIONAL DEGREE (A-PP)

While students in most college majors take the same general education requirements during their first two years, some majors demand more specialized subjects. The Associate Pre-Professional degree is designed for those students who need specific requirements that prevent them from satisfying the broad requirements of the AA, AB, AM, or AS-T degrees or that will enhance their program of study at the transfer institution.

If students wish to design a program to transfer to a specific department within a four-year institution, they should consult advisors at both Green River and their transfer college or university. Students are responsible for finding out the unique requirements of the institution they plan to attend after Green River. An advisor will help students plan an appropriate selection of classes to ensure that all requirements of the transfer institution are met; the program will be customized for the transfer institution of their choice. Students are required to present an Associate Pre-Professional degree plan to their advisor for approval. The plan becomes a permanent part of the student's record.

Contact an advisor or Educational Planner for assistance in submitting an A-PP degree plan.

Associate Pre-Professional degree programs offered:

Programs	Page No.
Broadcasting	74
Computing and Software Systems	75
Elementary Education	76
Natural Resources	77

ACADEMIC CERTIFICATE

A certificate certificate in an academic area of study is awarded in recognition of an individual's attainment of a body of knowledge that will strengthen the student's educational experience. These skills are based on standards that faculty within that area have developed to emphasize or enhance a student's major-ready preparation. Academic certificates, when used in conjunction with an Associate in Arts degree, will help emphasize a student's educational experiences.

Requirements include:

- Earn a minimum grade point average of 2.0
- Complete a minimum of 25% of the credits required, including the last quarter in residence, at Green River.
- Earning no more than 10 credits on a pass/no credit basis. Students should be aware that courses with "Pass" grades may not satisfy the requirements in their major field. Each student is responsible for knowing the transfer requirements and policies, and they are urged to consult the catalog of the institution to which they plan to transfer.

Programs	Page No.
Art	72
Advanced Studies	72
Ceramics	72
Design	72
Interdisciplinary	73
Photography	73
Studio	73
Broadcasting	74
Communication Studies	74
Advanced Communication Studies	75
Gender Studies	76
Math/Science for Elementary (K8) Teachers	76

University Transfer • Art

Art–Advanced Studies

Certificate 31-33 Credits

The Art Certificate provides students with a core group of classes that will aid in the creation of an art portfolio needed as an exhibit for an entry into many transfer institutions. Each certificate creates a proper progression of courses, beginning with a strong foundation in the fundamentals of art and design.

Note: This certificate does not qualify for federal financial aid or VA funding, unless the certificate (or courses in the certificate program) is applied towards an Associate in Arts or Associate Development degree.

Contact: Joyce Strain, ext. 4385
jstrain@greenriver.edu

Dept./No.	Course Title	Credits
-----------	--------------	---------

Required Courses:

* Art 180	The Artist's Portfolio	3
* Art 199 or Art 275, 276, 277 or Art 294, 295, 296 or Art 297, 298, 299	Independent Study-Design or Independent Study-Ceramics or Independent Study-Painting or Independent Study-Drawing	(1-5) (1-5) (1-5) (1-5) 3-5

Select a minimum of 25 credits from the following list of courses:

Art 106	Intermediate Drawing	5
Art 107	Advanced Drawing	5
Art 110	Intermediate Design & Color	5
Art 209	3-Dimensional Design	5
Art 210	Advanced 3-Dimensional Design	5
Art 256	Advanced Painting 2	5
Art 257	Advanced Painting 3	5
Art 252	Ceramics 2	5
Art 253	Ceramics 3	5
Photo 103	Advanced Black & White Photography	5
* Photo 105	Basic Photographic Lighting	5
* Photo 106	Advanced Photographic Lighting	5
Photo 204	Digital Photography 2: Portfolio	5

All art history classes are recommended:

Art 212, 213, 214	History of Art	5
-------------------	----------------	---

* Course will transfer as elective only. Consult with your transfer institution.

Art–Ceramics

Certificate 43 Credits

The Art Certificate provides students with a core group of classes that will aid in the creation of an art portfolio needed as an exhibit for an entry into many transfer institutions. Each certificate creates a proper progression of courses, beginning with a strong foundation in the fundamentals of art and design.

Note: This certificate does not qualify for federal financial aid or VA funding, unless the certificate (or courses in the certificate program) is applied towards an Associate in Arts or Associate Development degree.

Contact: Paul Metivier, ext. 4766
pmetivier@greenriver.edu

Dept./No.	Course Title	Credits
Art 105	Beginning Drawing	5
Art 109	Beginning Design	5
Art 110	Intermediate Design & Color	5
Art 114	Pottery 1	5
* Art 180	The Artist's Portfolio	3
Art 209	3-Dimensional Design	5
Art 251	Ceramics 1	5
Art 252	Ceramics 2	5
Art 253	Ceramics 3	5

To enhance the student's portfolio, the following are recommended:

Art 115	Pottery 2	5
Art 210	Advanced 3-Dimensional Design	5

All art history classes are recommended:

Art 212, 213, 214	History of Art	5
-------------------	----------------	---

* Course will transfer as elective only. Consult with your transfer institution.

Art–Design

Certificate 41-43 Credits

The Art Certificate provides students with a core group of classes that will aid in the creation of an art portfolio needed as an exhibit for an entry into many transfer institutions. Each certificate creates a proper progression of courses, beginning with a strong foundation in the fundamentals of art and design.

Note: This certificate does not qualify for federal financial aid or VA funding, unless the certificate (or courses in the certificate program) is applied towards an Associate in Arts or Associate Development degree.

Contact: Gary Oliveira, ext. 4663
goliveira@greenriver.edu

Dept./No.	Course Title	Credits
Art 105	Beginning Drawing	5
Art 106	Intermediate Drawing	5
Art 109	Beginning Design	5
Art 110	Intermediate Design & Color	5
* Art 180	The Artist's Portfolio	3
Art 209	3-Dimensional Design	5
Photo 101	Beginning Black & White Photography	5
Photo 104	Beginning Digital Photography	5

Complete one class from the following courses:

To enhance the student's portfolio, the following are recommended:

* Art 150 or Art 120	Literary/Art Journal Design or Introduction to Graphic Design	3-5
-------------------------	--	-----

Recommended for illustration majors:

Art 107 or Art 255	Advanced Drawing or Advanced Painting 1	5
-----------------------	--	---

To enhance the student's portfolio, the following are recommended:

* Art 177, 178, 179	Art Work Experience	1-3
---------------------	---------------------	-----

(Based on interview and availability. Limited enrollment.)

All art history classes are recommended.

Art 212, 213, 214	History of Art	5
-------------------	----------------	---

* Course will transfer as elective only. Consult with your transfer institution.

University Transfer • Art

Art–Interdisciplinary**Certificate
41-43 Credits**

This certificate is designed for art educators and those who want to explore various disciplines.

Note: This certificate does not qualify for federal financial aid or VA funding, unless the certificate (or courses in the certificate program) is applied towards an Associate in Arts or Associate Development degree.

Dept./No.	Course Title	Credits
Art 105	Beginning Drawing	5
Art 109	Beginning Design	5
* Art 180	The Artist's Portfolio	3
Art 209	3-Dimensional Design	5
Art 251	Ceramics 1	5
Art 255	Advanced Painting 1	5
Photo 101	Beginning Black & White Photography	5
Photo 104	Beginning Digital Photography	5

Choose one course from the following list:

Art 106	Intermediate Drawing	5
Art 110	Intermediate Design & Color	5
Art 120	Introduction to Graphic Design	5
* Art 150	Literary/Art Journal Design	3
Art 252	Ceramics 2	5
Art 256	Advanced Painting 2	5
Photo 102	Intermediate Black & White Photography	5
* Photo 105	Basic Photographic Lighting	5
Photo 204	Digital Photography	5

All art history classes are recommended:

Art 212, 213, 214	History of Art	5
-------------------	----------------	---

* Course will transfer as elective only. Consult with your transfer institution.

Art–Photography**Certificate
43 Credits**

The Art Certificate provides students with a core group of classes that will aid in the creation of an art portfolio needed as an exhibit for an entry into many transfer institutions. Each certificate creates a proper progression of courses, beginning with a strong foundation in the fundamentals of art and design.

Note: This certificate does not qualify for federal financial aid or VA funding, unless the certificate (or courses in the certificate program) is applied towards an Associate in Arts or Associate Development degree.

Contact: Patrick Navin, ext. 4552
pnavin@greenriver.edu

Dept./No.	Course Title	Credits
Art 105	Beginning Drawing	5
Art 109	Beginning Design	5
* Art 180	The Artist's Portfolio	3
Photo 101	Beginning Black & White Photography	5
Photo 102	Intermediate Black & White Photography	5
Photo 103	Advanced Black & White Photography	5
Photo 104	Beginning Digital Photography	5
* Photo 105	Basic Photographic Lighting	5
* Photo 106	Advanced Photographic Lighting	5

To enhance the student's portfolio, the following are recommended:

Art 110	Intermediate Design & Color	5
Art 209	3-Dimensional Design	5
Photo 204	Digital Photography: Photoshop	5

All art history classes are recommended:

Art 212, 213, 214	History of Art	5
-------------------	----------------	---

* Course will transfer as elective only. Consult with your transfer institution.

Art–Studio**Certificate
43 Credits**

The Art Certificate provides students with a core group of classes that will aid in the creation of an art portfolio needed as an exhibit for an entry into many transfer institutions. Each certificate creates a proper progression of courses, beginning with a strong foundation in the fundamentals of art and design.

Note: This certificate does not qualify for federal financial aid or VA funding, unless the certificate (or courses in the certificate program) is applied towards an Associate in Arts or Associate Development degree.

Contact: Cindy Small, ext. 4203
csmall@greenriver.edu

Dept./No.	Course Title	Credits
Art 105	Beginning Drawing	5
Art 106	Intermediate Drawing	5
Art 107	Advanced Drawing	5
Art 109	Beginning Design	5
Art 110	Intermediate Design & Color	5
* Art 180	The Artist's Portfolio	3
Art 209	3-Dimensional Design	5
Art 255	Advanced Painting 1	5
Art 256	Advanced Painting 2	5

To enhance the student's portfolio, the following are recommended:

Art 210	Advanced 3-Dimensional Design	5
Art 257	Advanced Painting 3	5
Photo 101	Beginning Black & White Photography	5

All art history classes are recommended.

Art 212, 213, 214	History of Art	5
-------------------	----------------	---

* Course will transfer as elective only. Consult with your transfer institution.

University Transfer • Broadcasting • Communication Studies

Broadcasting**Associate Pre-Professional Degree
90 Credits**

Broadcasting students may earn a one-year certificate in Broadcasting or a two-year Associate Pre-Professional degree.

Contact: Tom Evans Krause, ext. 2190
tkrause@greenriver.edu

Dept./No.	Course Title	Credits
Comm 101	Basic Speech Communication	5
Engl 110	College Writing	5
Engl 111 or	Writing: Humanities or	
Engl 112 or	Writing: Social Sciences or	
Engl 113	Research Writing: Science, Engineering & Business	5
Journ 150	Introduction to Broadcasting	3
Journ 151	Radio Production	3
Journ 152	Radio & the Community	3
* Journ 153	Broadcast Newswriting	3
Journ 201	Introduction to Mass Media	5
Journ 254	Advanced Radio Production	3
* Journ 255	Marketing the Broadcast Media	3
Math	Math course 100 or above	5
Fitness/Wellness	Include one fitness-related course	2-3
Humanities/Fine Arts	One additional course (not Comm or Journ)	1-5
Social Science	Three separate areas	15
Natural Science	Three separate areas including one lab	15
Electives	As needed	3

Total of 10 credits to be taken from the following classes:

• **Must take one course from 110-112 cluster or 205-207 clusters**

• **Must take one course from 120-122 clusters.**

* Journ 110 or	Radio Laboratory 1 or	
* Journ 120 or	Digital Radio Laboratory or	
* Journ 205	Radio Management	1-5
* Journ 111 or	Radio Laboratory 2 or	
* Journ 121 or	Digital Radio Laboratory 2 or	
* Journ 206	Radio Workshop	1-5
* Journ 112 or	Radio Laboratory 3 or	
* Journ 122 or	Digital Radio Laboratory 3 or	
* Journ 207	Advanced Radio Workshop	1-5

Recommended Electives:

Comm 215	Critical Analysis of Media	5
* Journ 177-179 and	Journalism Work Experience and	
* Coop 171	Work Experience Seminar	1-13
* Journ 251-253	Journalism Internship	3-9

* *Course will transfer as elective only. Consult with your transfer institution.*

Broadcasting**Certificate
39-44 Credits**

Contact: Tom Evans Krause, ext. 2190
tkrause@greenriver.edu

Dept./No.	Course Title	Credits
Reading	Eligible for Read 104 (as determined by the appropriate COMPASS score or completion of Read 094)	0-5

Engl 110	College Writing	5
Journ 150	Introduction to Broadcasting	3
Journ 151	Radio Production	3
Journ 152	Radio & the Community	3
* Journ 153	Broadcast Newswriting	3
Journ 254	Advanced Radio Production	3
* Journ 255	Marketing the Broadcast Media	3
Electives	(See Recommended Electives below)	6

Total of 10 credits to be taken from the following classes:

• **Must take one course from 110-112 cluster or 205-207 clusters**

• **Must take one course from 120-122 clusters.**

* Journ 110 or	Radio Laboratory 1 or	
* Journ 120 or	Digital Radio Laboratory or	
* Journ 205	Radio Management	1-5
* Journ 111 or	Radio Laboratory 2 or	
* Journ 121 or	Digital Radio Laboratory 2 or	
* Journ 206	Radio Workshop	1-5
* Journ 112 or	Radio Laboratory 3 or	
* Journ 122 or	Digital Radio Laboratory 3 or	
* Journ 207	Advanced Radio Workshop	1-5

Recommended Electives:

Comm 101	Basic Speech Communication	5
* Journ 177-179 and	Journalism Work Experience and	1-12
* Coop 171	Work Experience Seminar	1
Journ 201	Introduction to Mass Media	5
* Journ 251-253	Journalism Internship	3-9

* *Course will transfer as electives only. Consult with your transfer institution.*

Communication Studies**Certificate
20 Credits**

This certificate is for students who wish to increase their knowledge in the field of Communication Studies. This certificate may help students planning to major in communication studies to become more "major ready" for transfer purposes. This certificate may also help students to plan a career in business, marketing, health care, etc. In addition, this certificate may be attractive to students who desire to improve communication in their daily lives.

Courses used to fulfill requirements in one section may not also be used to fulfill requirements in another section.

Contact: Kathleen Loucks, ext. 4641
kloucks@greenriver.edu

Dept./No.	Course Title	Credits
Required: 10 credits		
Comm 101	Basic Speech Communication	5
Comm 110 or	Interpersonal Communication or	5
Comm 234	Small Group Leadership & Discussion	5
Select a minimum of 10 credits from the following courses.		
* Comm 100	Fundamentals of Oral Communication	5
Comm 110 or	Interpersonal Communication or	
Comm 234	Small Group Leadership & Discussion	5
* Comm 177-179 and	Communication Work Experience and	1-5
Coop 171	Work Experience Seminar	1
Comm 212	Persuasion & Propaganda	5
Comm 215	Critical Analysis of Media	5
Comm 238	Communication Across Cultures	5
* Comm 299	Independent Study	2-5

* *Course will transfer as elective only. Consult with your transfer institution.*

University Transfer • Advanced Communication Studies • Computing & Software Systems

Advanced Communication Studies

Certificate
30 Credits

The Advanced Communication Studies certificate is for students who wish to increase an instructional emphasis on communication. This certificate may help students planning to major in communication studies to become more "major ready" for transfer purposes. This certificate may also help students to plan a career in business, marketing, health care, etc. In addition, this certificate may be attractive to students who desire to improve communication in their daily lives.

Courses used to fulfill requirements in one section may not also be used to fulfill requirements in another section.

Contact: Kathleen Loucks, ext. 4641
kloucks@greenriver.edu

Dept./No.	Course Title	Credits
Required: 10 credits		
Comm 101	Basic Speech Communication	5
Comm 110 or	Interpersonal Communication or	5
Comm 234	Small Group Leadership & Discussion	5
Select a minimum of 10 credits from the following courses:		
Comm 110 or	Interpersonal Communication or	5
Comm 234	Small Group Leadership & Discussion	5
Comm 212	Persuasion & Propaganda	5
Comm 215	Critical Analysis of Media	5
Comm 238	Communication Across Cultures	5
Comm 245	Argumentation	5
Select a minimum of 10 credits from the following courses:		
* Bus 159	Professional Selling	5
* Comm 100	Fundamentals of Oral Communication	5
* Comm 177-179 and	Communication Work Experience and	1-5
* Coop 171	Work Experience Seminar	1
Comm 212	Persuasion & Propaganda	5
Comm 215	Critical Analysis of Media	5
Comm 238	Communication Across Cultures	5
Comm 245	Argumentation	5
* Comm 299	Independent Study	1-5
* Journ 110 or	Radio Laboratory or	
* Journ 111 or	Radio Laboratory 2 or	
* Journ 112	Radio Laboratory 3	1-5
Journ 150	Introduction to Broadcasting	3
Journ 201	Introduction to Mass Media	5
* Journ 205 or	Radio Management or	
* Journ 206 or	Radio Workshop or	
* Journ 207	Advanced Radio Workshop	1-5
* Course will transfer as elective only. Consult with your transfer institution.		

Computing & Software Systems

Associate Pre-Professional Degree
90 Credits

This Associate Pre-Professional degree program is designed to prepare students to meet all prerequisites for entrance to the University of Washington, Tacoma. Students are expected to have completed the following curricula prerequisites during the High School Years: Algebra I and II (2 years); Geometry (1 year); Trigonometry (1 year); Physics with lab (1 year); Chemistry or Biology (1 year); Composition/Literature (4 years); Foreign Language (2 years); and be able to demonstrate fluency in Computing Technologies.

Students exiting this program will possess a unique combination of skills and knowledge and be well prepared for entry-level positions in the public or private sectors. Students will take courses in computer languages, computer architecture, database, data communications and systems analysis and design. Students acquire the necessary computer programming skills for positions concerned with the utilization of the computer in the analysis and solution of scientific, engineering, business and other technical problems.

Contacts: Janet Ash, ext. 4614 Alan Carter, ext. 4630
jash@greenriver.edu acarter@greenriver.edu

Dept./No.	Course Title	Credits
Core Requirements		
B A 101	Business, Government & Society	5
C Sci 142	C++ Programming	5
C Sci 143	C++ Data Structures	5
C Sci 144	Java 1	5
C Sci 145	Java 2	5
Comm 101	Basic Speech Communication	5
Engl 110	College Writing	5
Engl 113	Research Writing: Science, Engineering & Business	5
IT 101	Introduction to Computer Science	5
IT 102	Program Design	5
IT 190	Linux Administration	5
IT 201	Fundamental Database Design	5
IT 220	Advanced Visual Basic	5
IT 225 or	Shell Scripting for Windows or	
IT 235 or	Database Management or	
IT 130	Introduction to Networking	5
IT 295	Information Technology Project Management	5
Math 124 or	Calculus & Analytic Geometry 1 or	
Math 256	Statistics for Business & Social Science	5
Phys 201	Physics for Science & Engineering	5
Psych 100 or	General Psychology or	
Soc 110	Survey of Sociology	5

Note: Certain courses listed above have additional prerequisites. Consult the course description section of this catalog for more information or contact the program advisor.

University Transfer • Elementary Education • Math/Science Certificate for Elementary (K8) Teachers • Gender Studies

Elementary Education

Associate Pre-Professional Degree 95-100 Credits

This degree provides a broad foundation in liberal arts and beginning coursework in teacher education necessary for transfer to teacher certification programs at colleges/universities. It provides early experiences in teacher education, including opportunities for hands-on work in local classrooms and specific courses for elementary teachers. The requirements for the traditional Associate in Arts degree are embedded within this special degree and students can request to have it posted to their transcript.

This A-PP is geared towards Central Washington University's Bachelor in Arts degree in Education with a Science Education minor. Students who graduate from Green River with the Associate Pre-Professional degree will be well prepared for this program.

Contacts: Steve Kinholt, ext. 4354 Leslie Heizer Newquist, ext. 4359
skinholt@greenriver.edu lheizer@greenriver.edu

Dept./No.	Course Title	Credits
Anthr 202 or Ames 100	Principles of Sociocultural Anthropology or Introduction to Ethnic & Minority Studies	5
Comm 101	Basic Speech Communication	5
Edu 170	Introduction to Education	5
Edu 270	Teacher Portfolio Review	1
Engl 110	College Writing	5
Engl 111 or Engl 112	Writing: Humanities or Writing: Social Sciences	5
Engl 131 or Engl 132 or Engl 133 or Engl 151 or Engl 165 or Engl 180	Introduction to Short Fiction or Introduction to Reading Drama or Introduction to Poetry or Creative Writing or Introduction to Myths of the World or Children's Literature	5
Hist 221 or Hist 222	United States to 1877 or United States 1877 to Present	5
HI Ed 190	Standard First Aid & CPR	3
IDS 101	Interdisciplinary Science 1	5
IDS 102	Interdisciplinary Science 2	5
IDS 103	Interdisciplinary Science 3	5
Math 170	Number Theory for Elementary Teachers	5
Math 171	Geometry for Elementary Teachers	4
Math 172	Probability & Statistics for Elementary Teachers	4
P E	Fitness Course	2-3
P E	Activity Elective	1-5
Psych 100 or Psych 210	General Psychology or Developmental Psychology	5
Electives	Select 15 credits from courses with prefixes of Art, Chin, Dance, Drama, Fren, Germ, Hum, Japan, Music, Phil (excluding Phil 120 and Phil 215) or Span	15
Electives	Select 5 credits from courses with prefixes of Econ, Geog, Hist, P Sci or Soc	5

Math/Science Certificate for Elementary (K8) Teachers

Certificate 28 Credits

A minimum GPA of 2.5 for all six courses and at least a grade of 2.0 in each course is required to obtain the certificate. The certificate does not lead to a Washington State endorsement in mathematics or science.

Contacts: Steve Kinholt, ext. 4354 Keith Clay, ext. 4248
skinholt@greenriver.edu kclay@greenriver.edu

Leslie Heizer Newquist, ext. 4359
lheizer@greenriver.edu

Dept./No.	Course Title	Credits
Math 170	Number Theory for Elementary Teachers	5
Math 171	Geometry for Elementary Teachers	4
Math 172	Probability & Statistics for Elementary Teachers	4
IDS 101	Interdisciplinary Science 1	5
IDS 102	Interdisciplinary Science 2	5
IDS 103	Interdisciplinary Science 3	5

Gender Studies

Certificate 20 Credits

The program in Gender Studies is a 20-credit interdisciplinary certificate. Program courses include an introductory course in Gender Studies and 15 credits of additional courses whose primary focus is the study of gender. Content for additional courses may include, but is not limited to, issues of gender roles for men and women, social construction of gender and sex, and sexuality.

Contact: Louise Hull, ext. 4386
lhull@greenriver.edu

Dept./No.	Course Title	Credits
Required Course:		
Human 160 or S Sci 160	Introduction to Gender Studies or Introduction to the Study of Gender	5
Additional Courses: Select 15 credits from the following courses:		
Engl 160	Literature By & About Women	5
Hist 225	Women in US History	5
Human 224	Women in World Religion	5
Phil 206	Philosophical Issues of Sex & Gender	5
Psych 175 or Soc 220	Human Sexuality or Sex & Gender in Society	5

Natural Resources

Associate Pre-Professional Degree 95 Credits

This pre-professional degree prepares students to transfer to a college or university program as juniors in several Natural Resources areas. By developing academic skills in mathematics, science, English, humanities, and natural resources courses, the student can transfer directly into a professional program such as natural resources management, forest engineering, or wildlife biology. Selected natural resources courses will transfer to these four-year programs.

While this program of study is designed to transfer to most four-year professional programs in Natural resources or closely related fields, you should consult the catalog of the school to which you plan to transfer. The university catalog requirements will provide the guidance for substitutions and be approved by the Natural Resources instructor/advisor. Some professional schools require a foreign language.

Contacts: Dick Hopkins, ext. 4509 Rob Sjogren, ext. 4582
dhopkins@greenriver.edu rsjogren@greenriver.edu

Dept./No.	Course Title	Credits
-----------	--------------	---------

A minimum of 95 credits must be earned from the following categories:

Natural Resources core classes:

Natrs 100	Introduction to Natural Resources	5
Natrs 172	Computer Applications Overview	3
Natrs 180	Natural Resources Measurements	5
Natrs 181	Forest Navigation & Mapping	8
Natrs 182	Air Photo Interpretation & Remote Sensing	5
Natrs 183	Tree & Shrub Identification	5
Natrs 210	Introduction to Soils	5

Mathematics—minimum of 10 credits from:

Math 102	Pre-Calculus 1	5
Math 104	Pre-Calculus 2	5
Math 124	Calculus & Analytical Geometry 1	5
Math 125	Calculus & Analytical Geometry 2	5
Math 256	Statistics for Business & Social Science	5

English—required:

Engl 110	College Writing	5
Engl 113	Research Writing: Science, Engineering & Business	5

Science—minimum of 10 credits from:

Biol 201	General Biology	6
Biol 202	Animal Biology	6
Biol 203	Plant Biology	6
Chem 101	Survey of General Chemistry	5
Chem 102	Survey of Organic Chemistry & Biochemistry	5
Phys 110	Introduction to College Physics	5

Humanities—required:

Comm 101	Basic Speech Communications	5
----------	-----------------------------	---

Social Science—minimum of 10 credits from:

Econ 200	Macroeconomics	5
Econ 201	Microeconomics	5
Geog 120	Introduction to Physical Geography	5
Soc 110	Survey of Sociology	5

Wellness:

P E 113	Group Dynamics Activity (taken concurrently with NATRS 181)	1
---------	--	---

Electives—minimum of 13 credits from:

Any of the above-listed classes
Any Natural Resources (NATRS) course
Any General Engineering (G E) course
Any GRCC course that is required by the university of 100-level or higher



Professional Technical

PROFESSIONAL TECHNICAL EDUCATION

Students will find 41 different job-training programs at Green River, each designed to prepare students for immediate employment.

Professional Technical programs are offered in business and office occupations, health sciences, the trades and technical fields. In each program, students will find hands-on training using current technology. Expert instructors provide individual attention in classrooms, labs and workshops. Programs are guided by industry advisory committees to ensure that training meets the needs of local business and industry.

Programs range in length from one quarter (11 weeks) to two years or more.

In some programs, courses are designed to provide up-to-date information to people already working in industry who need to learn new technology.

ASSOCIATE IN APPLIED ARTS DEGREE (AAA) AND ASSOCIATE IN APPLIED SCIENCE DEGREE (AAS)

The Associate in Applied Arts and the Associate in Applied Science degrees are designed for students in professional technical programs. The only difference between those degrees is the field of study. Applied Arts degrees are generally awarded for business and business-related fields; applied science degrees are granted in health science, technical and trade subjects.

These professional technical degrees are designed for students who want to prepare for employment. In some cases, credits earned may be applied to study at a four-year college or university.

Degree requirements include:

1. Earning a minimum of 90 credits with a minimum grade point average of 2.0.
2. Completing a minimum of 24 credits, including the last quarter of residence, at Green River.
3. Earning no more than 25% of the credit requirements on a pass/no credit basis.

The curriculum for each professional technical program is determined by the faculty of Green River Community College and in some cases an advisory committee from business and industry. Consult the listing of the program of your choice for specific courses required.

ASSOCIATE IN APPLIED ARTS–PROFESSIONAL TECHNICAL STUDIES (AAA-PTS) AND

ASSOCIATE IN APPLIED SCIENCE–PROFESSIONAL TECHNICAL STUDIES (AAS-PTS)

These degrees are intended to provide flexibility for students with specific needs not met by other AAA and AAS degrees. Under the guidance of a faculty member in one of the disciplines of interest, a student may combine requirements from two or three professional technical disciplines to create a customized program. It is strongly recommended that students develop an advisory relationship with a faculty member from one of the disciplines to be included in the degree early in the process. The following guidelines provide specific information about how this degree may be developed.

Degree requirements include:

- Written contract between student and faculty advisor.
- Minimum of 101 credits.
- 75 credits from two or three professional technical disciplines.
- 40 credits in area of concentration, 10 of which must be work-based.
- Earn a minimum grade point average of 2.0.
- Complete a minimum of 24 credits with last quarter in residence at Green River.
- No more than 25% of required credits may be earned on a pass/no-credit basis.
- Minimum of 5 credits basic computer skills.
- Minimum of 5 credits of diversity/global awareness.

PROFESSIONAL TECHNICAL CERTIFICATE

Professional technical certificates are awarded in some programs.

Professional technical certificates are designed for students who want to prepare for immediate employment. The certificate includes specific courses in your area of study as well as related instruction courses that are intended to enhance your learning. In some cases, the credits you earn for these certificates may be applied to an Associate in Applied Arts Degree, Associate in Applied Science Degree, or to study at a four-year college or university.

Professional Technical Certificate requirements include:

1. Earning a minimum of 45 credits with a minimum grade point average of 2.0.
2. Completing a minimum of 12 credits, including the last quarter of residence, at Green River.
3. Earning no more than 25% of the credit requirements on a pass/no credit basis.

The curriculum for each professional technical program is determined by the faculty of Green River Community College and in some cases an advisory committee from business and industry. Specific requirements are listed in the Programs of Study section of this catalog.

CERTIFICATES OF PROFICIENCY

Certificates of Proficiency are awarded in some professional technical as well as academic programs. The curriculum for each professional technical program is determined by the faculty of Green River Community College, and in some cases an advisory committee from business and industry. Certificates of Proficiency coursework is 44 or less credits and generally do not include related instruction courses. See Programs of Study for availability and specific requirements for Certificates of Proficiency, which usually do not include classes outside the major subject.

Certificate of Proficiency requirements include:

1. Earn a minimum grade point average of 2.0.
2. Complete a minimum of 25% of the credits required, including the last quarter of residence, at Green River.
3. Earning no more than 25% of the credit requirements on a pass/no credit basis.

Professional Technical

RELATED INSTRUCTION REQUIREMENTS

ASSOCIATE IN APPLIED ARTS DEGREE (AAA) AND ASSOCIATE IN APPLIED SCIENCE DEGREE (AAS)

The Associate in Applied Arts (AAA) and the Associate in Applied Science (AAS) degrees are designed for students in professional technical programs. The faculty of Green River Community College and an advisory committee from local business and industry determine the curriculum for each professional technical program. Each curriculum includes major field requirements and related instruction requirements. To earn either degree, a student must accumulate a minimum of 90 credits, meet the specific requirements of the program, and earn a minimum grade point average of 2.0. Twenty-four of the total 90 credits, including the last quarter of study, must be completed at Green River. No more than 25% of the credit requirements may be earned on a pass/no-credit basis.

Students seeking AAA or AAS degrees must complete related instruction requirements in the program-related areas of communication, computation, and human relations. Where appropriate, safety and environmental awareness courses are also required for degree programs.

In most professional technical fields at Green River, these related instructions are already included within the program. The requirements may be part of several courses or may be included in one particular course. Most students, in meeting the specific requirements of the programs, will automatically meet the related instruction requirements. (Courses designated as related instruction requirements will be denoted with a # symbol.)

The related instruction requirements and their minimum levels of proficiency are listed below. The listed courses in communication, computation, and human relations may be credited toward no more than one related instruction requirement.

Certificates

Related instruction requirements are included in all certificates that are one year in length or longer (45 credits or more).

AAA and AAS Degrees and Certificates

1. COMMUNICATIONS

A. Writing

The student will earn a minimum of three credits* from the following:

English 102, 110, 111, 112, or 113.

** Although three credits is the minimum requirement, all of the above English courses are offered at five credits.*

or

Business Education 130 for the following business-related degrees and certificates:

Degrees:	Certificates:
Accounting Administrative Assistant Business Applications Specialist Business Sales and Supervision Computer Reporting Technologies– Captioning Computer Reporting Technologies– Court Reporting Legal Administrative Assistant Medical Office Assistant	Administrative Assistant Business Applications Specialist Sales and Supervision

or

Advanced placement 3 (AP3):	Waiver from writing requirement; no credit granted.
Advanced placement 4 (AP4):	Waiver from writing requirement and 5 credits granted for college-level writing
Advanced placement 5 (AP5):	Waiver from writing requirement and 10 credits granted for college-level writing

B. Oral

The student will earn a minimum of three credits* from the following:

Communication 100, 101, 110, or 234.

** Although three credits is the minimum requirement, most communication courses are offered at five credits.*

Professional Technical

2. COMPUTATION

Students pursuing degrees or certificates in programs without a specified computation or math course may satisfy this requirement by one of the following:

- A. The student will earn a minimum of three credits* from a mathematics course numbered 100 or above (excluding co-op math courses).

** Although three credits is the minimum requirement, most mathematics courses are offered at five credits.*

- B. Achieve a COMPASS score sufficient for eligibility for Math 104 or higher.

or

Advanced placement 3 or 4 (AP3 or AP4)	Waiver from computation requirement on the AB Examination and 5 credits granted for Math 124
Advanced placement 5 (AP5)	Waiver from computation requirement on the AB Examination and 10 credits granted for Math 124 and Math 125
Advanced placement 3 (AP3)	Waiver from computation requirement on the BC Examination and 5 credits granted for Math 124
Advanced placement 4 or 5 (AP4 or AP5)	Waiver from computation requirement on the BC Examination and 10 credits granted for Math 124 and Math 125

- C. **Business Education 110 or Business Administration 145** for the following business-related degrees and certificates:

Degrees	Certificates
Accounting	Administrative Assistant
Administrative Assistant	Business Applications Specialist
Business Applications Specialist	Sales and Supervision
Business Sales and Supervision	
Computer Reporting Technologies–Captioning	
Computer Reporting Technologies–Court Reporting	
Early Childhood Education	
Legal Administrative Assistant	
Medical Office Assistant	
Occupational Therapist Assistant	
Physical Therapist Assistant	

- D. **Acomp 100N** for Practical Nursing Certificate.

- E. **Acomp 100T** for Trades degrees.

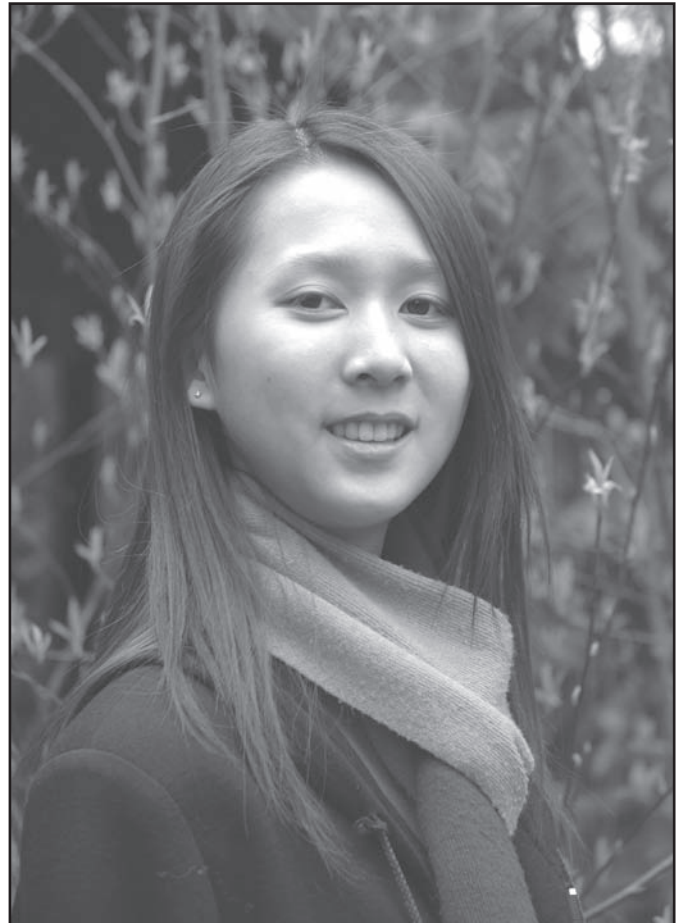
3. HUMAN RELATIONS

The student will participate in a minimum of three credits* or 33 hours of course work in which personal quality foundation skills and interpersonal workplace competencies are taught and practiced. These qualities and competencies are identified in the U.S. Department of Labor Secretary’s Commission on Achieving Necessary Skills (SCANS). They include: demonstrates responsibility, self-worth, sociability in groups, self-management and integrity/honesty; participates as a team member; helps others; exhibits leadership; negotiates agreement; and develops an appreciation of socio-cultural differences while respecting the rights of others.

The student’s Human Relations requirement is met if at least 80% of the SCANS attributes (as mentioned above) are embedded into a course or courses that are part of their professional technical program (see program requirements). If not embedded, the student will earn a minimum of three credits* from the following courses:

- Behsc 103, 190**
- Bus 166**
- Comm 100, 101, 110, 234**

** Although three credits is the minimum requirement, most courses that meet this requirement are offered at five credits.*



Professional Technical

PROFESSIONAL TECHNICAL DEGREE AND CERTIFICATE PROGRAMS

- AAA** – Associate in Applied Arts
AAS – Associate in Applied Science
AAA-PTS – Associate in Applied Arts in Professional Technical Studies
AAS-PTS – Associate in Applied Science in Professional Technical Studies
Cert – Certificate (45 credits or more)
Cert-P – Certificate of Proficiency (44 credits or less)

Program	AAA	AAS	Cert	Cert-P	Page No.
Accounting	X			X	84
Accounting Clerk				X	84
Administrative Assistant	X		X		85
Data Entry				X	86
File Clerk				X	86
Office Support 1				X	87
Office Support 2				X	87
Auto Body Technology		X			87
Collision Repair				X	87
Painting and Refinishing				X	88
Automotive Technology		X			88
Brakes, Steering and Suspension				X	89
Electrical Systems				X	89
Engine Performance				X	89
Heating and Air Conditioning				X	89-90
Transmission and Transaxle				X	90
Aviation Technology					
Advanced Air Traffic Control				X	93
Advanced Aviation Knowledge				X	92
Air Traffic Control/Airline Dispatch		X			91
Air Transportation		X			90
Aircraft Dispatcher				X	93
Airline Dispatcher Completion				X	93
Basic Aviation Knowledge				X	92
Helicopter Pilot		X			91
Intermediate Aviation Knowledge				X	92
International Flight Planning				X	93
Professional Pilot		X			91
Business Applications Specialist	X		X		94-95
Business Applications for Small Business				X	95
Distance Education Preparation				X	96

Professional Technical

Program	AAA	AAS	Cert	Cert-P	Page No.
Business, Sales and Supervision	X				96
Sales and Supervision			X		96
Sales and Customer Service				X	97
Carpentry Technology – Residential and Light Commercial Carpentry		X		X	97
Residential Light and Commercial Framing 1				X	98
Residential Light and Commercial Framing 2				X	98
Residential Concrete Forming and Placement				X	98
Residential Exterior Finish Level 1				X	98
Residential Interior Finish Level 1				X	99
Residential Interior Finish Level 2				X	99
Intermediate Construction Management Skills				X	99
Computer Reporting Technologies					
Captioning Sequence A	X				99-100
Captioning Sequence B	X				100
Court Reporting Sequence A	X				101
Court Reporting Sequence B	X				101-102
Medical Stenoscryptionist				X	102
Scoptist/Text Editor				X	102
Text Entry				X	103
Computerized Machining & Manufacturing Technology		X		X	103-104
Criminal Justice		X			104
Corrections				X	105
Law Enforcement				X	105
Database Design and Administration		X			105-106
Design Technology					
Architectural Drafting Proficiency				X	109
Architectural, Structural and Civil Drafting				X	109
Civil Drafting Proficiency				X	110
Construction Design Technology		X			107
Design Drafting Technology		X			106-107
Drafting Proficiency				X	110
Manufacturing Technology-CIM		X			107-108
Mechanical Design Technology		X			108
Mechanical 3D CAD				X	110
Mechanical CAD Proficiency				X	110
Mechanical Drafting			X		111
Structural Drafting				X	111
Early Childhood Education	X			X	111-112
Child Development Associate Preparation				X	113
Early Childhood Assistant Teacher				X	112
Instructional Aide				X	113

Professional Technical

Program	AAA	AAS	Cert	Cert-P	Page No.
Montessori Teaching				X	114
Paraeducator	X				113
Forensic Technology		X			114-115
Forensic & Fingerprint Technology				X	115
Geographic Information Systems		X		X	115-116
Health Services Paraprofessional				X	116
Information Technology					
IT Basics				X	118
IT Help Desk Support Technician				X	118
IT Information Assurance		X			117
IT Information Assurance Technician			X		119
IT Network Technician			X		119
IT Networking		X			117-118
Legal Administrative Assistant	X				120
Manufacturing Technology		X		X	120-121
Medical Office Assistant	X				121-122
Medical Coding				X	122
Medical Office Manager				X	122
Medical Transcription Computer				X	122-123
Medical Transcriptionist				X	123
Natural Resources		X			123
Geographic Information Systems Option		X			124
Park Management		X			124-125
Water Quality		X			125-126
Wildland Fire		X			126
Nursing					126-128
Nurse Assistant				X	127
Practical Nursing			X		126-127
WorkFirst Nursing Assistant				X	127-128
Occupational Therapy Assistant		X			128-129
Paralitigator				X	129
Physical Therapist Assistant		X			129-130
Professional Technical Studies	X	X			78
Wastewater Technology		X			131
Municipal Wastewater Treatment Technology				X	131
Wastewater Collection Technology				X	131
Water Supply Technology		X			132
Water Distribution Technology				X	132
Welding Technology		X			132-133
Basic Arc and Flame				X	133
Intermediate Arc and Flame				X	133
Advanced Arc and Flame				X	133

Professional Technical • Accounting • Accounting Clerk

Accounting**Associate in Applied Arts Degree
90 Credits**

The graduate of this two-year program will be prepared for employment in accounting and future supervisory positions in accounting and business. Students in this program must complete all required B A classes with a grade of 2.0 or higher. Students must earn a cumulative GPA of 2.0 or higher.

Contact: Paul Mueller, ext. 2635
pmueller@greenriver.edu

Dept./No.	Course Title	Credits
Core Requirements:		
B A 101 or	Business, Government & Society or	
Bus 164	Business Principles	5
* B A 110	Practical Financial Accounting	5
* B A 111	Practical Financial Accounting	5
B A 112	Quickbooks for Accounting	5
** B A 113	Practical Accounting	5
B A 118	Individual Taxation	5
B A 121	Payroll Accounting	5
B A 200 or	Introduction to Law & Commerce or	
B A 205	Business Law	5
Bus E 100	Fundamentals of Microcomputers	5
† Bus E 101	Beginning Typing/Keyboarding	0-5
Bus E 110	Business Math Applications	5
Bus E 162	Introduction to Excel	5
Bus E 163	Advanced Excel	5
Electives	See list below	
Related Instruction Requirements:		
Reading	Eligible for Read 104, Reading Mastery	0-5
# B A 145	Business Computation	5
# Behsc 103 or	Interpersonal Relations or	
Bus 166 or	Human Resources & Work Readiness or	
Comm 100 or	Fundamentals of Oral Communication or	
Comm 101 or	Basic Speech Communication or	
Comm 110	Interpersonal Communication	5
# Bus E 130 or	Business Correspondence or	
Engl 102 or	Practical College Writing or	
Engl 110 or	College Writing or	
Engl 111 or	Writing: Humanities or	
Engl 112 or	Writing: Social Sciences or	
Engl 113	Research Writing: Science, Engineering & Business	5
# Comm 100 or	Fundamentals of Oral Communication or	
Comm 101 or	Basic Speech Communication or	
Comm 110 or	Interpersonal Communication or	
Comm 234	Small Group Leadership & Discussion	5
Electives: Students may choose from the following courses to total 90 credits:		
Any B A Course		5
Any Bus E Course		5
Any Bus Course		5
Any Math Course		5
Coop 171	Work Experience Seminar	1
Econ 100	Economic Principles & Applications	5
Econ 200	Macroeconomics	5
Econ 201	Microeconomics	5

Satisfies related instruction requirements.

Students can only apply Comm 100, 101 or 110 towards the human relations area if NOT already used in the Communications area of the related instruction requirements.

* B A 210, Financial Accounting 1, may be substituted for B A 110 and B A 111.

** B A 220, Financial Accounting 2, may be substituted for B A 113.

† Bus E 101 Beginning Typing/Keyboarding may be waived by passing a 3-minute typing test at 30 wpm with 5 or less errors using the proper touch typing techniques. Elective credits may be used to meet the minimum degree credit requirements.

Accounting**Certificate of Proficiency
40 Credits**

For the student who desires early employment, or wishes to add specialty credentials to a previously earned degree. (Tech Prep students may articulate into this program as a continuation of training started in high school qualified programs.) Students in this program must complete all required B A classes with a grade of 2.0 or higher. Students must earn a cumulative GPA of 2.0 or higher.

Contact: Paul Mueller, ext. 2635
pmueller@greenriver.edu

Dept./No.	Course Title	Credits
Core Requirements:		
† Keyboarding Skill		
B A 101 or	Business, Government & Society or	
Bus 164	Business Principles	5
* B A 110	Practical Financial Accounting	5
* B A 111	Practical Financial Accounting	5
B A 112	Quickbooks for Accounting	5
B A 121	Payroll Accounting	5
Bus E 100	Fundamentals of Microcomputers	5
Bus E 110	Business Math Applications	5
Bus E 162	Introduction to Excel	5

† Keyboarding may be demonstrated by passing a 5-minute typing test at 30 wpm with 5 or less errors using the proper touch typing techniques. Students unable to meet the minimum typing speed required may take Bus E 101 to fulfill the keyboarding requirement.

* B A 210, Financial Accounting 1, may be substituted for B A 110 and B A 111.

Accounting Clerk**Certificate of Proficiency
15 Credits**

Students must complete all required B A classes with a grade of 2.0 or higher. Students must earn a cumulative G.P.A. of 2.0 or higher.

Contact: Paul Mueller, ext. 2635
pmueller@greenriver.edu

Dept./No.	Course Title	Credits
Core Requirements:		
* B A 110	Practical Financial Accounting	5
Bus E 100	Fundamentals of Microcomputers	5
Bus E 110	Business Math Applications	5

* B A 210, Financial Accounting 1, may be substituted for B A 110.

Professional Technical • Administrative Assistant

Administrative Assistant

Associate in Applied Arts Degree
90 Credits

The major objective of the Administrative Assistant degree program is to provide students an opportunity to develop essential business skills in their area of interest as well as to offer a comprehensive general education. Placement in courses depends on the student's prior education and experience. Earning an Administrative Assistant degree will prepare the student for employment as an office worker in an entry level position. Students in this program must complete all required Bus E classes with a grade of 2.0 or higher. This program meets related instruction requirements for the Associate in Applied Arts degree. Students may enter this program at the beginning of any quarter.

Contact: Joyce Strain, ext. 4385
jstrain@greenriver.edu

Dept./No.	Course Title	Credits
Lifetime Fitness/Wellness/Activity	Any course listed under the AA degree Lifetime Fitness/Wellness/Activity area on page 79	1+
Bus E 100	Fundamentals of Microcomputers	5
* Bus E 101	Beginning Typing/Keyboarding	5
* Bus E 102	Intermediate Keyboarding	5
Bus E 103	Advanced Keyboarding	5
# Bus E 110	Business Math Applications	5
Bus E 112	Beginning Word	5
Bus E 120	Machine Transcription	5
# Bus E 130	Business Correspondence	5
Bus E 132	Business Communication Applications	5
Bus E 140	Records Management	5
Bus E 150	Introduction to Windows	5
Bus E 177 and Coop 171	Business Education Work Experience and Work Experience Seminar	3-5
Bus E 200	Production Keyboarding	5
# Bus E 250	Office Administration	5
Bus E 266	Inside Microsoft Office	5
# Comm 100 or Comm 101 or Comm 110	Fundamentals of Oral Communication or Basic Speech Communication or Interpersonal Communication	5
Reading	Eligible for Read 104 (as determined by the appropriate COMPASS test score) or completion of Read 094	0-5

Elective Courses: In addition to the required courses, choose from the following to total 90 credits:

B A 101 or Bus 164	Business, Government & Society or Business Principles	5
Behsc 190	Stress Management	5
Bus 166	Human Resources & Work Readiness	5
Bus E 080	Keyboarding	2
Bus E 090 or B A 110 or B A 210	Office Accounting or Practical Financial Accounting or Financial Accounting 1	5
Bus E 107 and/or Bus E 108	Typing Speed & Accuracy 1 and/or Typing Speed & Accuracy 2	4-8

Bus E 111	Personal Computing	3
◦ Bus E 115	Professional Image Building	1
Bus E 119 or Bus E 119.1-119.7	MOS Core & Expert Certification Preparation or Prep Tests: Microsoft Access, Excel, PowerPoint or Word	1-7
Bus E 162 or Bus E 163	Introduction to Excel or Advanced Excel	5
Bus E 170.1 or Bus E 170.2 or Bus E 170.3	Beginning Keyboarding: Alphabetic Keys or Keyboarding: Mastering 10-Key & Symbols or Keyboarding: Speed & Accuracy-Skill Building	1
Bus E 171.1 or Bus E 171.2 or Bus E 171.3	PowerPoint Basics or Customize & Integrate PowerPoint Presentations or Enhance & Automate PowerPoint Presentations	1
Bus E 173.1 or Bus E 173.2 or Bus E 173.3 or Bus E 173.4 or Bus E 173.5	Word: Create, Edit & Format Documents or Word: Formatting Publications or Word: Mail Merges or Word: Formatting Reports or Word: Creating Forms, Macros & Styles	1
Bus E 174.1 or Bus E 174.2 or Bus E 174.3 or Bus E 174.4 or Bus E 174.5	Excel Basics or Excel Formulas & Functions or Excel as a Database or Excel: Charting & Macros or Excel: Integrating with Microsoft Applications	1
Bus E 175	Instructor Assistant	1-5
Bus E 176.1 or Bus E 176.2 or Bus E 176.3 or Bus E 176.4	Access: Create & Modify a Database or Access: Use Queries to Retrieve Data or Access: Create & Modify Forms or Access: Create & Modify Reports	1
† Bus E 178-179	Business Education Work Experience	2-10
Bus E 184	Internet & Basic Web Design	5
Bus E 185	Introduction to Microsoft Access	5
Bus E 214	Introduction to Information Security	5
Bus E 216	Computer Support Internship 1	5
Bus E 255	Advanced Word	5
Engl 105	Grammar & Usage	5
Psych 100	General Psychology	5
Soc 110	Survey of Sociology	5

* Credit by advanced placement may be granted in typing/keyboarding after departmental review of prior training.

† Students may earn up to 10 credits through Co-op classes.

Satisfies related instruction requirements.

◦ Qualifies as AAA and AA-DTA activity credit

Note: Students may choose the advanced computer applications course as an alternative to the introductory application course requirement such as Bus E 255 in place of Bus E 112.

Professional Technical • Administrative Assistant • Data Entry • File Clerk

Administrative Assistant

Certificate 60-65 Credits

The Administrative Assistant certificate program provides students an opportunity to develop essential business skills. Earning an Administrative Assistant Certificate will prepare the student for employment as an office worker in an entry-level position. These credits can be applied to any Business Education degree program. Students in this program must complete all required Bus E classes with a grade of 2.0 or higher.

Contact: Joyce Strain, ext. 4385
jstrain@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 100	Fundamentals of Microcomputers	5
* Bus E 102	Intermediate Keyboarding	5
Bus E 103	Advanced Keyboarding	5
# Bus E 110	Business Math Applications	5
Bus E 112	Beginning Word	5
Bus E 120	Machine Transcription	5
# Bus E 130	Business Correspondence	5
Bus E 140	Records Management	5
Bus E 150	Introduction to Windows	5
# Bus E 250	Office Administration	5
Bus E 266	Inside Microsoft Office	5
# Comm 100 or Comm 101 or Comm 110	Fundamentals of Oral Communication or Basic Speech Communication or Interpersonal Communication	5
Reading	Eligible for Read 104 (as determined by the appropriate COMPASS placement score) or completion of Read 094	0-5

To enhance the student's preparation for future employment, we recommend the following:

B A 101 or Bus 164	Business, Government & Society or Business Principles	5
Bus 166	Human Resources & Work Readiness	5
Bus E 080	Keyboarding	2
Bus E 090 or B A 110 or B A 210	Office Accounting or Practical Financial Accounting or Financial Accounting 1	5
* Bus E 101	Beginning Typing/Keyboarding	5
Bus E 107 and/or Bus E 108	Typing Speed & Accuracy 1 and/or Typing Speed & Accuracy 2	4-8
Bus E 111	Personal Computing	3
° Bus E 115	Professional Image Building	1
Bus E 132	Business Communication Applications	5
Bus E 162 or Bus E 163	Introduction to Excel or Advanced Excel	5
Bus E 170.1 or Bus E 170.2 or Bus E 170.3	Beginning Keyboarding: Alphabetic Keys or Keyboarding: Mastering 10-Key & Symbols or Keyboarding: Speed & Accuracy-Skill Building	1
Bus E 171.1 or Bus E 171.2 or Bus E 171.3	PowerPoint Basics or Customize & Integrate PowerPoint Presentations or Enhance & Automate PowerPoint Presentations	1
Bus E 173.1 or Bus E 173.2 or Bus E 173.3 or Bus E 173.4 or Bus E 173.5	Word: Create, Edit & Format Documents or Word: Formatting Publications or Word: Mail Merges or Word: Managing Reports or Word: Creating Forms, Macros & Styles	1

Bus E 174.1 or Bus E 174.2 or Bus E 174.3 or Bus E 174.4 or Bus E 174.5	Excel Basics or Excel Formulas & Functions or Excel as a Database or Excel: Charting & Macros or Excel: Integrating with Microsoft Applications	1
Bus E 176.1 or Bus E 176.2 or Bus E 176.3 or Bus E 176.4	Access: Create & Modify a Database or Access: Use Queries to Retrieve Data or Access: Create & Modify Forms or Access: Create & Modify Reports	1
† Bus E 177-179 and Coop 171	Business Education Work Experience and Work Experience Seminar	2-10 1
Bus E 184	Internet & Basic Web Design	5
Bus E 185	Introduction to Microsoft Access	5
Bus E 214	Introduction to Information Security	5
Bus E 255	Advanced Word	5
Engl 105	Grammar & Usage	5

* Credit by advanced placement may be granted in typing/keyboarding after departmental review of prior training.

† Students may earn up to 10 credits through Co-op classes.

Satisfies related instruction requirements.

° Qualifies as AAA and AA-DTA activity credit

Note: Students may choose the advanced computer applications course as an alternative to the introductory application course requirement such as Bus E 255 in place of Bus E 112.

Data Entry

Certificate of Proficiency 14-15 Credits

These classes may be applied toward the Associate in Applied Arts Degree. Students must complete all required Bus E classes with a grade of 2.0 or higher.

Contact: Joyce Strain, ext. 4385
jstrain@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 100	Fundamentals of Microcomputers	5
Bus E 101 or Bus E 107	Beginning Typing/Keyboarding or Typing Speed & Accuracy	4-5
Bus E 110	Business Math Applications	5

File Clerk

Certificate of Proficiency 14-15 Credits

These classes may be applied toward the Associate in Applied Arts Degree. Students must complete all required Bus E classes with a grade of 2.0 or higher.

Contact: Joyce Strain, ext. 4385
jstrain@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 100	Fundamentals of Microcomputers	5
Bus E 101 or Bus E 107	Beginning Typing/Keyboarding or Typing Speed & Accuracy 1	4-5
Bus E 140	Records Management	5

Professional Technical • Office Support • Auto Body Technology

Office Support 1**Certificate of Proficiency
14-15 Credits**

These classes may be applied toward the Associate in Applied Arts Degree. Students must complete all required Bus E classes with a grade of 2.0 or higher.

Contact: Joyce Strain, ext. 4385
jstrain@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 102 or Bus E 107	Intermediate Keyboarding or Typing Speed & Accuracy 1	4-5
Bus E 112	Beginning Word	5
Bus E 130	Business Correspondence	5

Office Support 2**Certificate of Proficiency
14-15 Credits**

These classes may be applied toward the Associate in Applied Arts Degree. Students must complete all required Bus E classes with a grade of 2.0 or higher.

Contact: Joyce Strain, ext. 4385
jstrain@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 103 or Bus E 107	Advanced Keyboarding or Typing Speed & Accuracy 1	4-5
Bus E 250	Office Administration	5
Bus E 266	Inside Microsoft Office	5

Auto Body Technology**Associate in Applied Science Degree
109-116 Credits**

This degree program educates students in the repair and refinishing of collision damaged vehicles. Graduates of this NATEF certified program will have acquired the skills necessary to enter into other aspects of the trade such as management, sales, and appraising.

The auto collision repair industry is becoming more technical and our graduates will have been trained with that in mind due to the help of competencies set forth by the National Automotive Technicians Education Foundation (NATEF) the National Institute for Automotive Service Excellence (ASE), and the Inter-Industry Conference on Collision Repair (I-Car).

This is an open entry program, and providing space is available, students may enter at the beginning of any quarter with instructor's permission.

Suggested first quarter classes for new students: Abody 100, 12 credits of Abody 104, and Indus 102.1. See advisor for scheduling of subsequent quarters.

Contacts: Mark Millbauer, ext 4285
mmillbauer@greenriver.edu Paul Mueller, ext. 2635
pmueller@greenriver.edu

Dept./No.	Course Title	Credits
Abody 100	Conduct/Safety/Equipment	1
Abody 104	Non-Structural Repair	14
Abody 105	Structural Damage Repair	14
Abody 106	Mechanical & Electrical Repair	15
Abody 107	Plastics & Adhesives	3
Abody 108	Painting & Refinishing	20
Abody 109	Special Shop Practice	11
Abody 110	Estimating for Collision Repair	3
Abody 177-179	Auto Body Work Experience	4
Abody 180-184	Industry Leadership 1-5	5
Indus 102.1	Welding Survey 1	3
Indus 102.2	Welding Survey 2	3
First Aid/CPR	Possess First Aid/CPR card upon graduation	

Related Instruction Requirements:

# Comm 100	Fundamentals of Oral Communication	5
# Engl 102	Practical College Writing	5
# Human Relations	Any course that satisfies the related instruction requirements listed on page 79	3-5
# Acomp 100T or Math 062	Computation for the Trades or Review of Arithmetic or Eligible for Math 070	0-5

Satisfies related instruction requirements. For scheduling or transferability reasons, other courses from the current list of related instruction requirements may be substituted.

Note: Students whose primary language is not English, must pass ESOL Level 3 before enrolling in the Auto Body Technology program.

**Auto Body Technology–
Collision Repair****Certificate of Proficiency
44 Credits**

Prepares students for entry-level employment in the auto body and the collision repair industries. Students will be instructed in the basics of auto body repair including structural and non-structural repair and welding through completion of NATEF (National Automotive Technician Education Foundation) certified courses.

Providing space is available, students may enter at any time with instructor's permission.

Contacts: Mark Millbauer, ext 4285
mmillbauer@greenriver.edu Paul Mueller, ext. 2635
pmueller@greenriver.edu

Dept./No.	Course Title	Credits
Abody 100	Conduct/Safety/Equipment	1
Abody 104	Non-Structural Repair	14
Abody 105	Structural Damage Repair	14
Abody 107	Plastics & Adhesives	3
Abody 109	Special Shop Practice	6
Indus 102.1	Welding Survey 1	3
Indus 102.2	Welding Survey 2	3

Professional Technical • Auto Body Technology • Automotive Technology

Auto Body Technology– Paint & Refinishing

Certificate of Proficiency 44 Credits

Prepares students for entry-level employment in the auto body paint shop. Students will be instructed in the basics of shop and hazardous material safety, painting, and basic auto body repair through completion of NATEF (National Automotive Technician Education Foundation) certified courses.

Providing space is available, students may enter at any time with instructor's permission.

Contacts: Mark Millbauer, ext 4285 Paul Mueller, ext. 2635
mmillbauer@greenriver.edu pmueller@greenriver.edu

Dept./No.	Course Title	Credits
Abody 100	Conduct/Safety/Equipment	1
Abody 104	Non-Structural Repair	14
Abody 107	Plastics & Adhesives	3
Abody 108	Painting & Refinishing	20
Abody 109	Special Shop Practice	6

Automotive Technology

Associate in Applied Science Degree 97-106 Credits

This degree program prepares the student for employment in the automotive industry.

Graduates of the program will have achieved competencies set forth by the National Automotive Technicians Education Foundation (NATEF) and the National Institute for Automotive Service Excellence (ASE) and obtained related education in the fields of leadership, human relations and communication.

Credit for hours of training is usually granted to those entering into an approved apprenticeship program and is granted for the certification experience requirement.

Entry into the program will be on a space-available basis with instructor's permission.

New students must show proof of a valid driver's license.

Contacts: Dan Sorensen, ext 4202 Karl Hoffman, ext. 4253
dsorensen@greenriver.edu khoffman@greenriver.edu

Paul Mueller, ext. 2635
pmueller@greenriver

Dept./No.	Course Title	Credits
First Quarter		
	Reading requirement	Eligible for Read 104
Atech 110	Shop Procedures	2
Atech 116	Suspension & Steering	6
Atech 117	Brakes	7
Atech 150	Automotive Leadership Skills 1	1
# Comm 100	Fundamentals of Oral Communication	5
Second Quarter		
# Acomp 100T or Math 062 or	Computations for the Trades or Review of Arithmetic or Eligible for Math 070	0-5
Atech 111	Electrical & Electronics Systems	14
Atech 151	Automotive Leadership Skills 2	1
Third Quarter		
Atech 112	Engine Performance	9
Atech 113	Engine Repair	3
Atech 152	Automotive Leadership Skills 3	1
Indus 102.1	Welding Survey 1	3
Fourth Quarter		
Atech 115	Manual Drive Trains & Axles	6
Atech 112	Engine Performance	5
Atech 153	Automotive Leadership Skills 4	1
# Engl 102	Practical College Writing	5
Fifth Quarter		
Atech 114 and/or	Automotive Transmission & Trans-Axle and/or State Emission Control Specialist Phase 1	4-8
Atech 108.1	State Emission Control Specialist Phase 1	4-8
Atech 118	Heating & Air Conditioning	6
Atech 154	Automotive Leadership Skills 5	1
# Behsc 103	Interpersonal Relations	5
Sixth Quarter		
Atech 119 or Auto 177	Special Shop Practice or Auto Work Experience	12
# Satisfies related instruction requirements. For scheduling or transferability reasons, other courses from the current list of related instruction requirements may be substituted.		



Professional Technical • Automotive Technology

Automotive Technology– Brakes, Steering & Suspension

Certificate of Proficiency 16 Credits

Recipients of this certificate will have achieved competencies set forth by the National Automotive Technicians Education Foundation (NATEF) and the National Institute for Automotive Service Excellence (ASE).

This program provides students the opportunity to develop essential skills necessary for an entry-level position in the field of Automotive Brakes, Steering and Suspension repair.

Entry into the program will be on a space-available basis with instructor's permission.

New students must show proof of a valid driver's license.

Contacts: Dan Sorensen, ext 4202 Karl Hoffman, ext. 4253
dsorensen@greenriver.edu khoffman@greenriver.edu

Paul Mueller, ext. 2635
pmueller@greenriver

Dept./No.	Course Title	Credits
First Quarter		
Reading requirement	Eligible for Read 104	
Atech 110	Shop Procedures	2
Atech 116	Suspension & Steering	6
Atech 117	Brakes	7
Atech 150 or	Automotive Leadership Skills 1 or	
Atech 151 or	Automotive Leadership Skills 2 or	
Atech 152 or	Automotive Leadership Skills 3 or	
Atech 153 or	Automotive Leadership Skills 4 or	
Atech 154	Automotive Leadership Skills 5	1

Automotive Technology– Electrical Systems

Certificate of Proficiency 15 Credits

Recipients of this certificate will have achieved competencies set forth by the National Automotive Technicians Education Foundation (NATEF) and the National Institute for Automotive Service Excellence (ASE).

This program provides students the opportunity to develop essential skills necessary for an entry-level position in the field of Automotive Electrical Systems repair.

Entry into the program will be on a space-available basis with instructor's permission.

New students must show proof of a valid driver's license.

Contacts: Dan Sorensen, ext 4202 Karl Hoffman, ext. 4253
dsorensen@greenriver.edu khoffman@greenriver.edu

Paul Mueller, ext. 2635
pmueller@greenriver

Dept./No.	Course Title	Credits
Reading requirement	Eligible for Read 104	
Atech 111	Electrical & Electronics Systems	14
Atech 150 or	Automotive Leadership Skills 1 or	
Atech 151 or	Automotive Leadership Skills 2 or	
Atech 152 or	Automotive Leadership Skills 3 or	
Atech 153 or	Automotive Leadership Skills 4 or	
Atech 154	Automotive Leadership Skills 5	1

Automotive Technology– Engine Performance

Certificate of Proficiency 15 Credits

Recipients of this certificate will have achieved competencies set forth by the National Automotive Technicians Education Foundation (NATEF) and the National Institute for Automotive Service Excellence (ASE).

This program provides students the opportunity to develop essential skills necessary for an entry-level position in the field of Automotive Engine Performance and Drivability repair.

Entry into the program will be on a space-available basis with instructor's permission.

New students must show proof of a valid driver's license.

Contacts: Dan Sorensen, ext 4202 Karl Hoffman, ext. 4253
dsorensen@greenriver.edu khoffman@greenriver.edu

Paul Mueller, ext. 2635
pmueller@greenriver

Dept./No.	Course Title	Credits
Reading requirement	Eligible for Read 104	
Atech 112	Engine Performance	14
Atech 150 or	Automotive Leadership Skills 1 or	
Atech 151 or	Automotive Leadership Skills 2 or	
Atech 152 or	Automotive Leadership Skills 3 or	
Atech 153 or	Automotive Leadership Skills 4 or	
Atech 154	Automotive Leadership Skills 5	1

Automotive Technology– Heating & Air Conditioning

Certificate of Proficiency 7 Credits

Recipients of this certificate will have achieved competencies set forth by the National Automotive Technicians Education Foundation (NATEF) and the National Institute for Automotive Service Excellence (ASE).

The major objective of the Automotive Heating/Air Conditioning certificate program is to provide students opportunity to develop essential skills necessary for an entry-level position in the field of Automotive Heating/Air Conditioning repair.

Entry into the program will be on a space-available basis with instructor's permission.

New students must show proof of a valid driver's license.

Professional Tech

Professional Technical • Automotive Technology • Aviation Technology

Contacts: Dan Sorensen, ext 4202
dsorensen@greenriver.edu Karl Hoffman, ext. 4253
khoffman@greenriver.edu

Paul Mueller, ext. 2635
pmueller@greenriver

Dept./No.	Course Title	Credits
Reading requirement	Eligible for Read 104	
Atech 118	Heating & Air Conditioning	6
Atech 150 or	Automotive Leadership Skills 1 or	
Atech 151 or	Automotive Leadership Skills 2 or	
Atech 152 or	Automotive Leadership Skills 3 or	
Atech 153 or	Automotive Leadership Skills 4 or	
Atech 154	Automotive Leadership Skills 5	1

Automotive Technology– Transmission & Transaxle

Certificate of Proficiency 15 Credits

Recipients of this certificate will have achieved competencies set forth by the National Automotive Technicians Education Foundation (NATEF) and the National Institute for Automotive Service Excellence (ASE).

The major objective of the Transmission and Transaxle certificate program is to provide students opportunity to develop essential skills necessary for an entry-level position in the field of Automotive Transmission and Transaxle repair.

Entry into the program will be on a space-available basis with instructor's permission.

New students must show proof of a valid driver's license.

Contacts: Dan Sorensen, ext 4202
dsorensen@greenriver.edu Karl Hoffman, ext. 4253
khoffman@greenriver.edu

Paul Mueller, ext. 2635
pmueller@greenriver

Dept./No.	Course Title	Credits
Reading requirement	Eligible for Read 104	
Atech 114	Automatic Transmission & Trans-Axle	8
Atech 115	Manual Drive Trains & Trans-Axles	6
Atech 150 or	Automotive Leadership Skills 1 or	
Atech 151 or	Automotive Leadership Skills 2 or	
Atech 152 or	Automotive Leadership Skills 3 or	
Atech 153 or	Automotive Leadership Skills 4 or	
Atech 154	Automotive Leadership Skills 5	1

Aviation Technology– Air Transportation

Associate in Applied Science Degree 93 Credits

Aviation, business and human relations courses form the core of this program, which is designed to help prepare a student for entry into the airline industry. It is intended for students interested in ramp service, customer service, reservations, flight attendant service, aircraft servicing, airport maintenance and airport management careers.

Students may enter this program at the beginning of any quarter.

Contact: George Comollo, ext 4336
gcomollo@greenriver.edu

Dept./No.	Course Title	Credits
Avia 110	Airline Operation	5
Avia 111 or	Private Pilot Ground School or	
Avia 123	Aviation Weather	5
Avia 213	Aviation History & Careers	5
Avia 214	Airport Management & Operations	5
B A 101 or	Business, Government & Society or	
Bus 164	Business Principles	5
B A 110 or	Practical Financial Accounting or	
B A 210	Financial Accounting 1	5
Bus 121	Marketing Fundamentals	5
# Behsc 103 or	Interpersonal Relations or	
Behsc 190 or	Stress Management or	
Bus 166 or	Human Resources & Work Readiness or	
Comm 110	Interpersonal Communication	5
Bus E 100	Fundamentals of Microcomputers	5
# Comm 100 or	Fundamentals of Oral Communication or	
Comm 101	Basic Speech Communication	5
Econ 100 or	Economic Principles & Applications or	
Econ 200	Macroeconomics	5
# Engl 110	College Writing	5
# Math	Any Math course 100 or higher	5
Psych 100	General Psychology	5
Lifetime Fitness/ Wellness/Activity	Any combination of courses	3
Electives: (20 credits) Must include at least two of the following:		
Avia 177-179 and	Aviation Work Experience 1-3 and	1-13
Coop 171	Work Experience Seminar	1
Avia 211 and	Aerodynamics for Pilots and	3
Avia 212	Human Factors for Aviators	2
B A 205	Business Law	5
Bus 159	Professional Selling	5
Bus 181 or	Introduction to International Business or	
Bus 182	International Logistics	5
Natrs 117	Aerial Photography Uses & Ground Based Mapping	2

Satisfies related instruction requirements.

Professional Technical • Aviation Technology

Aviation Technology– Air Traffic Control/Airline Dispatch

Associate in Applied Science Degree 90 Credits

This degree in Aviation Technology focuses on radar air traffic control (ATC) and aircraft dispatch. While these are really separate areas of employment, they both require similar skills and preparation. Both controllers and dispatchers must have knowledge of airspace, facilities, procedures, charts, navigation, aircraft performance, airport procedures and regulations, and good radio communication. Combining the two fields gives the student two good employment choices.

Training equipment for Air Traffic Controllers at Green River includes a computerized 16-position ATC simulator with a communications system. This is used to simulate en route and terminal radar systems. It presents an actual radar map for any location, such as Seattle, Los Angeles, Tokyo, or London. This system is also used for acquisition of real-time aviation weather through phone lines, weather briefing training, dispatch flight planning, and pilot test question review.

Airline dispatchers work for an airline and plan flights, order fuel, determine the weight and balance of the aircraft, follow the aircraft to destination, and communicate with the flight crew during the flight. The dispatcher keeps track of the weather at destination and alternate airports and makes most of the decisions regarding routing and diversion of the aircraft. Dispatchers must be certified (licensed).

Green River is an FAA-approved dispatcher school. Call for a list of dispatch locations you can visit in the Seattle area. Dispatchers are not required to pass an FAA Airmen physical.

Contact: George Comollo, ext 4336
gcomollo@greenriver.edu

Dept./No.	Course Title	Credits
Avia 110	Airline Operation	5
Avia 111	Private Pilot Ground School	5
Avia 123	Aviation Weather	5
Avia 201	Air Traffic Control 1	5
Avia 202	Air Traffic Control 2	5
Avia 208	Airline Dispatch	5
Avia 209	International Flight Planning & ETOPS	5
Avia 211	Aerodynamics for Pilots	3
Avia 212	Human Factors for Aviators	2
Avia 213	Aviation History & Careers	5
Avia 214	Airport Management & Operations	5
Avia 216	Instrument Pilot Ground School	5
# Behsc 103 or	Interpersonal Relations or	
Behsc 190 or	Stress Management or	
Bus 166 or	Human Resources & Work Readiness or	
Comm 110	Interpersonal Communication	5
Bus E 100	Fundamentals of Microcomputers	5
# Comm 100 or	Fundamentals of Oral Communication or	
Comm 101	Basic Speech Communication	5
# Engl 110	College Writing	5
# Math	Any Math courses 100 or higher	5
Science	Any physics, chemistry, geology, biology, astronomy course with a lab	10

Suggested Electives: Students may choose from the following courses to total 90 credits:

Avia 177-179 and	Aviation Work Experience 1-3 and	1-13
Coop 171	Work Experience Seminar	1
Geog 260	Introduction to Cartography	5
Natrs 117	Aerial Photography Uses & Ground-Based Mapping	2

Satisfies related instruction requirements.

Aviation Technology– Helicopter Pilot

Associate in Applied Science Degree 93 Credits

This degree is similar to the Professional Pilot except that an instrument rating is not required. The Commercial Helicopter Pilot FAA certificate (license) is required. This certificate requires 150 hours of flight time. Flight training is conducted at one of three locations in the area: Boeing Field, Tacoma Narrows, or Crest Airpark.

Contact: George Comollo, ext 4336
gcomollo@greenriver.edu

Dept./No.	Course Title	Credits
Avia 110	Airline Operation	5
Avia 111	Private Pilot Ground School	5
Avia 123	Aviation Weather	5
Avia 201	Air Traffic Control 1	5
Avia 206	Helicopter Ground School	3
Avia 208	Airline Dispatch	5
Avia 211	Aerodynamics for Pilots	3
Avia 212	Human Factors for Aviators	2
Avia 213	Aviation History & Careers	5
Avia 214	Airport Management & Operations	5
Avia 216	Instrument Pilot Ground School	5
Avia 218	Commercial Pilot Ground School	5
Avia 231	Private Helicopter, Flight	5
Avia 241	Commercial Helicopter, Flight	5
# Behsc 103 or	Interpersonal Relations or	
Behsc 190 or	Stress Management or	
Bus 166 or	Human Resources & Work Readiness or	
Comm 110	Interpersonal Communication	5
Bus E 100	Fundamentals of Microcomputers	5
# Comm 100 or	Fundamentals of Oral Communication or	
Comm 101	Basic Speech Communication	5
# Engl 110	College Writing	5
# Math	Any Math courses 100 or higher	5
Science	Any physics, chemistry, geology, biology, astronomy course with a lab	5

Suggested Electives:

Avia 177-179 and	Aviation Work Experience 1-3 and	1-13
Coop 171	Work Experience Seminar	1
Geog 260	Introduction to Cartography	5
Natrs 117	Aerial Photography Uses & Ground-Based Mapping	2

Satisfies related instruction requirements.

Professional Technical • Aviation Technology

Aviation Technology– Professional Pilot

Associate in Applied Science Degree 90 Credits

This degree in Professional Pilot, Instrument Pilot and Commercial Pilot requires completion of the relevant FAA certificates (licenses). All ground instruction and supporting courses are available on campus. Because Green River does not own or operate any aircraft, all flight training except for use of flight simulator, is completed at local airports where the flight schools are located. Each pilot certificate requires the passing of a flight physical, a written test, accumulation of a prescribed amount of flight time, and a flight test. The written test may be taken anytime, and actual flight time is not required. The pilot ground school and other supporting courses at Green River prepare students for the written test.

Charges for flight training include a per-hour rate for the aircraft (about \$98 per hour), and per hour rate for the flight instructor when the instructor is on-board, for a combined total of about \$130 per hour. As the student progresses to higher ratings, such as instrument pilot, more expensive aircraft are required for at least part of the flight time. The flight instructor will also charge a fee for pre- and post-flight instruction. Flight costs are in addition to tuition and can be paid to Green River or to the flight school.

Contact: George Comollo, ext 4336
gcomollo@greenriver.edu

Dept./No.	Course Title	Credits
Avia 110	Airline Operation	5
Avia 111	Private Pilot Ground School	5
Avia 123	Aviation Weather	5
Avia 201	Air Traffic Control 1	5
Avia 211	Aerodynamics for Pilots	3
Avia 212	Human Factors for Aviators	2
Avia 213	Aviation History & Careers	5
Avia 214	Airport Management & Operations	5
Avia 216	Instrument Pilot Ground School	5
Avia 218	Commercial Pilot Ground School	5
Avia 230	Private Pilot, Flight	5
Avia 236	Instrument Pilot, Flight	5
Avia 240	Commercial Pilot, Flight	5
# Behsc 103 or Behsc 190 or Bus 166 or Comm 110	Interpersonal Relations or Stress Management or Human Resources & Work Readiness or Interpersonal Communication	5
Bus E 100	Fundamentals of Microcomputers	5
# Comm 100 or Comm 101	Fundamentals of Oral Communication or Basic Speech Communication	5
# Engl 110	College Writing	5
# Math Science	Any Math courses 100 or higher Any physics, chemistry, geology, biology, astronomy course with a lab	5
Suggested Electives:		
Avia 177-179 and Coop 171	Aviation Work Experience 1-3 and Work Experience Seminar	1-13
Avia 208	Airline Dispatch	2
Geog 260	Introduction to Cartography	5
Natrs 117	Aerial Photography Uses & Ground-Based Mapping	2

Satisfies related instruction requirements.

Aviation Technology– Basic Aviation Knowledge

Certificate of Proficiency 10 Credits

The program will prepare an individual with no background in aviation for the FAA Private Pilot written exam.

Contact: George Comollo, ext 4336
gcomollo@greenriver.edu

Dept./No.	Course Title	Credits
First Quarter:		
Avia 111	Private Pilot Ground School	5
Avia 123	Aviation Weather	5

Aviation Technology– Intermediate Aviation Knowledge

Certificate of Proficiency 15 Credits

The program will prepare an individual with only the Private Pilot background in aviation for the FAA Instrument Pilot written exam.

Contact: George Comollo, ext 4336
gcomollo@greenriver.edu

Dept./No.	Course Title	Credits
First Quarter:		
Avia 111	Private Pilot Ground School	5
Avia 123	Aviation Weather	5
Avia 216	Instrument Pilot Ground School	5

Aviation Technology– Advanced Aviation Knowledge

Certificate of Proficiency 20 Credits

The program will prepare an individual with a Private Pilot and Instrument Rating Background for the FAA Commercial Pilot written exam.

Contact: George Comollo, ext 4336
gcomollo@greenriver.edu

Dept./No.	Course Title	Credits
First Quarter:		
Avia 111	Private Pilot Ground School	5
Avia 123	Aviation Weather	5
Avia 216	Instrument Pilot Ground School	5
Second Quarter:		
Avia 218	Commercial Pilot Ground School	5

Professional Technical • Aviation Technology

Aviation Technology– Aircraft Dispatcher

Certificate of Proficiency 41-43 Credits

The program will prepare students with no background in aviation for the FAA Aircraft Dispatcher practical examination. This examination must be taken within 90 days of graduation.

Entrance Requirements:

1. Math scores of 86-100 on the numerical skill portion of the COMPASS or eligible for Math 072.
2. College level reading competency as measured by COMPASS reading assessment or eligible for READ 104.
3. Recommended keyboarding/typing skill of 30 wpm. Keyboarding/typing skills may be demonstrated by passing a 3-minute typing test at 30 wpm with 5 errors or less using the proper touch typing technique administered by the Business Education department.

Contact: George Comollo, ext 4336
gcomollo@greenriver.edu

Dept./No.	Course Title	Credits
First Quarter:		
Avia 110	Airline Operation	5
Avia 111	Private Pilot Ground School	5
Avia 123	Aviation Weather	5
Second Quarter:		
Avia 201	Air Traffic Control 1	5
Avia 216	Instrument Pilot Ground School	5
Bus E 100 or Bus E 111	Fundamentals of Microcomputers or Personal Computing	3-5
Third Quarter:		
Avia 208	Airline Dispatch	5
Avia 209	International Flight Planning & ETOPS	5
Elective	Any course 100 or above	3

Aviation Technology– Airline Dispatcher Completion

Certificate of Proficiency 20-25 Credits

The program will prepare an individual with no background in aviation for the FAA Airline Dispatcher practical examination. This examination must be taken within 90 days of graduation.

Contact: George Comollo, ext 4336
gcomollo@greenriver.edu

Dept./No.	Course Title	Credits
First Quarter:		
Avia 111	Private Pilot Ground School (if necessary)	0-5
Avia 123	Aviation Weather	5
Avia 216	Instrument Pilot Ground School	5
Second Quarter:		
Avia 201	Air Traffic Control 1	5
Avia 208	Airline Dispatch	5

Aviation Technology– Advanced Air Traffic Control

Certificate of Proficiency 25 Credits

The program will prepare an individual with no background in aviation for the FAA admission test into the Air Traffic Control System.

Contact: George Comollo, ext 4336
gcomollo@greenriver.edu

Dept./No.	Course Title	Credits
First Quarter:		
Avia 111	Private Pilot Ground School	5
Avia 123	Aviation Weather	5
Avia 216	Instrument Pilot Ground School	5
Second Quarter:		
Avia 201	Air Traffic Control 1	5
Avia 202	Air Traffic Control 2	5

Aviation Technology– International Flight Planning

Certificate of Proficiency 25-30 Credits

The program will prepare an individual with only an Aircraft Dispatcher's license to be knowledgeable in international operations and ETOPS procedures.

Contact: George Comollo, ext 4336
gcomollo@greenriver.edu

Dept./No.	Course Title	Credits
First Quarter:		
Avia 111	Private Pilot Ground School (if necessary)	0-5
Avia 123	Aviation Weather	5
Avia 216	Instrument Pilot Ground School	5
Second Quarter:		
Avia 201	Air Traffic Control 1	5
Avia 208	Airline Dispatch	5
Avia 209	International Flight Planning & ETOPS	5

Professional Technical • Business Applications Specialist

Business Applications Specialist

Associate in Applied Arts Degree 91-96 Credits

The Business Applications Specialist degree provides students an opportunity to develop essential business skills in their area of interest as well as a comprehensive general education. Placement in courses depends on the student's prior education and experience. Students in this program must complete all required Bus E classes with a grade of 2.0 or higher. Students may enter this program at the beginning of any quarter. This program meets the college's related instruction requirements for the Associate in Applied Arts degree.

Contacts: Bud Shafer, ext 4320 Lea Ann Simpson, ext. 4393
bshafer@greenriver.edu lsimpson@greenriver.edu

Dept./No.	Course Title	Credits
Lifetime Fitness/Wellness/Activity	Any courses under the AA degree Lifetime Fitness/Wellness/Activity Area on page 50	1+
Bus E 100	Fundamentals of Microcomputers	5
* Bus E 101	Beginning Typing/Keyboarding	5
* Bus E 102	Intermediate Keyboarding	5
# Bus E 110	Business Math Applications	5
Bus E 112	Beginning Word	5
# Bus E 130	Business Correspondence	5
Bus E 132	Business Communication Applications	5
Bus E 140	Records Management	5
Bus E 150	Introduction to Windows	5
Bus E 162	Introduction to Excel	5
Bus E 184	Internet & Basic Web Design	5
Bus E 185	Introduction to Microsoft Access	5
Bus E 214	Introduction to Information Security	5
Bus E 216	Computer Support Internship 1	5
Bus E 218	Basic Office PC Support	5
# Bus E 250	Office Administration	5
Bus E 266	Inside Microsoft Office	5
# Comm 100 or Comm 101 or Comm 110 or Comm 234	Fundamentals of Oral Communication or Basic Speech Communication or Interpersonal Communication or Small Group Leadership & Discussion	5
Reading	Eligible for Read 104 (as determined by the Appropriate COMPASS placement score) or completion of Read 094	0-5

To enhance the student's preparation for future employment, we recommend the following:

B A 101 or Bus 164	Business, Government & Society or Business Principles	5
Behsc 190	Stress Management	5
Bus 166	Human Resources & Work Readiness	5
Bus E 090 or B A 110 or B A 210	Office Accounting or Practical Financial Accounting or Financial Accounting 1	5
Bus E 103	Advanced Keyboarding	5
Bus E 107 and/or Bus E 108	Typing Speed & Accuracy 1 and/or Typing Speed & Accuracy 2	4-8
Bus E 111	Personal Computing	3
° Bus E 115	Professional Image Building	1
Bus E 119 or Bus E 119.1-119.7	MOS Core & Expert Certificate Preparation or Prep Tests: Microsoft Access, Excel, PowerPoint or Word	1-7
Bus E 132	Business Communication Applications	5
Bus E 163	Advanced Excel	5

Bus E 170.1 or Bus E 170.2 or Bus E 170.3	Beginning Keyboarding: Alphabetic Keys or Keyboarding: Mastering 10-Key & Symbols or Keyboarding: Speed & Accuracy-Skill Building	1
Bus E 171.1 or Bus E 171.2 or Bus E 171.3	PowerPoint Basics or Customize & Integrate PowerPoint Presentations or Enhance & Automate PowerPoint Presentations	1
Bus E 173.1 or Bus E 173.2 or Bus E 173.3 or Bus E 173.4 or Bus E 173.5	Word: Create, Edit & Format Documents or Word: Formatting Publications or Word: Mail Merges or Word: Formatting Reports or Word: Creating Forms, Macros & Styles	1
Bus E 174.1 or Bus E 174.2 or Bus E 174.3 or Bus E 174.4 or Bus E 174.5	Excel Basics or Excel Formulas & Functions or Excel as a Database or Excel: Charting & Macros or Excel: Integrating with Microsoft Applications	1
Bus E 175	Instructor Assistant	1-5
Bus E 176.1 or Bus E 176.2 or Bus E 176.3 or Bus E 176.4	Access: Create & Modify a Database or Access: Use Queries to Retrieve Data or Access: Create & Modify Forms or Access: Create & Modify Reports	1
† Bus E 177-179 and Coop 171	Business Education Work Experience and Work Experience Seminar	2-10 1
Bus E 217	Computer Support Internship 2	5
Bus E 219	Basic Networking Concepts	5
Bus E 255	Advanced Word	5
Psych 100	General Psychology	5
Soc 110	Survey of Sociology	5

* Credit by advanced placement may be granted in typing/keyboarding after departmental review of prior training.

† Students may earn up to 10 credits through Cooperative Education classes.

Satisfies related instruction requirement.

° Qualifies as AAA and AA-DTA activity credit.

Note: Students may choose the advanced business applications course as an alternative to the introductory application course requirement such as Bus E 255 in place of Bus E 112.



Professional Technical • Business Applications Specialist • Business Applications for Small Business

Business Applications Specialist

Certificate 75-80 Credits

This certificate program provides students an opportunity to develop essential business skills. These credits can be applied to any Business Education degree program. Students in this program must complete all required Bus E classes with a grade of 2.0 or higher.

Contacts: Bud Shafer, ext 4320 Lea Ann Simpson, ext. 4393
bshafer@greenriver.edu lsimpson@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 100	Fundamentals of Microcomputers	5
* Bus E 102	Intermediate Keyboarding	5
# Bus E 110	Business Math Applications	5
Bus E 112	Beginning Word	5
#* Bus E 130	Business Correspondence	5
Bus E 140	Records Management	5
Bus E 150	Introduction to Windows	5
Bus E 162	Introduction to Excel	5
Bus E 184	Internet & Basic Web Design	5
Bus E 185	Introduction to Microsoft Access	5
Bus E 216	Computer Support Internship 1	5
Bus E 218	Basic Office PC Support	5
# Bus E 250	Office Administration	5
Bus E 266	Inside Microsoft Office	5
# Comm 100 or	Fundamentals of Oral Communication or	
Comm 101 or	Basic Speech Communication or	
Comm 110 or	Interpersonal Communication or	
Comm 234	Small Group Leadership & Leadership	5
Reading	Eligible for Read 104 (as determined by the appropriate COMPASS test score) or completion of Read 094	0-5

To enhance the student's preparation for future employment, the following electives are recommended:

Art 109	Beginning Design	5
B A 101 or	Business, Government & Society or	
Bus 164	Business Principles	5
Bus 166	Human Resources & Work Readiness	5
Bus E 090 or	Office Accounting or	
B A 110 or	Practical Financial Accounting or	
B A 210	Financial Accounting 1	5
Bus E 101	Beginning Typing/Keyboarding	5
Bus E 103	Advanced Keyboarding	5
Bus E 107 and/or	Typing Speed & Accuracy 1 and/or	
Bus E 108	Typing Speed & Accuracy 2	4-8
Bus E 111	Personal Computing	3
° Bus E 115	Professional Image Building	1
Bus E 119 or	MOS Core & Expert Certification Preparation or	
Bus E 119.1-119.7	Prep Tests: Microsoft Access, Excel, PowerPoint or Word	1-7
Bus E 132	Business Communication Applications	5
Bus E 163	Advanced Excel	5
Bus E 170.1 or	Beginning Keyboarding: Alphabetic Keys or	
Bus E 170.2 or	Keyboarding: Mastering 10-Key & Symbols or	
Bus E 170.3	Keyboarding: Speed & Accuracy-Skill Building	1
Bus E 171.1 or	PowerPoint Basics or	
Bus E 171.2 or	Customize & Integrate PowerPoint Presentations or	
Bus E 171.3	Enhance & Automate PowerPoint Presentations	1

Bus E 173.1 or	Word: Create, Edit & Format Documents or	
Bus E 173.2 or	Word: Formatting Publications or	
Bus E 173.3 or	Word: Mail Merges or	
Bus E 173.4 or	Word: Formatting Reports or	
Bus E 173.5	Word: Creating Forms, Macros & Styles	1
Bus E 174.1 or	Excel Basics or	
Bus E 174.2 or	Excel Formulas & Functions or	
Bus E 174.3 or	Excel as a Database or	
Bus E 174.4 or	Excel: Charting & Macros or	
Bus E 174.5	Excel: Integrating with Microsoft Applications	1
Bus E 175	Instructor Assistant	1-5
Bus E 176.1 or	Access: Create & Modify a Database or	
Bus E 176.2 or	Access: Use Queries to Retrieve Data or	
Bus E 176.3 or	Access: Create & Modify Forms or	
Bus E 176.4	Access: Create & Modify Reports	1
Bus E 177 and	Business Education Work Experience and	3-5
Coop 171	Work Experience Seminar	1
Bus E 214	Introduction to Information in Security	5
Bus E 217	Computer Support Internship 2	5
Bus E 219	Basic Networking Concepts	5
Bus E 255	Advanced Word	5

* Credit by advanced placement may be granted in typing/keyboarding after departmental review of prior training.

† Students may earn up to 10 credits through Cooperative Education classes.

Satisfies related instruction requirements.

° Qualifies as AAA and AA-DTA activity credit

Note: Students may choose the advanced business applications course as an alternative to the introductory application course requirement such as Bus E 255 in place of Bus E 112.

Business Applications for Small Business

Certificate of Proficiency 40 Credits

This certificate program provides students an opportunity to develop essential business skills. Earning this certificate will provide the student educational background and skills to be involved in a small business focusing on current business applications. Students must complete all required Bus E classes with a grade of 2.0 or higher.

Contacts: Bud Shafer, ext 4320 Lea Ann Simpson, ext. 4393
bshafer@greenriver.edu lsimpson@greenriver.edu

Dept./No.	Course Title	Credits
Required Classes		
B A 110	Practical Financial Accounting	5
Bus 164	Business Principles	5
Bus E 101	Beginning Typing/Keyboarding	5
Bus E 130	Business Correspondence	5
Bus E 132	Business Communication Applications	5
Bus E 162	Introduction to Excel	5
Bus E 266	Inside Microsoft Office	5
Electives: Select one from the following courses to total 40 credits:		
B A 111	Practical Financial Accounting 2	5
Bus E 110	Business Math Applications	5
Bus E 112	Beginning Word	5
Bus E 140	Records Management	5
Bus E 150	Introduction to Windows	5
Bus E 163	Advanced Excel	5

Professional Technical • Business Applications for Small Business • Distance Education Preparation • Business, Sales and Supervision

Bus E 184	Internet & Basic Web Design	5
Bus E 185	Introduction to Microsoft Access	5
Bus E 214	Introduction to Information Security	5
Bus E 216	Computer Support Internship 1	5

Distance Education Preparation**Certificate of Proficiency
15 Credits**

Students must complete all required Bus E classes with a grade of 2.0 or higher.

Contact: Bud Shafer, ext. 4320
bshafer@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 100	Fundamentals of Microcomputers	5
Bus E 118	Basics for Online Education	5
Bus E 184	Internet & Basic Web Design	5

Business, Sales and Supervision**Associate in Applied Arts Degree
93-98 Credits**

This program permits the student maximum flexibility in designing his/her own personalized two-year program of study in Business. The student may specialize in a specific area of Business such as supervision, marketing and sales, or select courses which provide a general exposure to several different areas of business, which will include accounting and computer related skills.

Students who are considering a four-year transfer program will also benefit from this business program. Some classes are eligible for a transfer degree program. It is recommended that students consult with a Business advisor or an educational planner regarding the selection of classes that meet their needs.

All of our Business students in this Associate in Applied Arts program are required to complete a job shadow or internship with a local Business. This was established to provide students with an opportunity to gain industry experience as well as provide students an opportunity to establish a network of employment opportunities prior to graduation. Students will be provided assistance with obtaining their supervised work experience site through our Career Development Center.

Contact: Bill Jackson, ext. 4373
bjackson@greenriver.edu

Dept./No.	Course Title	Credits
Reading	Eligible for Read 104 or completion of Read 094	0-5
* Keyboarding	30 wpm (test administered by Bus. Ed. Dept.)	5
Bus 164	Business Principles	5
B A 110 or	Practical Financial Accounting or	
B A 210	Financial Accounting 1	5
# B A 145	Business Computation	5
Bus 103	Business Leadership	5
Bus 121	Marketing Fundamentals	5

Bus 159	Professional Selling	5
# Bus 166	Human Resources & Work Readiness	5
Bus 173	Basic Money Management	5
Bus 175	Supervised Work Experience Seminar	1
Bus 177	Supervised Work Experience	2
Bus 181	Introduction to International Business	5
Bus 202	Supervision/Management of the Workforce	5
Bus 257	Customer Service Strategies	5
Bus 258	Human Resource Management	5
Bus E 100	Fundamentals of Microcomputers	5
# Bus E 130 or	Business Correspondence or	
Engl 110	College Writing	5
Bus E 162	Introduction to Excel	5
# Comm 101	Basic Speech Communication	5

Students must choose 5 to 10 or more credits from the following electives. Students wishing to obtain an additional specialized certificate should seek advising assistance.

B A 200 or	Introduction to Law & Commerce or	
B A 205	Business Law	5
Bus E	Any Bus Ed Class	5
Bus E 184	Internet & Basic Web Design	5
Econ 100 or	Economic Principles & Applications or	
Econ 200	Macroeconomics	5

Satisfies related instruction requirements.

* Keyboarding/typing skills may be demonstrated by passing a 3-minute typing test at 30 wpm with 5 or less errors using the proper typing techniques administered by the Business Education Department.

Sales and Supervision**Certificate
50 Credits**

This certificate program provides students an opportunity to develop skills that can lead to an entry level supervisory position in service related industries. Students will be exposed to concepts in sales and communication, working in areas that focus on enhancing their ability to be effective team members in the workforce. Additionally, students will train in the areas of supervision and human resource management, focusing on how to increase employee productivity.

Contact: Bill Jackson, ext. 4373
bjackson@greenriver.edu

Dept./No.	Course Title	Credits
# B A 145	Business Computation	5
Bus 121	Marketing Fundamentals	5
Bus 159	Professional Selling	5
Bus 164	Business Principles	5
# Bus 166	Human Relations & Work Readiness	5
Bus 202	Supervision/Management of the Workforce	5
Bus 257	Customer Service Strategies	5
Bus 258	Human Resources Management	5
# Bus E 130 or	Business Correspondence or	
Engl 110	College Writing	5
# Comm 101	Basic Speech Communication	5

Satisfies related instruction requirement.

Professional Technical • Sales and Customer Service • Carpentry Technology

Sales and Customer Service**Certificate of Proficiency
28 Credits**

This certificate provides students with the information and training in service oriented strategies consumers and business organizations. Classes in sales and marketing focus on understanding the behavior and decision making process of customers. The customer service strategies and human relations classes focus on the practical application of theories that are used to determine the needs and wants of consumers and business organizations.

Contact: Bill Jackson, ext. 4373
bjackson@greenriver.edu

Dept./No.	Course Title	Credits
Bus 121	Marketing Fundamentals	5
Bus 159	Professional Selling	5
Bus 164	Business Principles	5
Bus 175	Supervised Work Experience Seminar	1
Bus 177	Supervised Work Experience	2
Bus 257	Customer Service Strategies	5
Comm 101	Basic Speech Communication	5

**Carpentry Technology–
Residential & Light Commercial****Associate in Applied Science Degree
91-96 Credits**

The Residential and Light Commercial Carpentry program prepares individuals to become successfully employed in the field of construction. Students can also apply these skills to a variety of jobs within the residential construction field. Students can choose to earn a variety of certificates related to residential carpentry, or can earn an AAS degree in Residential and Light Commercial Carpentry. After completion of the certificates or the degree, students can readily find employment as a carpenter helper for either general or specialty contractors. Generally after a period of time, most students find themselves in jobs such as: lead carpenters, general contractors, specialty contractors, supervisors, vendor representatives, designers, retail sales specialists, building inspectors, or other construction-related employment such as construction management positions.

Note: Students whose primary language is not English must have successfully completed ESOL Level 3 prior to enrolling in the Carpentry Technology Program

Additional Note: Students are required to show proof of medical insurance for all Carpentry classes with the exception of Carp 144 and 148.

Contacts: Glen Martin, ext. 4208 Paul Mueller, ext. 2635
gmartin@greenriver.edu pmueller@greenriver.edu

Dept./No.	Course Title	Credits
* Carp 101.1	Residential & Light Commercial Carpentry	13
Carp 101.2	Carpentry Seminar 1	3
* Carp 102.1	Residential & Light Commercial Carpentry	13
Carp 102.2	Carpentry Seminar 2	3
* Carp 103.1	Residential & Light Commercial Carpentry	13
Carp 103.2	Carpentry Seminar 3	3
Carp 144	Residential Blueprint Reading	3
Carp 145	Stair Design & Construction	4
Carp 146	Basic Cabinet Construction	4
Carp 147	Residential Remodeling Practices	6
Carp 148	Material Estimating	4
Carp 149	Roof Cutting & Assembly	4
Carp 151	Understanding Building Codes	3

Related AAS Degree Requirements

# Human Relations	5 credits of Human Relations listed in the Related Instruction Requirements listed on page 79	5
# Oral Communication	5 credits of Oral Communications listed in the Related Instruction Requirements listed on page 79	5
# Written	5 credits of Written Communications listed in the Communication Related Instruction Requirements listed on page 79	5
# Computation	ACOMP 100T, Computation for the Trades or Completion of Math 062 or Eligible for Math 070	0-5

* One credit of Leadership embedded within this course.

Bold face course offered days only. Regular font courses offered nights only

Satisfies related instruction requirements.

Most General Education courses have prerequisites. Please work with Carpentry advisor for selecting which courses will meet program requirements and scheduling constraints.

**Carpentry Technology–
Residential & Light Commercial****Certificate of Proficiency
42 Credits**

This certificate program offers students carpentry skills and knowledge related to the entire spectrum of residential as well as parts of light commercial construction. Completion can lead to employment with either general or specialty contractors whose focus is on residential or light commercial building. Students will develop a wide range of skills and knowledge in the carpentry trade ranging from foundations to interior trim.

Contacts: Glen Martin, ext. 4208 Paul Mueller, ext. 2635
gmartin@greenriver.edu pmueller@greenriver.edu

Dept./No.	Course Title	Credits
Carp 101.1	Residential & Light Commercial Carpentry	13
Carp 101.2	Carpentry Seminar 1	3
Carp 102.1	Residential & Light Commercial Carpentry	13
Carp 103.1	Residential & Light Commercial Carpentry	13

Professional Technical • Carpentry Technology**Carpentry Technology–
Residential Light & Commercial Framing 1****Certificate of Proficiency
16 Credits**

This certificate program offers students the basic skills and knowledge required to find employment with specialty or general contractors whose focus is residential and/or light commercial framing, i.e., floors, walls, truss roofs, light gauge metal, etc. Students will develop basic skills in blueprint reading, layout skills, assembly and erection of floors, walls and truss roof systems, WISHA/OSHA safety regulations, and code requirements related to framing. In addition, students will learn portable power tool usage designed specifically to frame structures, framing material knowledge, and specifications.

Contacts: Glen Martin, ext. 4208 Paul Mueller, ext. 2635
gmartin@greenriver.edu pmueller@greenriver.edu

Dept./No.	Course Title	Credits
* Carp 102.1	Residential & Light Commercial Carpentry	13
* Carp 102.2	Carpentry Seminar 2	3

* Must complete sections I and II in student manual.

**Carpentry Technology–
Residential Light & Commercial Framing 2****Certificate of Proficiency
24 Credits**

This certificate program offers students the additional skills and knowledge required for advancement with specialty or general contractors whose focus is residential and/or light commercial framing, i.e., floors, walls, truss roofs, light gauge metal, etc. Students will develop basic skills in two areas specific to framing: straight run stairs and turn stairs, and basic circular stairs and knowledge of all the Uniform Building Code requirements that govern stairs; calculating, cutting, and assembly of “stick framed” roof systems (ceiling joist and common, hip, valley, and jack rafters).

Contacts: Glen Martin, ext. 4208 Paul Mueller, ext. 2635
gmartin@greenriver.edu pmueller@greenriver.edu

Dept./No.	Course Title	Credits
* Carp 102.1	Residential & Light Commercial Carpentry	13
* Carp 102.2	Carpentry Seminar 2	3
Carp 145	Stair Design & Construction	4
Carp 149	Rafter Cutting & Assembly	4

* Must complete sections I and II in student manual.

**Carpentry Technology–
Residential Concrete Forming &
Placement****Certificate of Proficiency
16 Credits**

This certificate program offers students the basic skills and knowledge required to find employment with specialty or general contractors whose focus is residential foundations or concrete flatwork (driveways, sidewalks, etc.). Primarily, the focus is on locating and forming residential foundations that are square, level, and plumb, and per specifications. In addition, students will learn portable power tool usage related to foundation work as well as how to calculate, order, and place concrete.

Contacts: Glen Martin, ext. 4208 Paul Mueller, ext. 2635
gmartin@greenriver.edu pmueller@greenriver.edu

Dept./No.	Course Title	Credits
Carp 101.1	Residential & Light Commercial Carpentry	13
Carp 101.2	Carpentry Seminar 1	3

**Carpentry Technology–
Residential Exterior Finish Level 1****Certificate of Proficiency
9 Credits**

This certificate program offers students the basic skills and knowledge required to find employment with specialty or general contractors whose focus is exterior finish. Students will develop skills in applying various types of roof covering and materials, various types of siding and related trim pieces, and basic deck construction. In addition, students will learn portable power tool usage designed specifically for exterior trim, as well as exterior material knowledge and specifications.

Contacts: Glen Martin, ext. 4208 Paul Mueller, ext. 2635
gmartin@greenriver.edu pmueller@greenriver.edu

Dept./No.	Course Title	Credits
Carp 103.1	Residential & Light Commercial Carpentry	9

Professional Technical • Carpentry Technology • Computer Reporting Technologies

Carpentry Technology— Residential Interior Finish Level 1

Certificate of Proficiency 16 Credits

This certificate program offers students the basic skills and knowledge required to find employment with specialty or general contractors whose focus is interior finishing. Students will develop basic skills in drywall installation and finishing interior doors, installing running and standing trim, installing various interior accessories, and basic cabinet installation. In addition, students will learn portable power tool usage designed specifically for interior trim, interior material knowledge, and specifications.

Contacts: Glen Martin, ext. 4208 Paul Mueller, ext. 2635
gmartin@greenriver.edu pmueller@greenriver.edu

Dept./No.	Course Title	Credits
Carp 103.1	Residential & Light Commercial Carpentry	13
Carp 103.2	Carpentry Seminar 3	3

Carpentry Technology— Residential Interior Finish Level 2

Certificate of Proficiency 26 Credits

This certificate program offers students the additional skills and knowledge that can lead to advancement when working for specialty or general contractors whose focus is interior finishing. Students will develop skills in cabinet construction, advanced cabinet installation techniques, countertop construction and installation (laminated and basic solid surface products), kitchen/bath design, and material estimating.

Contacts: Glen Martin, ext. 4208 Paul Mueller, ext. 2635
gmartin@greenriver.edu pmueller@greenriver.edu

Dept./No.	Course Title	Credits
Carp 103.1	Residential & Light Commercial Carpentry	13
Carp 103.2	Carpentry Seminar 3	3
Carp 146	Basic Cabinet Construction	4
Carp 147	Kitchen Design & Remodel	6

Carpentry Technology— Intermediate Construction Management Skills

Certificate of Proficiency 36 Credits

This certificate program offers students the further skills needed to manage their own construction company, or be employed to manage a mid-size construction company.

This certificate does not qualify for federal financial aid or VA funding.

Contacts: Glen Martin, ext. 4208 Paul Mueller, ext. 2635
gmartin@greenriver.edu pmueller@greenriver.edu

Dept./No.	Course Title	Credits
B A 101	Business, Government & Society	5
Bus E 163	Advanced Excel	5
Bus E 255	Advanced Word	5
Carp 144	Residential Blueprint Reading	3
Carp 148	Material Estimating	4
D T 110	Introduction to AutoCAD	4
D T 125	Civil Drafting 1	5
D T 141	Architectural Drafting 1	5

Computer Reporting Technologies— Captioning – Sequence A

Associate in Applied Arts Degree 116-197 Credits

Realtime captioning is done by specially trained court reporters called “stenocaptioners.” The stenocaptioner utilizes a steno machine to provide captions of live television programs and other forms of media for hearing-impaired viewers through realtime technology that instantly produces readable English text. Broadcast captioners work for local stations and for national networks captioning news, emergency broadcasts, sporting events, and other programming.

Another facet of the captioning process is called Communication Access Realtime Translation (CART). This area allows stenocaptioners to provide more personalized services for hearing impaired people. Most hearing-impaired people lose their hearing postlingually—after acquiring reading and speaking skills—and many of them do not become as proficient with a sign language as they are at reading text. CART reporters may accompany deaf or hearing-impaired clients as needed to classes, meetings, conferences, doctor appointments, church services, etc., to provide instant conversion of speech into text using the steno machine linked to a laptop computer.

Postproduction captioning is the process by which the script text is placed onto a video in order that a hearing-impaired individual can view the tape and read the audio portion that would otherwise be missed. Postproduction captioning utilizes additional hardware for synchronizing the visible text to the timing of the audio and then recording or “burning” the text onto another videotape to create a captioned version of the original.

The Green River Computer Reporting Technologies program is approved by the National Court Reporters Association. All students entering the program must be high school graduates or have earned a GED certificate.

Upon completion of the required classes, students qualify for the Associate in Applied Arts degree in Captioning. They must have completed a minimum of 40 hours of internship encompassing both realtime and postproduction captioning.

In addition to the course work, there are recommended state and/or national examinations that a student should pass to become a captioner or CART provider.

Contacts: Lori Rapozo, ext. 4219 Sidney Weldele-Wallace, ext. 4705
lrapozo@greenriver.edu sweldele@greenriver.edu

Dept./No.	Course Title	Credits
# B A 145 or Bus E 110 or Math 072	Business Computation or Business Math Applications or Eligible for Math 072	0-5
Bus E 107 or Bus E 108 or * Typing test	Typing Speed & Accuracy 1 or Typing Speed & Accuracy 2 or 60 wpm with fewer than 5 errors	0-4

Professional Technical • Computer Reporting Technologies

Bus E 109	Legal Terminology	3	
# Bus E 130 or	Business Correspondence or		
Engl 102 or	Practical College Writing or		
Engl 110	College Writing	5	
# Comm 100 or	Fundamentals of Oral Communication or		
Comm 101	Basic Speech Communication	5	
Engl 090 or	Spelling Improvement or		
Spelling Test	Spelling pre-test score of 90% or above	0-3	
Crpt 080	Machine Shorthand Lab	0-1	
Crpt 100.1	Machine Shorthand Theory 1	5	
Crpt 100.2	Machine Shorthand Theory 2	5	
Crpt 101.1	Machine Shorthand Theory 3	5	
Crpt 101.2	Machine Shorthand – 60 wpm	5	
Crpt 102	Machine Shorthand – 80 wpm	8-12	
Crpt 133	Machine Shorthand – 100 wpm	8-16	
Crpt 134	Machine Shorthand – 120 wpm	8-16	
Crpt 135	Machine Shorthand – 140 wpm	8-16	
Crpt 136	Machine Shorthand – 160 wpm	8-16	
# Crpt 153	Court Reporting Procedures 1	5	
Crpt 201	Machine Shorthand – 180 wpm	8-16	
Crpt 202	Machine Shorthand – 200 wpm	8-16	
Crpt 203	Machine Shorthand – 225 wpm	8-16	
Crpt 250	Computer-Aided Transcription	3	
Crpt 251	Introduction to Captioning/Alternative Careers	3	
Crpt 252 and	Captioning Internship 1 and	(4)	
Crpt 253 and	Captioning Internship 2 and	(4)	
Crpt 254 or	Captioning Internship 3 or	(4)	
Crpt 177-179 and	Court Reporting/Captioning Work Experience and	(12)	
Coop 171	Work Experience Seminar	(1)	4-12
Edec 220	Introduction to Sign Language 1	2	
Engl 108	Medical Terminology	2	

To enhance the student's preparation for future employment, the following are recommended:

B A 110	Practical Financial Accounting	5	
B A 205	Business Law	5	
Bus 103	Business Leadership	5	
Bus E 184	Internet & Basic Web Design	5	
Bus E 266	Inside Microsoft Office	5	
Edec 221	Sign Language 2	2	
Engl 106	Vocabulary Mastery	5	
Lib 101	Searching Electronic Databases	2	
Lib 102	Searching the Web	1	

Additional Suggested Electives: Electives might not be eligible for financial aid or veteran's benefits. (See your financial aid advisor.)

Bus E 100	Fundamentals of Microcomputers	5	
Bus E 100.1	Microcomputer Fundamentals: Internet	2	
Bus E 100.2	Microcomputer Fundamentals: Word	2	
Bus E 112	Beginning Word	5	
Bus E 255	Advanced Word	5	
Phil 112	Ethics in the Workplace	5	

Satisfies related instruction requirements.

* Keyboarding/typing skills may be demonstrated by passing two 5-minute typing tests at 60 wpm with 5 or less errors using the proper typing techniques administered by the Business Education Department.

Computer Reporting Technologies— Captioning – Sequence B

Associate in Applied Arts Degree
90-137 Credits

Contacts: Lori Rapozo, ext. 4219 Sidney Weldele-Wallace, ext. 4705
lrapozo@greenriver.edu sweldele@greenriver.edu

Dept./No.	Course Title		Credits
# B A 145 or	Business Computation or		
Bus E 110 or	Business Math Applications or		
Math 072	Eligible for Math 072		0-5
Bus E 107 or	Typing Speed & Accuracy 1 or		
Bus E 108 or	Typing Speed & Accuracy 2 or		
* Typing test	60 wpm with fewer than 5 errors		0-4
Bus E 109	Legal Terminology		3
# Bus E 130 or	Business Correspondence or		
Engl 102 or	Practical College Writing or		
Engl 110	College Writing		5
# Comm 100 or	Fundamentals of Oral Communication or		
Comm 101	Basic Speech Communication		5
Engl 090 or	Spelling Improvement or		
Spelling Test	Spelling pre-test score of 90% or above		0-3
Crpt 080	Machine Shorthand Lab		0-1
Crpt 090	Machine Shorthand Theory		3-4
Crpt 091	Machine Shorthand Advanced Theory		3-4
Crpt 092	Machine Shorthand – 40 wpm		3-4
Crpt 093	Machine Shorthand – 60 wpm		3-4
Crpt 094	Machine Shorthand – 80 wpm		5-6
Crpt 095	Machine Shorthand – 100 wpm		5-6
Crpt 096	Machine Shorthand – 120 wpm		5-6
Crpt 097	Machine Shorthand – 140 wpm		5-6
Crpt 098	Machine Shorthand – 160 wpm		5-6
Crpt 099	Machine Shorthand – 180 wpm		5-6
# Crpt 153	Court Reporting Procedures		5
Crpt 202	Machine Shorthand – 200 wpm		8-16
Crpt 203	Machine Shorthand – 225 wpm		8-16
Crpt 250	Computer-Aided Transcription		3
Crpt 251	Introduction to Captioning/Alternative Careers		3
Crpt 252 and	Captioning Internship 1 and	(4)	
Crpt 253 and	Captioning Internship 2 and	(4)	
Crpt 254 or	Captioning Internship 3 or	(4)	
Crpt 177-179 and	Court Reporting/Captioning Work Experience and	(12)	
Coop 171	Work Experience Seminar	(1)	4-12
Edec 220	Introduction to Sign Language 1		2
Engl 108	Medical Terminology		2

To enhance the student's preparation for future employment, the following are recommended:

B A 110	Practical Financial Accounting	5	
B A 205	Business Law	5	
Bus 103	Business Leadership	5	
Bus E 184	Internet & Basic Web Design	5	
Bus E 266	Inside Microsoft Office	5	
Edec 221	Sign Language 2	2	
Engl 106	Vocabulary Mastery	5	
Lib 101	Searching Electronic Databases	2	
Lib 102	Searching the Web	1	

Additional Suggested Electives: Electives might not be eligible for financial aid or veteran's benefits. (See your financial aid advisor.)

Bus E 100	Fundamentals of Microcomputers	5	
Bus E 100.1	Microcomputer Fundamentals: Internet	2	
Bus E 100.2	Microcomputer Fundamentals: Word	2	
Bus E 112	Beginning Word	5	
Bus E 255	Advanced Word	5	
Phil 112	Ethics in the Workplace	5	

Satisfies related instruction requirements.

* Keyboarding/typing skills may be demonstrated by passing two 5-minute typing tests at 60 wpm with 5 or less errors using the proper typing techniques administered by the Business Education Department.

Professional Technical • Computer Reporting Technologies

Computer Reporting Technologies– Court Reporting – Sequence A

Associate in Applied Art Degree 138-215 Credits

Court Reporters record the verbatim proceedings of a courtroom, deposition, hearing, arbitration, or meeting and provide an accurate transcript of the proceedings. Students learn how to prepare the transcript with the use of a computer. Additionally, students are trained in realtime writing and captioning for the hearing-impaired and nonhearing community. This skill affords new job opportunities.

Official court reporters record the proceedings in a court or hearing room. Freelance reporters may work in various offices or locations as the job necessitates and may be employed by a reporting firm.

The Green River Court Reporting program is accredited by the National Court Reporters Association. All students entering the Court Reporting program must be high school graduates or have earned a GED certificate.

Upon completion of the required classes, students qualify for the Associate in Applied Arts degree in Court Reporting. They must have completed 60 hours of internship of which 50 hours is actual writing time during internship training; passed three 5-minute tests with 96% accuracy or above on literary at 180 wpm and jury charge at 200 wpm; and passed four 5-minute tests on Q&A (two-voice) at 225 wpm, two with 95% accuracy and two with 96% accuracy or above.

In addition to the course work, there are state and/or national examinations that a student should pass to become a court reporter. Reporters must pass the Washington State Licensing examination in order to be certified to work in the state of Washington.

Contacts: Lori Rapozo, ext. 4219 Sidney Weldele-Wallace, ext. 4705
lrapozo@greenriver.edu sweldele@greenriver.edu

Dept./No.	Course Title	Credits
AP 100	Survey of Human Anatomy-Physiology	5
# B A 145 or	Business Computation or	
Bus E 110 or	Business Math Applications or	
Math	Eligible for Math 072	0-5
B A 205	Business Law	5
Bus E 107 or	Typing Speed & Accuracy 1 or	
Bus E 108 or	Typing Speed & Accuracy 2 or	
* Typing Test	60 wpm with fewer than 5 errors	0-4
Bus E 109	Legal Terminology	3
# Bus E 130 or	Business Correspondence or	
Engl 102 or	Practical College Writing or	
Engl 110	College Writing	5
# Comm 100 or	Fundamentals of Oral Communication or	
Comm 101	Basic Speech Communication	5
Engl 090 or	Spelling Improvement or	
Spelling Test	Spelling pre-test score of 90% or above	0-3
Crpt 080	Machine Shorthand Lab	0-1
Crpt 100.1	Machine Shorthand Theory 1	5
Crpt 100.2	Machine Shorthand Theory 2	5
Crpt 101.1	Machine Shorthand Theory 3	5
Crpt 101.2	Machine Shorthand – 60 wpm	5
Crpt 102	Machine Shorthand – 80 wpm	8-12
Crpt 133	Machine Shorthand – 100 wpm	8-16
Crpt 134	Machine Shorthand – 120 wpm	8-16
Crpt 135	Machine Shorthand – 140 wpm	8-16
Crpt 136	Machine Shorthand – 160 wpm	8-16
# Crpt 153	Court Reporting Procedures 1	5
# Crpt 154	Court Reporting Procedures 2	5

Crpt 177-179 and	Court Reporting/Captioning Work Experience and	2-6
Coop 171	Work Experience Seminar	1
Crpt 201	Machine Shorthand – 180 wpm	8-16
Crpt 202	Machine Shorthand – 200 wpm	8-16
Crpt 203	Machine Shorthand – 225 wpm	8-16
Crpt 250	Computer-Aided Transcription	3
Crpt 251	Introduction to Captioning/Alternative Careers	3
Engl 105	Grammar & Usage	5
Engl 106	Vocabulary Mastery	5
Engl 108	Medical Terminology	2

To enhance the student's preparation for future employment, the following are recommended:

B A 110	Practical Financial Accounting	5
Bus E 184	Internet & Basic Web Design	5
Bus E 266	Inside Microsoft Office	5
Lib 102	Searching the Web	1

Additional Suggested Electives: Electives might not be eligible for financial aid or veteran's benefits. (See your financial aid advisor.)

Bus E 100.1	Microcomputer Fundamentals: Internet	2
Bus E 100.2	Microcomputer Fundamentals: Word	2
Bus E 112	Beginning Word	5
Bus E 140	Records Management	5
Bus E 150	Introduction to Windows	5
Bus E 162	Introduction to Excel	5
Bus E 255	Advanced Word	5
CRJ 100	Introduction to Criminal Justice	5
CRJ 255	Forensics: An Introduction to Criminalistics	5

Satisfies related instruction requirement.

* Keyboarding/typing skills may be demonstrated by passing two 5-minute typing tests at 60 wpm with 5 or less errors using the proper typing techniques administered by the Business Education Department.

Computer Reporting Technologies– Court Reporting – Sequence B

Associate in Applied Art Degree 113-160 Credits

Contacts: Lori Rapozo, ext. 4219 Sidney Weldele-Wallace, ext. 4705
lrapozo@greenriver.edu sweldele@greenriver.edu

Dept./No.	Course Title	Credits
AP 100	Survey of Human Anatomy-Physiology	5
# B A 145 or	Business Computation or	
Bus E 110 or	Business Math Applications or	
Math	Eligible for Math 072	0-5
B A 205	Business Law	5
Bus E 107 or	Typing Speed & Accuracy 1 or	
Bus E 108 or	Typing Speed & Accuracy 2 or	
* Typing Test	60 wpm with fewer than 5 errors	0-4
Bus E 109	Legal Terminology	3
# Bus E 130 or	Business Correspondence or	
Engl 102 or	Practical College Writing or	
Engl 110	College Writing	5
# Comm 100 or	Fundamentals of Oral Communication or	
Comm 101	Basic Speech Communication	5
Crpt 080	Machine Shorthand Lab	1-6
Crpt 090	Machine Shorthand Theory	3-4
Crpt 091	Machine Shorthand Advanced Theory	3-4
Crpt 092	Machine Shorthand – 40 wpm	3-4
Crpt 093	Machine Shorthand – 60 wpm	3-4
Crpt 094	Machine Shorthand – 80 wpm	5-6
Crpt 095	Machine Shorthand – 100 wpm	5-6

Professional Technical • Computer Reporting Technologies • Medical Stenoscryptionist • Scoptist/Text Editor

Crpt 096	Machine Shorthand – 120 wpm	5-6
Crpt 097	Machine Shorthand – 140 wpm	5-6
Crpt 098	Machine Shorthand – 160 wpm	5-6
Crpt 099	Machine Shorthand – 180 wpm	5-6
# Crpt 153	Court Reporting Procedures 1	5
# Crpt 154	Court Reporting Procedures 2	5
Crpt 177-179 and	Court Reporting/Captioning Work Experience and	2-6
Coop 171	Work Experience Seminar	1
Crpt 202	Machine Shorthand – 200 wpm	8-16
Crpt 203	Machine Shorthand – 225 wpm	8-16
Crpt 250	Computer-Aided Transcription	3
Crpt 251	Introduction to Captioning/Alternative Careers	3
Engl 090 or	Spelling Improvement or	
Spelling Test	Spelling pre-test score of 90% or above	0-3
Engl 105	Grammar & Usage	5
Engl 106	Vocabulary Mastery	5
Engl 108	Medical Terminology	2

To enhance the student's preparation for future employment, the following are recommended:

B A 110	Practical Financial Accounting	5
Bus E 184	Internet & Basic Web Design	5
Bus E 266	Inside Microsoft Office	5
Lib 102	Searching the Web	1

Suggested Electives: Electives might not be eligible for financial aid or veteran's benefits. (See your financial aid advisor.)

Bus E 100	Fundamentals of Microcomputers	5
Bus E 100.1	Microcomputer Fundamentals: Internet	2
Bus E 100.2	Microcomputer Fundamentals: Word	2
Bus E 112	Beginning Word	5
Bus E 140	Records Management	5
Bus E 150	Introduction to Windows	5
Bus E 162	Introduction to Excel	3
Bus E 255	Advanced Word	5
CRJ 100	Introduction to Criminal Justice	5
CRJ 255	Forensics: An Introduction to Criminalistics	5

Satisfies related instruction requirement.

* Keyboarding/typing skills may be demonstrated by passing two 5-minute typing tests at 60 wpm with 5 or less errors using the proper typing techniques administered by the Business Education Department.

Medical Stenoscryptionist

Certificate of Proficiency 43 Credits

This certificate program prepares students to work with medical professionals preparing medical records and reports using a stenograph machine. The high demand in the field of health care has made medical stenoscryptionist an important aspect of the medical profession. The qualified stenoscryptionist must understand disease processes, anatomy, physiology, and medical terminology, as well as medications and their dosages. An increasing number of medical stenoscryptionists work from home-based offices as subcontractors for hospitals and physicians. These medical language specialists work with prerecorded material rather than a live account from a medical professional. Those who specialize in the health care profession will be highly sought after in the next century.

Contacts: Lori Rapozo, ext. 4219 Sidney Weldele-Wallace, ext. 4705
lrapozo@greenriver.edu sweldele@greenriver.edu

Dept./No.	Course Title	Credits
AP 100 or	Survey of Human Anatomy-Physiology or	
AP 103	Essentials of Human Anatomy-Physiology 1	5
Bus E 122	Medical Machine Transcription	5
Bus E 123	Advanced Medical Machine Transcription	5
Bus E 130 or	Business Correspondence or	
Engl 110	College Writing	5
Crpt 136 or	Machine Shorthand – 160 wpm or	
Crpt 098	Machine Shorthand – 160 wpm	6-16
Crpt 177 and	Court Reporting/Captioning Work Experience and	
Coop 171	Work Experience Seminar	2
Crpt 251	Introduction to Captioning/Alternative Careers	3
Engl 108	Medical Terminology	2

Suggested Electives: Students may choose from the following courses to total 43 credits:

B A 110	Practical Financial Accounting	5
Bus E 110	Business Math Applications	5
Bus E 112	Beginning Word	5
Bus E 124	Medical Transcription Production	5
Bus E 140	Records Management	5
Bus E 145	International Classification of Disease (ICD) Medical Coding	3
Bus E 184	Internet & Basic Web Design	5
Bus E 255	Advanced Word	5
Bus E 266	Inside Microsoft Office	5
Engl 105	Grammar & Usage	5

Scoptist/Text Editor

Certificate of Proficiency 43 Credits

Contacts: Lori Rapozo, ext. 4219 Sidney Weldele-Wallace, ext. 4705
lrapozo@greenriver.edu sweldele@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 109	Legal Terminology	3
Bus E 130 or	Business Correspondence or	
Engl 110	College Writing	5
Crpt 100.1 and	Machine Shorthand Theory 1 and	
Crpt 100.2 or	Machine Shorthand Theory 2 or	
Crpt 090 and	Machine Shorthand Theory 2 and	
Crpt 091	Machine Shorthand Theory-Advanced	8-10
Crpt 101.1 and	Machine Shorthand Theory 3 and	
Crpt 101.2 or	Machine Shorthand – 60 wpm or	
Crpt 092 and	Machine Shorthand – 40 wpm and	
Crpt 093	Machine Shorthand – 60 wpm	8-10
Crpt 153	Court Reporting Procedures 1	5
Crpt 250	Computer-Aided Transcription	3
Engl 105	Grammar & Usage	5
Engl 108	Medical Terminology	2

Suggested Electives: Students may choose from the following courses to total 43 credits:

B A 110	Practical Financial Accounting	5
Bus E 110	Business Math Applications	5
Bus E 112	Beginning Word	5
Bus E 140	Records Management	5
Bus E 145	International Classification of Disease (ICD) Medical Coding	3
Bus E 184	Internet & Basic Web Design	5
Bus E 255	Advanced Word	5
Bus E 266	Inside Microsoft Office	5
Crpt 177 and	Court Reporting/Captioning Work Experience and	1-2
Coop 171	Work Experience Seminar	1

Professional Technical • Text Entry • Computerized Machining & Manufacturing Technology

Text Entry

**Certificate of Proficiency
42 Credits**

Contacts: Lori Rapozo, ext. 4219 Sidney Weldele-Wallace, ext. 4705
lrapozo@greenriver.edu sweldele@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 109	Legal Terminology	3
Bus E 130 or	Business Correspondence or	
Engl 110	College Writing	5
Crpt 136 or	Machine Shorthand 160 wpm or	
Crpt 098	Machine Shorthand 160 wpm	6-16
Crpt 177 and	Court Reporting/Captioning Work	
	Experience and	1-2
Coop 171	Work Experience Seminar	1
Crpt 250	Computer Aided Transcription	3
Crpt 251	Introduction to Captioning/Alternative Careers	3
Engl 106	Vocabulary Mastery	5

Suggested Electives: Students may choose from the following courses to total 42 credits:

B A 110	Practical Financial Accounting	5
Bus E 100.1	Microcomputer Fundamentals: Internet	2
Bus E 110	Business Math Applications	5
Bus E 112	Beginning Word	5
Bus E 140	Records Management	5
Bus E 145	International Classification of Disease (ICD)	
	Medical Coding	3
Bus E 184	Internet & Basic Web Design	5
Bus E 255	Advanced Word	5
Bus E 266	Inside Microsoft Office	5
Engl 105	Grammar & Usage	5
Engl 108	Medical Terminology	2
Lib 102	Searching the Web	1

Computerized Machining & Manufacturing Technology

**Associate in Applied Science Degree
90-102 Credits**

This degree program is designed for both the new student entering the field of manufacturing and for the current employee who wishes to learn more about the knowledge and skills currently in demand by employers.

A graduate of the program will be prepared for entry into the manufacturing industry as a conventional or CNC (Computer Numerical Control) machinist trainee. Instruction covers conventional turning, milling and grinding, as well as basic programming, set up and operation of CNC machine tools. Other subjects include shop safety, reading engineering drawings, shop mathematics, machine tool theory, inspection and surface plate techniques, as well as lean manufacturing and other skills currently required by the manufacturing industry.

Credit for hours of training is usually granted to those entering an approved apprenticeship program. Entry into the program at any time is possible on a space-available basis with instructor's permission.

Contact: Tom Tagliente, ext. 4228 Charles Lenegar, ext. 4237
ttagliente@greenriver.edu clenegar@greenriver.edu

Dept./No.	Course Title	Credits
# Acomp 100T or	Computation for the Trades or	
Math 072 or	Elementary Algebra or	
	Eligible for Math 097	0-5
# Engl 102 or	Practical College Writing or	
Engl 110	College Writing	5
Indus 102.1	Welding Survey 1	3
Mfg 111	Measuring Systems & Quality	
	Assurance Level 1	3
Mfg 112	Shop Safety & Production Procedures Level 1	2
Mfg 113	Cutting Tools & Workholding Level 1	2
Mfg 114	Manufacturing Planning & Processes Level 1	1
Mfg 115	Reading Engineering Drawings Level 1	3
Mfg 116	Manufacturing Careers & Management Level 1	1
Mfg 117	Conventional Milling Level 1	2
Mfg 118	Conventional Turning Level 1	2
Mfg 119	Precision Grinding Level 1	2
Mfg 121	Measuring Systems & Quality Assurance Level 2	3
Mfg 122	Shop Safety & Production Procedures Level 2	2
Mfg 123	Cutting Tools & Workholding Level 2	2
Mfg 124	Manufacturing Planning & Processes Level 2	1
Mfg 125	Reading Engineering Drawings Level 2	3
Mfg 126	Manufacturing Careers & Management Level 2	1
Mfg 127	Conventional Milling Level 2	2
Mfg 128	Conventional Turning Level 2	2
Mfg 129	Precision Grinding Level 2	2
Mfg 141	CNC Systems Level 1	2
Mfg 142	CNC Machining Level 1	2
Mfg 143	CNC Turning Level 1	2
Mfg 144	CAD/CAM Systems (Mastercam) Level 1	2
Mfg 151	CNC Systems Level 2	2
Mfg 152	CNC Machining Level 2	2
Mfg 153	CNC Turning Level 2	2
Mfg 154	CAD/CAM Systems (Mastercam) Level 2	2
Mfg 155	Advanced Manufacturing Processes	1
Mfg 156	Review-Job Shadow Level 1	1
Mfg 157	Review-Job Shadow Level 2	1
Mfg 158	Review-Job Shadow Level 3	1
Mfg 159	Review-Job Shadow Level 4	1
Mfg 160	Review-Job Shadow Level 5	1
Mfg 161	CNC Systems Level 3	2
Mfg 162 or	Applied Materials for Manufacturing or	
I E 189	Basic Metallurgy	2-4
Mfg 164	Shop Math	2
Mfg 177 and	Manufacturing Work Experience and	7-12
Coop 171	Work Experience Seminar	1
# Human Relations	Any course that satisfies the Human Relations Related Instruction Requirements on page 79	5
# Comm 100 or	Fundamentals of Oral Communication or	
Comm 101 or	Basic Speech Communication or	
Comm 110 or	Interpersonal Communication or	
Comm 234	Small Group Leadership & Discussion	5

To enhance the learner's preparation for future employment, we recommend the following:

Bus E 111	Personal Computing	3
D T 115	Geometric Dimensioning & Tolerancing	4

Satisfies related instruction requirements.

Professional Tech

Professional Technical • Computerized Machining & Manufacturing Technology • Criminal Justice**Computerized Machining & Manufacturing Technology****Certificate of Proficiency
39-44 Credits**

This is a one-year (three-quarter) program designed for both the new student entering the field of manufacturing and for the current employee who wishes to learn more about the knowledge and skills currently in demand by employers.

Upon completion of this certificate program, the student will be prepared for entry into the manufacturing industry as a conventional or CNC (computer numerical control) machinist trainee. Instruction covers the basics in conventional turning, milling and grinding, as well as programming, set up and operation of CNC machine tools. Other subjects include shop safety, reading engineering drawings, shop mathematics, machine tool theory, inspection and surface plate techniques, as well as lean manufacturing and other skills currently required by the manufacturing industry.

Credit for hours of training is usually granted to those entering an approved apprenticeship program. Entry into the program at any time is possible on a space-available basis with instructor's permission.

Contact: Tom Tagliente, ext. 4228
ttagliente@greenriver.edu

Charles Lenegar, ext. 4237
clenegar@greenriver.edu

Dept./No.	Course Title	Credits
Acomp 100T or Math 072 or	Computation for the Trades or Elementary Algebra or Eligible of Math 097	0-5
Mfg 111	Measuring Systems & Quality Assurance Level 1	3
Mfg 112	Shop Safety & Production Procedures Level 1	2
Mfg 113	Cutting Tools & Workholding Level 1	2
Mfg 114	Manufacturing Planning & Processes Level 1	1
Mfg 115	Reading Engineering Drawings Level 1	3
Mfg 116	Manufacturing Careers & Management Level 1	1
Mfg 117	Conventional Milling Level 1	2
Mfg 118	Conventional Turning Level 1	2
Mfg 119	Precision Grinding Level 1	2
Mfg 121	Measuring Systems & Quality Assurance Level 2	3
Mfg 141	CNC Systems Level 1	2
Mfg 142	CNC Machining Level 1	2
Mfg 143	CNC Turning Level 1	2
Mfg 144	CAD/CAM Systems (Mastercam) Level 1	2
Mfg 151	CNC Systems Level 2	2
Mfg 155	Advanced Manufacturing Processes	1
Mfg 156	Review-Job Shadow Level 1	1
Mfg 157	Review-Job Shadow Level 2	1
Mfg 158	Review-Job Shadow Level 3	1
Mfg 162	Applied Materials for Manufacturing	2
Mfg 164	Shop Math	2

Criminal Justice**Associate in Applied Science Degree
113-114 Credits**

The Criminal Justice program is a broad discipline, encompassing the scientific study of crime, criminals, the criminal justice system, treatment of offenders, and theories of crime causation.

The program is interdisciplinary in nature, drawing from such fields as psychology, political science, sociology, economics, biology and law. Students are encouraged to participate in the Criminal Justice Advisory Committee and the criminal justice club called "Future Criminal Justice Professionals." Those interested in transferring to a four-year institution should consider this degree because it also satisfies the requirements of the Associate in Arts degree. Students should contact a criminal justice advisor in order to create a customized program of study.

Many of our students continue their academic careers; others seek employment with a variety of criminal justice agencies; and other students are returning law enforcement officers updating their skills and education.

Contact: Maggie Whetsel, ext. 4389
mwhetsel@greenriver.edu
criminal-justice@greenriver.edu

Dept./No.	Course Title	Credits
Anthr 202 or Anthr 265	Principles of Sociocultural Anthropology or Forensic Anthropology	5
# Comm 110	Interpersonal Communication	5
# Comm 234	Small Group Leadership & Discussion	5
# Engl 110	College Writing	5
Engl 111 or Engl 112 or Engl 113	Writing: Humanities or Writing: Social Sciences or Research Writing: Science, Engineering & Business	5
# Math 107 or Math 100 or above Natural Science	Contemporary Mathematics or any college level math class Select any three courses from at least two separate areas. 10 credits must be from List A, including a minimum of 5 credits from lab sciences. The additional 5 credits can be from List A or List B.	5 15
P E 101 or P E 102 or P E 103 or P E 111 or P E 131 or P E 149 or P E 160 or P E 165	Physical Fitness Lab or Jogging or Total Physical Fitness or Aerobic Walking or Training for Health or CORE Training for Health or Exercise & Nutrition or Exercise & Health	2-3
P E 113	Group Dynamics Activities	1
Phil 160 or Phil 115	Introduction to the Philosophy of Science or Reasoning-Everyday Life	5
Photo 101	Beginning Black & White Photography	5
Photo 104	Beginning Digital Photography	5
Psych 100	General Psychology	5
Soc 110	Survey of Sociology	5

Required Core Classes:

CRJ 100	Introduction to Criminal Justice	5
CRJ 200	Individual Rights in Criminal Justice	5
CRJ 205	Criminal Evidence	5

Professional Technical • Criminal Justice • Database Design & Administration

CRJ 215 or Soc 215	Survey of Criminology	5
CRJ 220	Multicultural Diversity in Criminal Justice	5

Electives: Select from the following courses to total 15 credits

Anthr 265	Forensic Anthropology	5
Bus E 100	Fundamentals of Microcomputers	5
Bus E 140	Records Management	5
Bus E 250	Office Administration	5
CRJ 115	Fingerprint Science	5
CRJ 177-179 and Coop 171	Cooperative Education and Work Experience Seminar	4 1
CRJ 225	Criminal Law	5
CRJ 230	Corrections	5
CRJ 240	Community-Oriented Policing	5
CRJ 255	Forensics: An Introduction to Criminalistics	5
CRJ 294	Special Topics: Criminal Justice	5
CRJ 299	Independent Study-Criminal Justice	5
Psych 209	Fundamentals of Psychological Research	5
Soc 245	Juvenile Delinquency	5

Satisfies related instruction requirements.

Note: Students must attain a grade of 2.0 or higher in all CRJ classes.

Criminal Justice—Corrections

Certificate of Proficiency 35 Credits

Terrific career opportunities are available to those seeking employment in federal, state and local correctional facilities. The Seattle area is home to the new King County Detention facility, and other federal correctional facilities are still under construction.

Contact: Maggie Whetsel, ext. 4389
mwhetsel@greenriver.edu
criminal-justice@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 140	Records Management	5
Bus E 250	Office Administration	5
CRJ 100	Introduction to Criminal Justice	5
CRJ 200	Individual Rights to Criminal Justice	5
CRJ 215 or Soc 215	Survey of Criminology or	5
CRJ 230	Corrections	5
Engl 110	College Writing	5

To enhance the student's preparation for future employment, the following are recommended:

CRJ 177-179	Cooperative Education	1-5
Coop 171	Work Experience Seminar	1

Note: Students must attain a grade of 2.0 or higher in all classes.

Criminal Justice—Law Enforcement

Certificate of Proficiency 40 Credits

This certificate program can be completed in just two quarters and includes an introduction to the criminal justice system and a more focused examination of current trends and practices in policing.

Contact: Maggie Whetsel, ext. 4389
mwhetsel@greenriver.edu
criminal-justice@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 140	Records Management	5
Bus E 250	Office Administration	5
CRJ 100	Introduction to Criminal Justice	5
CRJ 200	Individual Rights to Criminal Justice	5
CRJ 220	Multicultural Diversity in Criminal Justice	5
CRJ 225	Criminal Law	5
CRJ 240	Community-Oriented Policing	5
Engl 110	College Writing	5

To enhance the student's preparation for future employment, the following are recommended:

Bus E 100	Fundamentals of Microcomputers	5
CRJ 177-179	Cooperative Education	1-5
Coop 171	Work Experience Seminar	1

Note: Students must attain a grade of 2.0 or higher in all classes.

Database Design & Administration

Associate in Applied Science Degree 117 Credits

This degree program educates students as to the skills necessary to design databases, write HTML, implement servers and networks, and analyze data.

Contact: Gus Gomez, ext. 4309
ggomez@greenriver.edu

Dept./No.	Course Title	Credits
Core Requirements:		
Bus E 266	Inside Microsoft Office	5
IT 101	Introduction to Computer Science	5
IT 102	Program Design	5
IT 110	PC Support Technician 1	5
IT 115	PC Support Technician 2	5
IT 120	Internet Technologies	5
IT 121	Introduction to HTML	5
IT 130	Introduction to Networking	5
IT 160	Microsoft Windows (Current version) Server Implementation	5
IT 180	Database Development Work Experience	3
IT 201	Fundamental Database Design	5
IT 220	Advanced Visual Basic	5
IT 235	Database Management	5
IT 252	System Administration for Microsoft SQL Server (Current version)	5
IT 260	Building XML Web & Database Applications	5
IT 265	Structured Query Language (SQL)	5
IT 270	Advanced Database Applications with VBA	5
IT 275	Microsoft SQL Server Database Design & Implementation (Current version)	5
IT 290	Systems Analysis & Design	5
IT 292	Data Analysis & Design	5

Professional Tech

Professional Technical • Database Design & Administration • Design Technology

Related Instructions Requirements:

# Comm 101 or Comm 110 or Comm 234	Basic Speech Communication or Interpersonal Communication or Small Group Leadership & Discussion	5
# Engl 102 or Engl 110 or Engl 113	Practical College Writing or College Writing or Research Writing: Science, Engineering & Business	5
# IT 140	Customer Service for IT Professionals	4
# Math 102 or Math 107 or Math 156	Pre-Calculus or Contemporary Mathematics or Finite Math	5

Satisfies related instruction requirements.

Note: Some of the courses have prerequisites; consult the course description section of this catalog for additional information.

Design Technology— Design Drafting Technology

Associate in Applied Science Degree 110-111 Credits

This degree program allows students to sample a broad range of drafting careers, including studies in mechanical, architectural, civil, structural, and electrical-electronics. Students will develop proficiency in board drafting and computer-aided drafting. Students are able to prepare drawings for manufacturing and fabrication. The ANSI (American National Standards Institute) and the ASME (American Society of Mechanical Engineers) drafting and design standards will be taught and reinforced as students prepare drawings in both 2D and 3D using AutoCAD, CADKey, and MasterCam applications software. Throughout this course of study, students will be required to use sketches, notes, technical literature, and personal research to complete assignments. Students may take related credits in the trade areas of building, manufacturing, engineering, welding, and surveying.

Contacts: Terry Waagan, ext. 4342 Felix Serna, ext. 4321
twaagan@greenriver.edu fserna@greenriver.edu

Dept./No.	Course Title	Credits
Required Courses:		
# Comm 100 or Comm 101 or Comm 110	Fundamentals of Oral Communication or Basic Speech Communication or Interpersonal Communication	5
D T 100 or D T 110 and D T 112	Introduction to CADD/CAM or Introduction to AutoCAD and Introduction to Keycreator	(7) (4) (4) 7-8
D T 101 or D T 101.1 and D T 101.2	Technical Drafting or Drafting Fundamentals and Machine Drafting 1	(7) (4) (3) 7
D T 102 or D T 102.1 and D T 102.2	Descriptive Geometry or Descriptive Geometry and Machine Drafting 2	(7) (4) (3) 7
D T 105 or Tech 100	Design Drafting Careers or Careers for the New Millennium	2
D T 131	Mechanical Drafting-CADD	7
D T 135	3D CADD/CAM	7
D T 151	Technical Illustration	7
# D T 231	Mechanical Design (CADD)	7
D T 236 or D T 113	Introduction to Inventor or Solidworks 1	4

# Engl 102 or Engl 113	Practical College Writing or Research Writing: Science, Engineering & Business	5
# Math 116T or Math 104 or Math 124	Technical Math 2 or Pre-Calculus 2 or Calculus & Analytical Geometry 1	5
Phys 110 or Phys 201	Introduction to College Physics or Physics for Science & Engineering	5

Three credits from the following courses:

Carp	Any Carpentry shop/lab course	(1-4)
Indus 102.1	Welding Survey 1	(3)
Indus 103	Manufacturing Processes	(4)
Mach	Any Machining shop/lab course	(1-4)
Weld	Any Welding shop/lab course	(1-4)

Four credits from the following courses:

Carp 148	Material Estimating	(5)
G E 112	Statics	(5)
I E 189	Basic Metallurgy	(4)
I E 204	Statics & Strengths	(5)

Elective Courses: Additionally, complete 28 credits from the following list:

Bus 164	Business Principles	(5)
D T 110	Introduction to AutoCAD	(4)
D T 113	Solidworks 1	(4)
D T 115	Geometric Dimensioning & Tolerancing	(4)
D T 125	Civil Drafting 1	(5)
D T 141	Architectural Drafting 1	(5)
D T 145	Structural Drafting-Steel	(4)
D T 146	Structural Drafting-Concrete	(4)
D T 161	Electrical-Electronic Drafting (CADD)	(5)
D T 200	ADDA Certification Preparation	(2)
D T 210	Advanced AutoCAD Development 1	(4)
D T 225	Civil Drafting 2	(4)
D T 232	Drafting & Design Projects (CADD)	(7)
D T 236	Introduction to Inventor	(4)
D T 237	Advanced 3D CADD/CAM	(4)
D T 240	Electrical & Mechanical Building Systems	(5)
D T 241	Architectural Drafting 2	(4)
D T 261	Printed Circuit Board Design (CADD)	(4)
GIS 201	Introduction to ArcGIS	(7)
GIS 260	Introduction to Cartography	(5)
I E 114	CATIA-2D	(4)
I E 210	CATIA-Modeling	(7)
I E 214	CATIA-Solids	(5)
I E 215	CATIA-3D Surfacing	(4)
Natrs 181	Forest Navigation & Mapping	(8)

A maximum of 8 credits from the following courses:

Carp 148	Material Estimating	(4)
G E 106	Introduction to Engineering Problems	(3)
G E 112	Statics	(5)
I E 189	Basic Metallurgy	(4)
I E 204	Statics & Strengths	(5)

A maximum of 8 credits from the following courses:

Carp	Any Carpentry shop/lab course	(1-8)
Indus	Any Industry shop/lab course	(1-8)
Mach	Any Machining shop/lab course	(1-8)
Weld	Any Welding shop/lab course	(1-8)

A maximum of 13 credits from the following courses:

Coop 171	Work Experience Seminar	(1)
D T 175	Drafting Work Experience	(4-12)
D T 177-179	Drafting Work Experience 1-3	(3 ea)
D T 180-182	Leadership Skills 1-3	(1 ea)
D T 199 or 299	Independent Study	(1-5 ea)
D T 277-279	Drafting Work Experience 4-6	(3 ea)
Tech 100	Careers for the New Millennium	(2)

Professional Tech

Professional Technical • Design Technology

A maximum of 10 credits from the following courses: 10

Engl 100	Introductory Composition	(5)
Engl 110	College Writing	(5)
Math 117T	Technical Math 3	(5)
Math 102	Pre-Calculus 1	(5)
Math 124	Calculus & Analytical Geometry 1	(5)
Math 125	Calculus & Analytical Geometry 2	(5)

Satisfies related instruction requirements.

Note: Courses used to satisfy "Required Courses" requirements may not be used to satisfy "Elective Courses" requirements.

Design Technology– Construction Design Technology

Associate in Applied Science Degree 120 Credits

This degree program allows students to be employed by firms connected with the construction and building industry. Using board drafting techniques and computer-aided drafting, students will prepare drawings in both 2D and 3D. Throughout the program, industry-accepted drafting and design standards will be taught and reinforced. Students will be required to use sketches, notes, technical literature, and personal research to complete assignments. Students will complete related credits in the areas of construction and engineering.

Contacts: Terry Waagan, ext. 4342 Felix Serna, ext. 4321
 twaagan@greenriver.edu fserna@greenriver.edu

Dept./No.	Course Title	Credits
Required Courses:		
Carp 151	Understanding Building Code	3
# Comm 100 or	Fundamentals of Oral Communication or	
Comm 101 or	Basic Speech Communication or	
Comm 110	Interpersonal Communication	5
Coop 171	Work Experience Seminar	1
D T 100 or	Introduction to CADD/CAM or	(7)
D T 110 and	Introduction to AutoCAD and	(4)
D T 112	Introduction to Keycreator	(4) 7-8
D T 101 or	Technical Drafting or	(7)
D T 101.1 and	Drafting Fundamentals and	(4)
D T 101.2	Machine Drafting 1	(3) 7
D T 102 or	Descriptive Geometry or	(7)
D T 102.1 and	Descriptive Geometry and	(4)
D T 102.2	Machine Drafting 2	(3) 7
D T 105 or	Design Drafting Careers or	
Tech 100	Careers for the New Millennium	2
D T 125	Civil Drafting 1	5
D T 131	Mechanical Drafting-CADD	7
D T 141	Architectural Drafting 1	5
D T 145 or	Structural Drafting-Steel or	
D T 146	Structural Drafting-Concrete	4
D T 151 or	Technical Illustration or	
Natrs 181	Forest Navigation & Mapping	7-8
D T 225	Civil Drafting 2	4
# D T 231 or	Mechanical Design (CADD) or	
	Three credits of the Human Relations	
	Related Instructions requirement on	
	page 79	3-7
D T 240 or	Electrical & Mechanical Building Systems or	
Bus 164	Business Principles	5
D T 241	Architectural Drafting 2	4

# Engl 102 or	Practical College Writing or	
Engl 113	Research Writing: Science,	
	Engineering & Business	5
GIS 201	Introduction to ArcGIS	7
GIS 260	Introduction to Cartography	5
I E 204 or	Statics & Strengths or	
G E 112	Statics	5
# Math 116T or	Technical Math 2 or	
Math 104 or	Pre-Calculus 2 or	
Math 124	Calculus & Analytical Geometry 1	5
Phys 110 or	Introduction to College Physics or	
Phys 201	Physics for Science & Engineering	5

Electives: Students must choose from the following courses to total 120 credits:

Carp 148	Material Estimating	(4)
D T 145	Structural Drafting-Steel	(4)
D T 146	Structural Drafting-Concrete	(4)
D T 147	Structural Wood Drafting & Design	(4)
D T 151	Technical Illustration	(7)
D T 175	Drafting Work Experience	(4-6)
D T 177-179	Drafting Work Experience 1-3	(3 ea)
D T 180-182	Leadership Skills 1-3	(1 ea)
D T 199 or 299	Independent Study	(1-5 ea)
D T 200	ADDA Certification Preparation	(2)
D T 231	Mechanical Design (CADD)	(7)
D T 240	Electrical & Mechanical Building Systems	(5)
D T 210	Advanced AutoCAD Development 1	(4)
D T 277-279	Drafting Work Experience 4-6	(3 ea)
G E 106	Introduction to Engineering Problems	(3)
P E 113	Group Dynamics Activities	(1)

Satisfies related instruction requirements.

Design Technology– Manufacturing Technology–CIM

Associate in Applied Science Degree 110 -112 Credits

This degree program allows students to specialize in manufacturing. It includes courses designed to blend the study of design with the skills of manufacturing. Students will develop proficiency in board drafting, computer-aided drafting, machining, precision measuring, CNC machining, and machine tooling. The ANSI (American National Standards Institute) and the ASME (American Society Mechanical Engineers) drafting and design standards will be taught and reinforced as students prepare drawings in both 2D and 3D using AutoCAD, CADkey, and Mastercam applications software. Throughout this course of study, students will be required to use sketches, notes, technical literature, and personal research to complete assignments.

Contacts: Terry Waagan, ext. 4342 Felix Serna, ext. 4321
 twaagan@greenriver.edu fserna@greenriver.edu

Dept./No.	Course Title	Credits
# Comm 100 or	Fundamentals of Oral Communication or	
Comm 101 or	Basic Speech Communication or	
Comm 110	Interpersonal Communication	5
D T 100 or	Introduction to CADD/CAM or	(7)
D T 110 and	Introduction to AutoCAD and	(4)
D T 112	Introduction to Keycreator	(4) 7-8
D T 101 or	Technical Drafting or	
D T 101.1 and	Drafting Fundamentals and	(4)
D T 101.2	Machine Drafting 1	(3) 7

Professional Tech

Professional Technical • Design Technology

D T 115	Geometric Dimensioning & Tolerancing	4
D T 131	Mechanical Drafting (CADD)	7
D T 135	3D CADD/CAM	7
# D T 231	Mechanical Design (CADD)	7
# Engl 102 or Engl 113	Practical College Writing or Research Writing: Science, Engineering & Business	5
I E 189	Basic Metallurgy	4
Mach 101 or Mach 102	Beginning Machining or Intermediate Machining	13
Mach 105	Beginning CNC	13
Mach 106 or Mach 178	Intermediate CNC or CNC Machine Work Experience	13
# Math 116T or Math 104 or Math 124	Technical Math 2 or Pre-Calculus 2 or Calculus & Analytical Geometry 1	5

Select an area of emphasis:**A. Machining Emphasis: One of the following courses: 13**

Mach 102	Intermediate Machining	(13)
Mach 103	Advanced Machining	(13)

B. Design Drafting Emphasis: All of the following courses: 14

D T 105 or Tech 100	Design Drafting Careers or Careers for the New Millennium	(2)
D T 113 or D T 236	Solidworks or Introduction to Inventor	(4)
D T 237	Advanced 3D CADD/CAM	(4)
* Indus 103	Manufacturing Processes	(4)

Satisfies related instruction requirements.

* Credits from Mach 102 or Mach 103 may be substituted for either or both Indus 090 or 103.

Design Technology— Mechanical Design Technology

Associate in Applied Science Degree 120 Credits

Mechanical designers and technicians assist engineers in industry and require a very broad technological background. Students will develop proficiency in board drawing and computer-aided drafting. Students are able to prepare drawings for manufacturing and fabrication. The ANSI (American National Standards Institute) and the ASME (American Society of Mechanical Engineers) drafting and design standards will be taught and reinforced as students prepare drawings in both 2D and 3D using AutoCAD, CADkey, and Mastercam applications software. Throughout this course of study, students will be required to use sketches, notes, technical literature, and personal research to complete assignments. Students will complete related credits in the areas of manufacturing and engineering.

Contacts: Terry Waagan, ext. 4342
twaagan@greenriver.edu

Felix Serna, ext. 4321
fserna@greenriver.edu

Dept./No.	Course Title	Credits
# Comm 100 or Comm 101 or Comm 110	Fundamentals of Oral Communication or Basic Speech Communication or Interpersonal Communication	5
D T 100 or D T 110 and D T 112	Introduction to CADD/CAM or Introduction to AutoCAD and Introduction to Keycreator	(7) (4) (4) 7-8
D T 101 or D T 101.1 and D T 101.2	Technical Drafting or Drafting Fundamentals and Machine Drafting 1	(7) (4) (3) 7
D T 102 or D T 102.1 and D T 102.2	Descriptive Geometry or Descriptive Geometry and Machine Drafting 2	(7) (4) (3) 7
D T 105 or Tech 100	Design Drafting Careers or Careers for the New Millennium	2
D T 115	Geometric Dimensioning & Tolerancing	4
D T 131	Mechanical Drafting (CADD)	7
D T 135	3D CADD/CAM	7
D T 151	Technical Illustration	7
D T 145	Structural Drafting-Steel	5
D T 231	Mechanical Design (CADD)	7
D T 232	Drafting & Design Projects (CADD)	7
D T 236 or D T 113	Introduction to Inventor or Solidworks 1	4
D T 237	Advanced 3D CADD/CAM	4
# Engl 102 or Engl 113	Practical College Writing or Research Writing: Science, Engineering & Business	5
I E 189	Basic Metallurgy	4
I E 204 or G E 112	Statics & Strengths or Statics	5
Phys 110 or Phys 201	Introduction to College Physics or Physics for Science & Engineering	5
# Ten credits from the following Math courses:		10
Math 102	Pre-Calculus 1	(5)
Math 104	Pre-Calculus 2	(5)
Math 116T	Technical Math 2	(5)
Math 117T	Technical Math 3	(5)
Math 124	Calculus & Analytical Geometry 1	(5)
Math 125	Calculus & Analytical Geometry 2	(5)
Electives: Students must choose from the following courses to total 120 credits:		
Coop 171	Work Experience Seminar	(1)
D T 113	Solidworks 1	(4)
D T 161	Electrical-Electronic Drafting	(5)
D T 175	Drafting Work Experience	(4-6)
D T 177-179	Drafting Work Experience 1-3	(3 ea)
D T 180-182	Leadership Skills 1-3	(1 ea)
D T 199 or 299	Independent Study	(1-5 ea)
D T 200	ADDA Certification Preparation	(2)
D T 210	Advanced AutoCAD Development 1	(4)
D T 236	Introduction to Inventor	(4)
D T 277-279	Drafting Work Experience 4-6	(3 ea)
G E 106	Introduction to Engineering Problems	(3)
Indus 102.1	Welding Survey 1	(3)
Indus 103	Manufacturing Processes	(3)
Mach 101	Beginning Machining	(1-6)

Satisfies related instruction requirements.

Professional Technical • Design Technology

Design Technology– Architectural Drafting Proficiency

**Certificate of Proficiency
39-42 Credits**

Contacts: Terry Waagan, ext. 4342 Felix Serna, ext. 4321
twaagan@greenriver.edu fserna@greenriver.edu

Dept./No.	Course Title	Credits
Core Requirements:		
D T 100 or	Introduction to CADD/CAM or	(7)
D T 110 and	Introduction to AutoCAD and	(4)
D T 112	Introduction to Keycreator	(4) 7-8
D T 101 or	Technical Drafting or	(7)
D T 101.1 and	Drafting Fundamentals and	(4)
D T 101.2	Machine Drafting 1	(3) 7
D T 105 or	Design Drafting Careers or	
Tech 100	Careers for the New Millennium	2
D T 131	Mechanical Drafting (CADD)	7
D T 141	Architectural Drafting 1	5
D T 241	Architectural Drafting 2	4
Complete a minimum of 2 classes from the following courses: 7-9		
Carp 148	Material Estimating	(4)
Carp 151	Understanding Building Code	(3)
D T 125	Civil Drafting 1	(5)
D T 145	Structural Drafting-Steel	(4)
D T 146	Structural Drafting-Concrete	(4)
D T 225	Civil Drafting 2	(4)
D T 240	Electrical & Mechanical Building Systems	(5)

Design Technology– Architectural, Structural & Civil Drafting

**Certificate of Proficiency
74 Credits**

This certificate program develops entry-level skills in preparing detail drawings, using board drafting skills and computer-aided drafting skills, from sketches, notes, specifications and technical data furnished by architects, engineers, surveyors, builders, and firms connected with the construction and building industry. Students completing this program may enter into the following Associate of Applied Science degree programs—Construction Design Technology and Design Drafting Technology.

Contacts: Terry Waagan, ext. 4342 Felix Serna, ext. 4321
twaagan@greenriver.edu fserna@greenriver.edu

Dept./No.	Course Title	Credits
Core Requirements:		
# Comm 100 or	Fundamentals of Oral Communication or	
Comm 101 or	Basic Speech Communication or	
Comm 110	Interpersonal Communication	5
D T 100 or	Introduction to CADD/CAM or	(7)
D T 110 and	Introduction to AutoCAD and	(4)
D T 112	Introduction to Keycreator	(4) 7-8

D T 101 or	Technical Drafting or	(7)
D T 101.1 and	Drafting Fundamentals and	(4)
D T 101.2	Machine Drafting 1	(3) 7
D T 102 or	Descriptive Geometry or	(7)
D T 102.1 and	Descriptive Geometry and	(4)
D T 102.2	Machine Drafting 2	(3) 7
D T 105 or	Design Drafting Careers or	
Tech 100	Careers for the New Millennium	2
D T 125	Civil Drafting 1	5
D T 131	Mechanical Drafting (CADD)	7
D T 141	Architectural Drafting 1	5
D T 145 or	Structural Drafting-Steel or	
D T 146	Structural Drafting-Concrete	4
# D T 231 or	Mechanical Design (CADD) or	
	Three credits of the Human Relations Related Instructions requirement on page 79	3-7
D T 241 or	Architectural Drafting 2 or	
D T 225	Civil Drafting 2	4
# Engl 102 or	Practical College Writing or	
Engl 113	Research Writing: Science, Engineering & Business	5
# Math 116T or	Technical Math 2 or	
Math 104 or	Pre-Calculus 2 or	
Math 124	Calculus & Analytical Geometry 1	5

Electives: Students must choose from the following courses to total 74 credits:

Carp	Any Carpentry course(s)	(1-8)
	(Except Carp 146, Blueprint Reading)	
Coop 171	Work Experience Seminar	(1)
D T 145	Structural Drafting-Steel	(4)
D T 146	Structural Drafting-Concrete	(4)
D T 147	Structural Wood Drafting & Design	(4)
D T 151	Technical Illustration	(7)
D T 161	Electrical & Electronic Drafting (CADD)	(5)
D T 177	Drafting Work Experience 1	(3)
D T 180-181	Leadership Skills 1-2	(1 ea)
D T 199 or 299	Independent Study	(1-5 ea)
D T 200	ADDA Certification Preparation	(2)
D T 210	Advanced AutoCAD Development 1	(4)
D T 225	Civil Drafting 2	(4)
D T 231	Mechanical Design (CADD)	(7)
D T 240	Electrical & Mechanical Building Systems	(5)
D T 241	Architectural Drafting 2	(4)
G E 106	Introduction to Engineering Problems	(3)
GIS 201	Introduction to ArcGIS	(7)
GIS 260	Introduction to Cartography	(5)
I E 204 or	Statics & Strengths or	(5)
G E 112	Statics	(5)

Satisfies related instruction requirements.

Professional Technical • Design Technology

Design Technology– Civil Drafting Proficiency

Certificate of Proficiency 40-42 Credits

Contacts: Terry Waagan, ext. 4342 Felix Serna, ext. 4321
twaagan@greenriver.edu fserna@greenriver.edu

Dept./No.	Course Title	Credits
Core Requirements:		
D T 100 or	Introduction to CADD/CAM or	(7)
D T 110 and	Introduction to AutoCAD and	(4)
D T 112	Introduction to Keycreator	(4) 7-8
D T 101 or	Technical Drafting or	(7)
D T 101.1 and	Drafting Fundamentals and	(4)
D T 101.2	Machine Drafting 1	(3) 7
D T 105 or	Design Drafting Careers or	
Tech 100	Careers for the New Millennium	2
D T 131	Mechanical Drafting (CADD)	7
D T 125	Civil Drafting 1	5
D T 225	Civil Drafting 2	4
Complete a minimum of 2 classes from the following courses: 8-9		
D T 141	Architectural Drafting 1	(5)
D T 145	Structural Drafting-Steel	(4)
D T 146	Structural Drafting-Concrete	(4)
D T 241	Architectural Drafting 2	(4)

Design Technology– Drafting Proficiency

Certificate of Proficiency 39-44 Credits

Contacts: Terry Waagan, ext. 4342 Felix Serna, ext. 4321
twaagan@greenriver.edu fserna@greenriver.edu

Dept./No.	Course Title	Credits
Core Requirements:		
D T 100 or	Introduction to CADD/CAM or	(7)
D T 110 and	Introduction to AutoCAD and	(4)
D T 112	Introduction to Keycreator	(4) 7-8
D T 101 or	Technical Drafting or	(7)
D T 101.1 and	Drafting Fundamentals and	(4)
D T 101.2	Machine Drafting 1	(3) 7
D T 102 or	Descriptive Geometry or	(7)
D T 102.1 and	Descriptive Geometry and	(4)
D T 102.2	Machine Drafting 2	(3) 7
D T 105 or	Design Drafting Careers or	
Tech 100	Careers for the New Millennium	2
D T 131	Mechanical Drafting (CADD)	7
Complete a minimum of nine (9) credits but no more than 13 credits from the following courses:		
D T 113	Solidworks 1	(4)
D T 125	Civil Drafting 1	(5)
D T 135	3D CADD/CAM	(7)
D T 141	Architectural Drafting 1	(5)
D T 145	Structural Drafting-Steel	(4)
D T 146	Structural Drafting-Concrete	(4)
D T 151	Technical Illustration	(7)
D T 161	Electrical-Electronic Drafting (CADD)	(5)

D T 225	Civil Drafting 2	(4)
D T 231	Mechanical Design (CADD)	(7)
D T 232	Drafting & Design Projects (CADD)	(7)
D T 236	Introduction to Inventor	(4)
D T 237	Advanced 3D CADD/CAM	(4)
D T 241	Architectural Drafting 2	(4)
D T 255	Civil Drafting 2	(4)
D T 261	Printed Circuit Board Design (CADD)	(4)
I E 114	CATIA-2D	(4)
I E 210	CATIA-Modeling	(7)
I E 214	CATIA-Solids	(5)
I E 215	CATIA-3D Surfacing	(4)

Design Technology– Mechanical 3D CAD

Certificate of Proficiency 43-44 Credits

Contacts: Terry Waagan, ext. 4342 Felix Serna, ext. 4321
twaagan@greenriver.edu fserna@greenriver.edu

Dept./No.	Course Title	Credits
D T 100 or	Introduction to CADD/CAM or	(7)
D T 110 and	Introduction to AutoCAD and	(4)
D T 112	Introduction to Keycreator	(4) 7-8
D T 101 or	Technical Drafting or	(7)
D T 101.1 and	Drafting Fundamentals and	(4)
D T 101.2	Machine Drafting 1	(3) 7
D T 131	Mechanical Drafting (CADD)	7
D T 135	3D CADD/CAM	7
D T 231	Mechanical Design (CADD)	7
D T 236 or	Introduction to Inventor or	
D T 113	Solidworks 1	4
D T 237	Advanced 3D CADD/CAM	4

Design Technology– Mechanical CAD Proficiency

Certificate of Proficiency 35-36 Credits

Contacts: Terry Waagan, ext. 4342 Felix Serna, ext. 4321
twaagan@greenriver.edu fserna@greenriver.edu

Dept./No.	Course Title	Credits
D T 100 or	Introduction to CADD/CAM or	(7)
D T 110 and	Introduction to AutoCAD and	(4)
D T 112	Introduction to Keycreator	(3) 7
D T 101 or	Technical Drafting or	(7)
D T 101.1 and	Drafting Fundamentals and	(4)
D T 101.2	Machine Drafting 1	(3) 7
D T 131	Mechanical Drafting (CADD)	7
D T 135	3D CADD/CAM	7
D T 231	Mechanical Design (CADD)	7

Professional Technical • Design Technology • Early Childhood Education

Design Technology– Mechanical Drafting

Certificate 74 Credits

This certificate program develops entry-level board drafting and computer-aided drafting skills in mechanical drafting and design. The ANSI (American National Standards Institute) and the ASME (American Society of Mechanical Engineers) drafting and design standards will be taught and reinforced as students prepare working 2D and 3D drawings of objects for fabrication with AutoCAD, CAD key, and Mastercam application software. Throughout this course of study, students will be required to use sketches, notes, technical literature, and personal research to complete assignments. Students completing this program may enter into one of three Associate of Applied Science degree programs: Design Drafting Technology, Mechanical Design Technology, or Manufacturing Technology-CIM.

Contacts: Terry Waagan, ext. 4342 Felix Serna, ext. 4321
 twaagan@greenriver.edu fserna@greenriver.edu

Dept./No.	Course Title	Credits
Core Requirements:		
# Comm 100 or	Fundamentals of Oral Communication or	
Comm 101 or	Basic Speech Communication or	
Comm 110	Interpersonal Communication	5
D T 100 or	Introduction to CADD/CAM or	(7)
D T 110 and	Introduction to AutoCAD and	(4)
D T 112	Introduction to Keycreator	(4) 7-8
D T 101 or	Technical Drafting or	(7)
D T 101.1 and	Drafting Fundamentals and	(4)
D T 101.2	Machine Drafting 1	(3) 7
D T 102 or	Descriptive Geometry or	(7)
D T 102.1 and	Descriptive Geometry and	(4)
D T 102.2	Machine Drafting 2	(3) 7
D T 105 or	Design Drafting Careers or	
Tech 100	Careers for the New Millennium	2
D T 115	Geometric Dimensioning & Tolerancing	4
D T 131	Mechanical Drafting (CADD)	7
D T 135	3D CADD/CAM	7
# D T 231	Mechanical Design (CADD)	7
D T 236 or	Introduction to Inventor or	
D T 113	Solidworks 1	4
D T 237	Advanced 3D CADD/CAM	4
# Engl 102 or	Practical College Writing or	
Engl 113	Research Writing: Science, Engineering & Business	5
Indus 102.1 or	Welding Survey 1 or	
Indus 103 or	Manufacturing Processes or	
Mach 101	Beginning Machining	3-4
# Math 116T or	Technical Math 2 or	
Math 104 or	Pre-Calculus 2 or	
Math 124	Calculus & Analytical Geometry 1	5
Electives:		
Coop 171	Work Experience Seminar	(1)
D T 113	Solidworks 1	(4)
D T 161	Electrical & Electronic Drafting (CADD)	(5)
D T 177	Drafting Work Experience 1	(3)
D T 180-181	Leadership Skills 1-2	(1 ea)
D T 199 or 299	Independent Study	(1-5)
D T 200	ADDA Certification Preparation	(2)
D T 210	Advanced AutoCAD Development 1	(4)

D T 232	Drafting & Design Projects (CADD)	(7)
D T 236	Introduction to Inventor	(4)
D T 237	Advanced 3D CADD/CAM	(4)
D T 261	Printed Circuit Board Design (CAD)	(4)
D T 277-279	Drafting Work Experience 4-6	(3 ea)
G E 106	Introduction to Engineering Problems	(3)
I E 204 or	Statics & Strengths or	(5)
G E 112	Statics	(5)

Satisfies related instruction requirements.

Design Technology– Structural Drafting

Certificate of Proficiency 38-42 Credits

Contacts: Terry Waagan, ext. 4342 Felix Serna, ext. 4321
 twaagan@greenriver.edu fserna@greenriver.edu

Dept./No.	Course Title	Credits
Core Requirements:		
D T 100 or	Introduction to CADD/CAM or	(7)
D T 110 and	Introduction to AutoCAD and	(4)
D T 112	Introduction to Keycreator	(4) 7-8
D T 101 or	Technical Drafting or	(7)
D T 101.1 and	Drafting Fundamentals and	(4)
D T 101.2	Machine Drafting 1	(3) 7
D T 105 or	Design Drafting Careers or	
Tech 100	Careers for the New Millennium	2
D T 131	Mechanical Drafting (CADD)	7
D T 145	Structural Drafting-Steel	4
D T 146	Structural Drafting-Concrete	4
Complete a minimum of two (2) classes from the following courses:		
		7-10
Carp 151	Understanding Building Code	(3)
D T 125	Civil Drafting 1	(5)
D T 141	Architectural Drafting 1	(5)
D T 225	Civil Drafting 2	(4)
D T 240	Electrical & Mechanical Building Systems	(5)
D T 241	Architectural Drafting 2	(4)

Early Childhood Education

Associate in Applied Arts Degree 100-104 Credits

The completion of the degree or certificate program prepares graduates to seek employment in child care centers, Head Start, family child care homes, cooperative and private preschools, children's homes, institutions and other programs serving children from birth through 8 years of age. This curriculum provides meaningful instruction for parents, foster parents and persons working with young children as instructional aides or paraeducators. Cultural relevancy is integrated into each course.

A second option is available for those students who intend to transfer to a four-year institution and complete a bachelor's degree in Early Childhood or Elementary Education. Students should consult with their advisor to match course selection with transfer institution requirements.

Professional Technical • Early Childhood Education

Students may specialize in one or more areas of emphasis and may enter this program at the beginning of any quarter.

Contacts: Diana Holz, ext. 4334 Leslie Kessler, ext. 4555
dholz@greenriver.edu lkessler@greenriver.edu

Dept./No.	Course Title	Credits
# B A 145 or Bus E 110	Business Computation or Business Math Applications or any Acomp 100 or Math course 100 or above	3-5
# Comm 101 or Comm 110	Basic Speech Communication or Interpersonal Communication	5
ECE 101	Introduction to Early Childhood Education	5
# ECE 103	Early Childhood Education Practicum 1	3
# ECE 104	Early Childhood Education Practicum 2	3
ECE 175	Music & Movement Activities	3
ECE 205	Learning Environments	3
# ECE 214	Early Childhood Education Practicum 3	3
# ECE 215	Early Childhood Education Practicum 4	3
ECE 225	Early Identification/Intervention, Birth to Five	3
ECE 235	Interaction Skills	3
ECE 250	Early Childhood Education Practicum	5
Edec 102	Computers in Education	3
Edec 110 or Edec 110.1 and Edec 110.2	Child Development or Child Development and Child Development	5
Edec 115	Issues & Trends	3
Edec 130	Guidance & Discipline	3
Edec 140	Health, Safety & Nutrition	3
Edec 150	Multicultural Language Arts P-3	3
Edec 155	Exploring Science & Math P-3	5
Edec 160	Art for Children	3
Edec 200	Curriculum Development in Literacy	2
Edec 243	Creative Teaching of the Young Child	5
Edu 240	Multicultural/Anti-Bias Issues in Education	3-5
# Engl 110	College Writing	5

Electives or Areas of Specialization 15
Any ECE, Edec, or Edu class numbered 100 or above. Students wishing to specialize in Montessori Education may take the Montessori practicum: ECE 181, 182, and 265 instead of ECE 103-104, and 214 and 215 for a total of 12 credits. Any combination of 181, 182, 265, 103, 104, 210, 214, 215, and Edu 210 may be taken to satisfy practicum classes for this degree. Edu 210 may substitute for 103 and 104 (6 credits of practicum), or may be used as an elective.

Satisfies related instruction requirements.

Early Childhood Education**Certificate of Proficiency
44 Credits**

The Early Childhood Education certificate is primarily for students wishing to study young children. It can be used as entry-level training or as a specialization in areas of infant/toddler care, preschool, before and after school care, or center management.

Contacts: Diana Holz, ext. 4334 Leslie Kessler, ext. 4555
dholz@greenriver.edu lkessler@greenriver.edu

Dept./No.	Course Title	Credits
Students must choose from the following courses to total 44 credits:		
ECE 101	Introduction to Early Childhood Education	5
# ECE 103	Early Childhood Education Practicum 1	3
# ECE 104	Early Childhood Education Practicum 2	3
Edec 102	Computers in Education	3
Edec 110 or Edec 110.1 and Edec 110.2	Child Development or Child Development and Child Development	5
Edec 130	Guidance & Discipline	3
Edec 140	Health, Safety & Nutrition	3
Edu 240	Multicultural/Anti Bias Issues in Education	3-5

Electives or Areas of Specialization 14-16

Any ECE, Edec or Edu class numbered 100 or above

Areas of Specialization include:

- Child Development Associates (CDA)
- Montessori Teaching
- Infant/Toddler Care Giving
- Center Management
- School-age Programs
- Family Child Care

**Early Childhood Education—
Early Childhood Assistant Teacher****Certificate of Proficiency
27 Credits**

The Early Childhood Assistant training is an introduction to early learning including methods of interacting with young children in the areas of art, music and movement. It prepares students to assume the role of a teacher's aide. Students are trained in the basic child care techniques of child development, health and safety, and guidance and discipline.

Contacts: Diana Holz, ext. 4334 Leslie Kessler, ext. 4555
dholz@greenriver.edu lkessler@greenriver.edu

Dept./No.	Course Title	Credits
ECE 100	Basic STARS Training	2
ECE 101	Introduction to Early Childhood Education	5
ECE 103	Early Childhood Education Practicum 1	3
ECE 175	Music & Movement Activities	3
Edec 110 or Edec 110.1 and Edec 110.2	Child Development or Child Development and Child Development	5
Edec 130	Guidance & Discipline	3
Edec 140	Health, Safety & Nutrition	3
Edec 160	Art for Children	3

Professional Technical • Early Childhood Education

**Early Childhood Education–
Child Development Associate Preparation**

**Certificate of Proficiency
12 Credits**

Students who successfully complete this certificate with a minimum grade of 2.0 in each class are eligible to apply to take the CDA examination, which leads to a nationally recognized CDA credential. The Child Development Associate (CDA) National Credentialing Program focuses on the skills of early care and education professionals. It is designed to provide performance-based training, assessment, and credentialing of childcare staff, home visitors, and family child care providers.

Contacts: Diana Holz, ext. 4334 Leslie Kessler, ext. 4555
dholz@greenriver.edu lkessler@greenriver.edu

Dept./No.	Course Title	Credits
ECE 120	Introduction to Child Development Associate	3
ECE 190	CDA Course Content	3
ECE 200	CDA Work Ethics	3
ECE 260	CDA Resource File	3

**Early Childhood Education–
Instructional Aide**

**Certificate of Proficiency
43-44 Credits**

This certificate program prepares students for positions in both public and private school classrooms. Based on the Washington State Paraeducator standards, the certificate provides students training needed to work as effective members of instructional teams. Core competencies covered in this program prepare instructional aides to effectively support and extend instruction and services, thereby increasing student learning. These core competencies revolve around the areas of instructional strategies, behavior management, and human growth and development. The coursework is offered partially online as well as in the classroom, drawing on the expertise of local professionals and schools..

Contacts: Diana Holz, ext. 4334 Leslie Kessler, ext. 4555
dholz@greenriver.edu lkessler@greenriver.edu

Dept./No.	Course Title	Credits
Students must choose from the following courses to total 43-44 credits:		
ECE 101 or	Introduction to Early Childhood Education or	
Edu 170	Introduction to Education	5
Edec 102	Computers in Education	3
Edec 110 or	Child Development or	(5)
Edec 110.1 and	Child Development and	(3)
Edec 110.2	Child Development	(2) 5
Edec 130	Guidance & Discipline	3
Edec 140	Health, Safety & Nutrition	3
Edec 160	Art for Children	3
Edec 190	The Role of the Paraeducator	2
Edec 193	The Exceptional Child	3
Edec 194	Special Topics	1-2
Edec 195	Special Topics–Alcohol & Drug Awareness	1
Edec 196	Special Topics–Test Administration & Scoring	1
Edec 200	Curriculum Development in Literacy	2

Edec 293	Issues of Child Abuse	2
Edu 210	Assisting Practicum	6
Edu 240	Multicultural/Anti-Bias Practices in Education	3-5

**Early Childhood Education–
Paraeducator**

**Associate in Applied Arts Degree
106-108 Credits**

Paraeducators are a valuable asset for teachers in providing support and assistance in instruction and other direct services to students, and in helping to ensure a positive, safe, and supportive learning community. Based on the Washington State Paraeducator standards, the program provides students with the training needed to work as effective members of instructional teams. Core competencies covered in this program prepare paraeducators to effectively support and extend instruction and services, thereby increasing student learning. These core competencies revolve around the areas of instructional strategies, behavior management, and human growth and development. The coursework is offered partially online as well as in the classroom, drawing on the expertise of local professionals and schools.

Through advising, students can match his/her practicum placements and a portion of his/her course work to Early Childhood, Elementary or Secondary Education with an emphasis in Special Education, ESOL classrooms, and other specialized populations.

This is a dual-purpose degree program that is intended to prepare students for employment as paraeducators with transfer options to specific baccalaureate degree programs.* Students who wish to explore other transfer options in Teacher Education should contact Project TEACH, a pre-service teacher preparation program designed to provide future teachers with a seamless pathway to a teaching career through partnership with local schools. Project TEACH provides classes designed specifically for future K-12 teachers.

Contacts: Diana Holz, ext. 4334 Leslie Kessler, ext. 4555
dholz@greenriver.edu lkessler@greenriver.edu

Dept./No.	Course Title	Credits
Basic Skills		
# Engl 110 and	College Writing and	(5) 10
# Math 102 or	Pre-Calculus 1 or	(5)
Math 107 or	Contemporary Mathematics or	(5)
Math 156 or	Finite Mathematics for Business & Social Science or	(5)
Math 157 or	Calculus for Business & Social Science or	(5)
Math 170	Number Theory for Elementary Teachers	(5)
Humanities/Fine Arts		
Art 100	Introduction to Art	(5) 15
# Comm 101 or	Basic Speech Communication or	(5)
Comm 110	Interpersonal Communication	(5)
Music 100	Music Survey	(5)
Social Science		
Anthr 100 or	Introduction to Anthropology or	(5) 15
Anthr 202	Principles of Sociocultural Anthropology	(5)
Psych 100	General Psychology	(5)
Soc 110	Survey of Sociology	(5)

Professional Tech

Professional Technical • Early Childhood Education • Forensic Technology

Natural Science		10
Biol 100	Introduction to Biology	(5)
Geol 101	Physical Geology	(5)
Health Education		3
HI Ed 150	Total Wellness	(3)
Program Core		53-55
ECE 101 or	Introduction to Early Childhood Education or	
Edu 170	Introduction to Education	(5)
Edec 102	Computers in Education	(3)
Edec 110	Child Development	(5)
Edec 130	Guidance & Discipline	(3)
Edec 140	Health, Safety & Nutrition	(3)
Edec 160	Art for Children	(3)
Edec 190	The Role of the Paraeducator	(2)
Edec 193	The Exceptional Child	(3)
Edec 194	Special Topics	(1)
Edec 195	Special Topics: Alcohol & Drug Awareness	(1)
Edec 196	Special Topics: Test Administration & Scoring	(1)
Edec 200	Curriculum Development in Literacy	(2)
Edec 245	Challenging Behaviors in Young Children	(2)
Edec 293	Issues of Child Abuse	(2)
Edec 294	Special Topics: Supervision & Staff Management	(3)
Edec 295	Special Topics: Children's Theatre	(5)
# Edu 210	Assisting Practicum	(6)
Edu 240	Multicultural/Anti-Bias Issues in Education	(3-5)

Satisfies related instruction requirements.

Some courses may have prerequisites. See course catalog for descriptions.

* You must consult with an appropriate advisor to obtain information on specific requirements of the receiving baccalaureate institution.

Early Childhood Education— Montessori Teaching

Certificate of Proficiency 34 Credits

This certificate program prepares students for careers as Montessori teachers of children ages 3-6. It is also appropriate for those who wish to integrate Montessori teaching practices in their traditional classrooms. Instruction is based on the philosophy and method of Dr. Maria Montessori who developed a set of learning materials that focused on sequential steps of learning. The comprehensive curriculum and philosophy provides the student with a solid foundation in child development and instructional practices. The course of study includes hands-on practice with a full range of Montessori apparatus in the areas of practical life, sensorial, and academic subjects.

Students who complete the Montessori Teaching Certificate are encouraged to transfer their credits into the Associate in Applied Arts Degree for Early Childhood Education.

Contacts: Diana Holz, ext. 4334 Leslie Kessler, ext. 4555
dholz@greenriver.edu lkessler@greenriver.edu

Dept./No.	Course Title	Credits
Students must choose from the following courses to total 34 credits:		
ECE 181	Montessori Practicum 1	4
ECE 182	Montessori Practicum 2	4
ECE 211	Introduction to Montessori	4
ECE 212	Montessori 2	4
ECE 213	Montessori 3	4
ECE 265	Supervised Montessori Teaching	4
Edec 110	Child Development	5
Edec 294	Special Topics: Montessori	5

Forensic Technology

Associate in Applied Science Degree 113-114 Credits

This program answers the need for trained individuals who wish to gain employment in areas such as police support, crime scene investigations, fingerprint and trace evidence examination. Forensics or criminalistics is concerned with the recognition, identification, individualization, and evaluation of physical evidence using the methods of the natural sciences. Some of the major areas of this specialty include: forensic medicine, toxicology, serology, anthropology, odontology, trace evidence (hair, fibers, glass, etc.), documentary evidence, ballistics, explosives, accelerates, and fingerprint examination.

This degree will help prepare students to enter the field of criminalistics or to transfer to a four-year institution to continue their education. Those interested in transferring to a four-year institution should consider this degree as it also satisfies the requirement of the Associate in Arts degree.

Contact: Maggie Whetsel, ext. 4389
mwhetsel@greenriver.edu
forensic-tech@greenriver.edu

Dept./No.	Course Title	Credits
AP 103	Essentials of Human Anatomy-Physiology 1	5
AP 104	Essentials of Human Anatomy-Physiology 2	5
Anthr 201	Principles of Biological Anthropology	5
Biol 100	Introductory Biology	5
# Comm 101	Basic Speech Communication	5
# Comm 110	Interpersonal Communication	5
# Engl 110	College Writing	5
Engl 111 or	Writing: Humanities or	
Engl 112 or	Writing: Social Science & Business or	
Engl 113	Research Writing: Science, Engineering & Business	5
# Math 107	Contemporary Mathematics or any college level math class	5
P E 101 or	Physical Fitness Lab or	
P E 102 or	Jogging or	
P E 103 or	Total Physical Fitness or	
P E 111 or	Aerobic Walking or	
P E 131 or	Weight Training or	
P E 149 or	CORE Training for Health or	
P E 160 or	Exercise & Nutrition or	
P E 165	Exercise & Health	2-3
P E 113	Group Dynamics Activities	1
Phil 115 or	Reasoning in Everyday Life or	
Phil 160	Introduction to the Philosophy of Science	5
Photo 101	Beginning Black & White Photography	5
Photo 104	Beginning Digital Photography	5
Psych 100	General Psychology	5
Psych 250	Abnormal Psychology	5

Professional Technical • Forensic Technology • Geographic Information Systems

Required core classes: (25 credits)

Anthr 265	Forensic Anthropology	5
CRJ 100	Introduction to Criminal Justice	5
CRJ 115	Fingerprint Science	5
CRJ 200	Individual Rights in Criminal Justice	5
CRJ 205 or CRJ 255	Criminal Evidence or Forensics: An Introduction to Criminalistics	5

Electives, select any three classes (15 credits maximum) 15

Bus E 140	Records Management	(5)
Bus E 250	Office Administration	(5)
CRJ 177	Cooperative Education	(5)
CRJ 200	Individual Rights in Criminal Justice	(5)
CRJ 215	Survey of Criminology	(5)
CRJ 220	Multicultural Diversity in Criminal Justice	(5)
CRJ 225	Criminal Law	(5)
CRJ 230	Corrections	(5)
CRJ 235	Probation & Parole (Community Corrections)	(5)
CRJ 240	Community-Oriented Policing	(5)
CRJ 294	Special Topics: Criminal Justice	(5)
CRJ 299	Independent Study-Criminal Justice	(5)
Psych 209	Fundamentals of Psychological Research	(5)
Soc 245	Juvenile Delinquency	(5)

Satisfies related instruction requirements.

Note: Students must attain a grade of 2.0 or above in all CRJ classes.

Forensic Technology– Forensic & Fingerprint Technology

Certificate of Proficiency 40 Credits

This certificate program can be completed in two quarters and includes training in the new Automatic Fingerprint Identification System (AFIS), classification, evidence presentation, court testimony preparation and basic job skill preparation.

Contact: Maggie Whetsel, ext. 4389
mwhetsel@greenriver.edu
forensic-tech@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 140	Records Management	5
Bus E 250	Office Administration	5
CRJ 100	Introduction to Criminal Justice	5
CRJ 115	Fingerprint Science	5
CRJ 200	Individual Rights in Criminal Justice	5
CRJ 205 or CRJ 255	Criminal Evidence or Forensics Science: An Introduction to Criminalistics	5
Engl 110	College Writing	5
Photo 104	Beginning Digital Photography	5

To enhance the student's preparation for future employment, the following are recommended:

Bus E 100	Fundamentals of Microcomputers	5
CRJ 177-179	Cooperative Education	1-5
Coop 171	Work Experience Seminar	1

Note: Students must attain a grade of 2.0 or above in all classes.

Geographic Information Systems

Associate in Applied Science Degree 101 Credits

Geographic Information Systems (GIS) are software applications designed to support decision-making, site-selection, spatial analysis and cartography (map making). This technology is widely used by industry and government to support applications such as urban growth management, natural resources/conservation and utilities management. The Geographic Information Systems program prepares students for employment as GIS technicians and analysts. Graduates are employed by a wide variety of government agencies, utilities, and private businesses that operate and maintain GIS facilities.

Green River offers students two programs to reach various career goals.

Students may enroll in:

- A program that results in an Associate in Applied Science degree
- A GIS certificate program

Contact: Jeff McCauley, ext. 4326
jmccauley@greenriver.edu

Dept./No.	Course Title	Credits
-----------	--------------	---------

Core Requirements:

GIS 101	Careers in Geographic Information Systems	2
GIS 177-179	GIS Work Experience	8
GIS 201	Introduction to ArcGIS	7
GIS 202	ArcGIS Applications 1	7
GIS 203	ArcGIS Applications 2	7
GIS 220	ArcGIS Extensions	3
GIS 250	Spatial Database Design	3
GIS 255	Programming ArcGIS 1	4
GIS 256	Programming ArcGIS 2	4
GIS 260	Introduction to Cartography	5

Additional Program Requirements:

Coop 171 or Natsr 290	Work Experience Seminar or Internship Seminar	1
Geog 100	Introduction to Geography	5
Geog 120 or Natsr 270	Introduction to Physical Geography or Stream & Wetland Ecology	5
Natsr 117	Aerial Photography Uses & Ground-Based Mapping	2

Related Instructions Requirements:

# Behsc 103	Interpersonal Relations	5
# Comm 101 or Comm 110	Basic Speech Communication or Interpersonal Communication	5
# Engl 102 or Engl 110 or Engl 113	Practical College Writing or College Writing or Research Writing: Science, Engineering & Business	5
# Math 102 or Math 116T or Math 156	Pre-Calculus 1 or Technical Math 2 or Finite Math for Business & Social Science	5

Electives: Select at least 18 credits from the following courses:

Anthr 100	Introduction to Anthropology	5
Anthr 203	Principles of Archaeology	5
Art 109	Beginning Design	5
Art 110	Intermediate Design & Color	5
Art 120	Introduction to Graphic Design	5
Avia 123	Aviation Weather	5
Avia 209	International Flight Planning & ETOPS	5
Bus E 185	Introduction to Microsoft Access	4

Professional Tech

Professional Technical • Geographic Information Systems • Health Services Paraprofessional

D T 110	Introduction to AutoCAD	4
D T 125	Civil Drafting 1	5
Econ 100	Economic Principles & Applications	5
Env S 204	Natural Science & the Environment	5
G E 142	C++ Programming	5
Geog 120	Introduction to Physical Geography	5
Geol 101	Physical Geology	5
Geol 200	Geology of National Parks	5
IT 102	Program Design	5
IT 121	Introduction to HTML	5
IT 201	Fundamental Database Design	5
IT 220	Advanced Visual Basic	5
IT 265	Structured Query Language	5
IT 270	Advanced Database Applications with VBA	5
Math 256	Statistics for Business & Social Science	5
Natrs 100	Introduction to Natural Resources	5
Natrs 161	Wildlife Habitat Management	5
Natrs 180	Natural Resources Measurement	5
Natrs 181	Forest Navigation & Mapping	8
Natrs 182	Aerial Photo Interpretation & Remote Sensing	5
Natrs 197	Wildland Recreation	3
Natrs 270	Stream & Wetland Ecology	5
Phys 101	Concepts of our Physical World	5

Satisfies related instruction requirements.

Geographic Information Systems**Certificate of Proficiency
44 Credits**

This certificate program is an intensive 9-12 month program. It is designed for those professionals wishing to enhance their current employment by obtaining GIS skills, or by those pursuing GIS careers in government, industry, utilities, planning, municipal services, health or business. This program accepts new students each fall quarter. Students with previous GIS training and/or experience may be admitted beginning in winter or spring quarter.

Contact: Jeff McCauley, ext. 4326
jmccauley@greenriver.edu

Dept./No.	Course Title	Credits
Fall Quarter		
GIS 101	Careers in Geographic Information Systems	2
GIS 201	Introduction to ArcGIS	7
GIS 260	Introduction to Cartography	5
Natrs 117	Aerial Photo & Ground-Based Mapping	2
Winter Quarter		
GIS 202	ArcGIS Applications I	7
GIS 250	Spatial Database Design	3
GIS 255	Programming ArcGIS I	4
Spring Quarter		
GIS 203	ArcGIS Applications 2	7
GIS 220	ArcGIS Extensions	3
GIS 256	Programming ArcGIS 2	4

To enhance student's preparation for employment, an internship is highly recommended:

GIS 177-179	GIS Work Experience	8
Coop 171	Work Experience Seminar	1

Note: Students must attain a grade of 2.0 or higher in all classes.

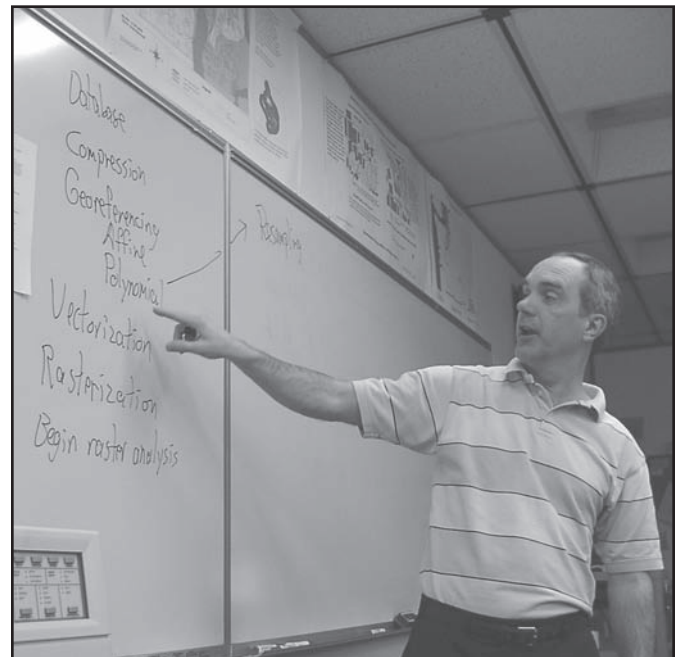
Health Services Paraprofessional**Certificate of Proficiency
12 Credits**

This certificate will prepare students for employment in a variety of entry-level healthcare provider and human services positions. Job titles include: Assisted Living Resident Support Staff; Job Coach/Supervisor; Activities Aide/Assistant; Case Manager; Paraeducator; Family and Community Resource Coordinator; Home Health Aide; Group Home Worker; Therapy Aide; Teen Program Coordinator; Recreation/Playground Assistant and Special Needs Consumer Advocate. In addition to receiving instruction through a lecture/lab format, students will receive job site supervised practical experience. Students will receive help with resume preparation and the job application process.

This certificate does not qualify for financial aid or V.A. funding.

Contact: Kent Campus, (253) 856-9595

Dept./No.	Course Title	Credits
Fall Quarter:		
H Hsc 100	Basic Professional Skills for Health Care Providers	3
H Hsc 101	Health Care Skills & Procedures	4
H Hsc 102	Physical Management & Self Care Skills	4
H Hsc 103	Health Services Job Skills Practicum	1



Professional Technical • Information Technology

Information Technology– Information Assurance

Associate in Applied Science Degree 115-120 Credits

This degree prepares graduates for employment in the information technology field as computer security specialists and information assurance technicians.

Information assurance is one of the fastest growing and most challenging specialty areas in information technology. Computer security specialists and information assurance technicians educate end users about security; implement security configurations, including hardening servers and client computers; monitor the network for attempted and actual security breaches; and respond to attacks.

Students in this degree program receive foundational training in a broad range of networking and computer systems administration subjects, resulting in a balanced, well-rounded knowledge of information technology. Students also complete four courses on key information assurance and network security topics: Introduction to Network Security, Information Assurance, Designing and Implementing Security, and Implementing and Securing Wireless Networks. In addition to these specialized courses, students learn key interpersonal communication skills sought by employers and complete a minimum of 90 hours of information assurance-related work experience.

Contacts: Alan Carter, ext. 4630 Gus Gomez, ext. 4309
acarter@greenriver.edu ggomez@greenriver.edu

Dept./No.	Course Title	Credits
General Education Requirements:		
B A 101	Business, Government & Society	5
# Comm 101 or	Basic Speech Communication or	
Comm 110 or	Interpersonal Communication or	
Comm 234	Small Group Leadership & Discussion	5
# Engl 110	College Writing	5
Engl 113	Research Writing: Science, Engineering & Business	5
# Math 102 or	Pre-Calculus 1 or	
Math 107 or	Contemporary Mathematics or	
Math 156 or	Finite Mathematics for Business & Social Science or	
	Achieve a COMPASS score for eligibility for Math 104 or higher	0-5
Core Requirements:		
* Keyboarding	30 wpm (5 minute-typing test administered by Business Education department)	
Bus E 266	Inside Microsoft Office	5
IT 101	Introduction to Computer Science	5
IT 110	PC Support Technician 1	5
IT 115	PC Support Technician 2	5
IT 130	Introduction to Networking	5
IT 135	Introduction to Network Security	5
# IT 140	Customer Service for IT Professionals	4
IT 160	Microsoft Windows (Current version) Server Implementation	5
IT 190	Linux Administration	5
IT 179	Network Security Work Experience	3
IT 201 or	Fundamental Database Design or	
IT 205	Database Theory	5

IT 215	Information Assurance	5
IT 225 or	Shell Scripting for Windows or	
IT102 or	Program Design or	
IT 121	Introduction to HTML	5
IT 230	User Support	5
IT 240	Manage Microsoft Windows (Current version) Network Environment	5
IT 245	Implementing & Administering Directory Services	5
IT 280	Designing & Implementing Security	5
IT 285	Implementing & Securing Wireless Networks	5
IT 295	Information Technology Project Management	5

Practical Experience

Three credits from the following courses: **3**

IT 175	Student Assistant	(1-2)
IT 178	Help Desk Work Experience	(1-3)

Satisfies related instruction requirements.

* Keyboarding/typing skills may be demonstrated by passing a 5-minute typing test (administered by the Business Education department) at 30 wpm with 5 or less errors using the proper typing techniques.

Information Technology– Networking

Associate in Applied Science Degree 115-120 Credits

This degree program prepares students for entry-level employment in a variety of IT positions, such as: PC repair technician, help-desk technician, technical support specialist, network technician, and network or computer systems administrator.

Students receive foundational training in a broad range of networking and computer systems administration subjects, resulting in a balanced, well-rounded knowledge of information technology. Students also complete four courses on key networking topics: Introduction to Networking, Managing Cisco Routers and Switches, Managing a Microsoft Windows Network Environment, and Implementing and Securing Wireless Networks (or Implementing and Managing Microsoft Exchange). In addition to these specialized courses, students learn key interpersonal communication skills sought by employers and complete a minimum of 90 hours of network management-related work experience.

Help-desk technicians troubleshoot hardware, software, and operating system problems reported by end users, often over the telephone. Technical support specialists install, configure, update, troubleshoot, and repair computer hardware, software, operating systems, and peripheral devices. Network technicians and administrators install, support, and maintain an organization's network infrastructure. They also troubleshoot problems and monitor the network to ensure that performance and availability standards are met. Systems administrators install, support, and maintain an organization's network servers and directory services infrastructure.

Contacts: Alan Carter, ext. 4630 Gus Gomez, ext. 4309
acarter@greenriver.edu ggomez@greenriver.edu

Professional Technical • Information Technology • IT Basics • IT Help Desk Support Technician

Dept./No.	Course Title	Credits
General Education Requirements:		
B A 101	Business, Government & Society	5
# Comm 101 or Comm 110 or Comm 234	Basic Speech Communication or Interpersonal Communication or Small Group Leadership & Discussion	5
# Engl 110	College Writing	5
Engl 113	Research Writing: Science, Engineering & Business	5
# Math 102 or Math 107 or Math 156 or	Pre-Calculus 1 or Contemporary Mathematics or Finite Mathematics for Business & Social Science or Achieve a COMPASS score for eligibility for Math 104 or higher	0-5
Core Requirements:		
* Keyboarding	30 wpm (5 minute-typing test administered by Business Education department)	
Bus E 266	Inside Microsoft Office	5
IT 101	Introduction to Computer Science	5
IT 110	PC Support Technician 1	5
IT 115	PC Support Technician 2	5
IT 130	Introduction to Networking	5
IT 135	Introduction to Network Security	5
# IT 140	Customer Service for IT Professionals	4
IT 160	Microsoft Windows (Current version) Server Implementation	5
IT 181	Network Management Work Experience	3
IT 190	Linux Administration	5
IT 201 or IT 205	Fundamental Database Design or Database Theory	5
IT 210	Managing Cisco Routers & Switches	5
IT 102 or IT 121 or IT 225	Program Design or Introduction to HTML or Shell Scripting for Windows	5
IT 230	User Support	5
IT 240	Manage Microsoft Windows (Current version) Network Environment	5
IT 245	Implementing & Administering Directory Services	5
IT 250 or IT 285	Implement & Manage Microsoft Exchange (Current version) or Implementing & Securing Wireless Networks	5
IT 255	Patch Management	5
IT 295	Information Technology Project Management	5
Practical Experience		
Three credits from the following courses:		3
IT 175	Student Assistant (1-2)	
IT 178	Help Desk Work Experience (1-3)	

Satisfies related instruction requirements.

* Keyboarding/typing skills may be demonstrated by passing a 5-minute typing test at 30 wpm with 5 or less errors using the proper typing techniques administered by the Business Education department.

IT Basics

Certificate of Proficiency 22 Credits

This certificate program prepares students for entry-level employment in the information technology industry as a computer service technician.

Computer service technicians, also called PC hardware technicians, install and configure hardware, operating systems, and applications on computers. They also diagnose and repair or resolve computer hardware

and software problems, and perform preventive maintenance and basic networking tasks. They may also work on keyboards, monitors, printers, and mice.

This certificate program provides students with a broad introduction to computer science topics, such as operating systems, Microsoft Office applications, networking, and the Internet. The program has a strong emphasis on PC technical support, and includes hands-on training on hardware and software troubleshooting. In addition to technical knowledge and skills, this program teaches key customer service skills sought by employers. Students in this program also gain real-world help desk work experience.

Contacts: Alan Carter, ext. 4630 Gus Gomez, ext. 4309
acarter@greenriver.edu ggomez@greenriver.edu

Dept./No.	Course Title	Credits
IT 101	Introduction to Computer Science	5
IT 110	PC Support Technician 1	5
IT 115	PC Support Technician 2	5
IT 140	Customer Service for IT Professionals	4
IT 178	Help Desk Work Experience	3

IT Help Desk Support Technician

Certificate of Proficiency 42 Credits

This certificate program prepares students for entry-level employment as a help-desk technician or technical support specialist.

Help-desk technicians troubleshoot hardware, software, and operating system problems reported by end users, often over the telephone. Technical support specialists install, configure, update, troubleshoot, and repair computer hardware, software, operating systems, and peripheral devices.

Key topics in this certificate program include PC support, networking, user support, and Microsoft Windows Server or Linux administration. In addition to technical knowledge and skills, this program focuses on the key interpersonal communication skills sought by employers. Students in this program also gain real-world help desk work experience.

Contacts: Alan Carter, ext. 4630 Gus Gomez, ext. 4309
acarter@greenriver.edu ggomez@greenriver.edu

Dept./No.	Course Title	Credits
BUS E 266	Inside Microsoft Office	5
IT 101	Introduction to Computer Science	5
IT 110	PC Support Technician 1	5
IT 115	PC Support Technician 2	5
IT 130	Introduction to Networking	5
IT 140	Customer Service for IT Professionals	4
IT 160 or IT 190	Microsoft Windows (Current version) Server Implementation or Linux Administration	5
IT 178	Help Desk Work Experience	3
IT 230	User Support	5

Professional Technical • IT Information Assurance Technician • IT Network Technician

IT Information Assurance Technician**Certificate
52-57credits**

This certificate program prepares students for entry-level employment as a computer security specialist or information assurance technician. It is also useful for established IT professionals who want to add the information assurance specialty to their credentials.

Information assurance is one of the fastest growing and most challenging specialty areas in information technology. Computer security specialists and information assurance technicians educate end users about security; implement security configurations, including hardening servers and client computers; monitor the network for attempted and actual security breaches; and respond to attacks.

Key topics in this certificate program include networking, network security, information assurance, and securing wireless networks. Students in this program also gain real-world network security work experience.

Contacts: Alan Carter, ext. 4630 Gus Gomez, ext. 4309
acarter@greenriver.edu ggomez@greenriver.edu

Dept./No.	Course Title	Credits
# Comm 101 or Comm 110 or Comm 234	Basic Speech Communication or Interpersonal Communication or Small Group Leadership & Discussion	5
# Engl 110	College Writing	5
IT 130	Introduction to Networking	5
IT 135	Introduction to Network Security	5
# IT 140	Customer Service for IT Professionals	4
IT 160	Microsoft Windows (Current version) Server Implementation	5
IT 179	Network Security Work Experience	3
IT 215	Information Assurance	5
IT 240 or	Manage MS Windows (Current version) Network Environment or	5
IT 190	Linux Administration	5
IT 280	Designing & Implementing Network Security	5
IT 285	Implementing & Securing Wireless Networks	5
# Math 102 or Math 107 or Math 156	Pre-Calculus 1 or Contemporary Mathematics or Finite Mathematics for Business & Social Science or Achieve a COMPASS score for eligibility for Math 104 or higher	0-5

Satisfies related instruction requirements.

IT Network Technician**Certificate
52-57 Credits**

This certificate program prepares students for entry-level employment as a network technician or systems administrator. It is also useful for established IT professionals who want to add the network technician specialty to their credentials.

Network technicians install, support, and maintain an organization's network infrastructure. They also troubleshoot problems and monitor the network to ensure that performance and availability standards are met. In addition, systems administrators may plan and implement network security.

Key topics in this certificate program include networking, network security, managing Cisco routers and switches, administering Microsoft Windows Directory Services, and implementing and securing wireless networks. Students in this program also gain real-world network management work experience.

Contacts: Alan Carter, ext. 4630 Gus Gomez, ext. 4309
acarter@greenriver.edu ggomez@greenriver.edu

Dept./No.	Course Title	Credits
# Comm 101 or Comm 110 or Comm 234	Basic Speech Communication or Interpersonal Communication or Small Group Leadership & Discussion	5
# Engl 110	College Writing	5
IT 130	Introduction to Networking	5
IT 135	Introduction to Network Security	5
# IT 140	Customer Service for IT Professionals	4
IT 160	Microsoft Windows (Current version) Server Implementation	5
IT 181	Network Management Work Experience	3
IT 210	Managing Cisco Routers & Switches	5
IT 240	Manage Microsoft Windows (Current version) Network Environment	5
IT 245	Implementing & Administering Directory Services	5
IT 250 or	Implement & Manage Microsoft Exchange (Current version) or	5
IT 285	Implementing & Securing Wireless Networks	5
# Math 102 or Math 107 or Math 156	Pre-Calculus 1 or Contemporary Mathematics or Finite Mathematics for Business & Social Science or Achieve a COMPASS score for eligibility for Math 104 or higher	0-5

Satisfies related instruction requirements.

Professional Technical • Legal Administrative Assistant • Manufacturing Technology

Legal Administrative Assistant

Associate in Applied Arts Degree 96-103 Credits

This degree program provides students an opportunity to develop essential business skills in their area of interest as well as to offer a comprehensive general education. Placement in courses depends on prior education and experience. Students in this program must complete all required Bus E classes with a grade of 2.0 or higher. This program meets the college's related instruction requirements for the Associate in Applied Arts degree. Students may enter this program at the beginning of any quarter.

Contact: Joyce Strain, ext. 4385
jstrain@greenriver.edu

Dept./No.	Course Title	Credits
Lifetime Fitness/Wellness/Activity	Any course under the AA degree Lifetime Fitness/Wellness/Activity area in page 50	1+
B A 200 or B A 205	Introduction to Law & Commerce or Business Law	5
Bus E 100	Fundamentals of Microcomputers	5
* Bus E 101	Beginning Typing/Keyboarding	5
* Bus E 102	Intermediate Keyboarding	5
Bus E 103	Advanced Keyboarding	5
Bus E 109	Legal Terminology	3
# Bus E 110	Business Math Applications	5
Bus E 112	Beginning Word	5
Bus E 121	Legal Machine Transcription 1	5
Bus E 129	Legal Machine Transcription 2	5
# Bus E 130	Business Correspondence	5
Bus E 132	Business Communication Applications	5
Bus E 140	Records Management	5
Bus E 150	Introduction to Windows	5
Bus E 177 and Coop 171	Business Education Work Experience and Work Experience Seminar	3-5
Bus E 201	Legal Production Keyboarding	5
Bus E 235	Legal Office Procedures	4
# Bus E 250	Office Administration	5
Bus E 266	Inside Microsoft Office	5
# Comm 100 or Comm 101 or Comm 110	Fundamentals of Oral Communication or Basic Speech Communication or Interpersonal Communication	5
Reading	Eligible for Read 104 (as determined by the appropriate COMPASS score) or completion of Read 094	0-5

To enhance the student's preparation for future employment, we recommend the following:

B A 101 or Bus 164	Business, Government & Society or Business Principles	5
B A 200 or B A 205	Introduction to Law & Commerce or Business Law	5
Behsc 190	Stress Management	5
Bus 166	Human Resources & Work Readiness	5
Bus E 090 or B A 110 or B A 210	Office Accounting or Practical Financial Accounting or Financial Accounting 1	5
Bus E 107 and/or Bus E 108	Typing Speed & Accuracy 1 and/or Typing Speed & Accuracy 2	4-8
Bus E 111	Personal Computing	3
° Bus E 115	Professional Image Building	1

Bus E 119 or Bus E 119.1-119.7	MOS Core & Expert Certification Preparation or Prep Tests: Microsoft Access, Excel, PowerPoint or Word	1-7
Bus E 162 or Bus E 163	Introduction to Excel or Advanced Excel	5
Bus E 175	Instructor Assistant	1-5
† Bus E 178-179	Business Education Work Experience	2-10
Bus E 184	Internet & Basic Web Design	5
Bus E 185	Introduction to Microsoft Access	5
Bus E 214	Introduction to Information Security	5
Bus E 255	Advanced Word	5
Engl 105	Grammar & Usage	5
Psych 100	General Psychology	5
Soc 110	Survey of Sociology	5

* Credit by advanced placement may be granted in typing/keyboarding after departmental review of prior training.

† Students may earn up to 10 credits through Co-op classes. # Satisfies related instruction requirements.

° Qualifies as AAA and AA-DTA activity credit

Note: Students may choose the advanced computer applications course as an alternative to the introductory application course requirement such as Bus E 255 in place of Bus E 112.

Manufacturing Technology

Associate in Applied Science Degree 108 Credits

This degree program prepares students for employment in the metalworking industry.

A graduate of the program will be able to perform simple layout, work from planned sequence of operations, and set up and operate conventional machine tools with a minimum of supervision. More advanced students will have proficiencies in areas of Computerized Numerical Control (C.N.C.) programming and machine operations.

Credit for hours of training is usually granted to those entering an approved apprenticeship program. Entry into the program at any time is possible on a space-available basis with instructor's permission.

Suggested first quarter classes for beginning Manufacturing Technology students are:

- Mach 101
- Acomp 100T
- Mach 167 - Blueprint Reading

Note: Students whose primary language is not English must pass ESOL Level 3 before enrolling in the Manufacturing Technology Program.

Contacts: Charles Lenegar, ext. 4237
clenegar@greenriver.edu
Tom Tagliente, ext. 4228
ttagliente@greenriver.edu
Paul Mueller, ext. 2635
pmueller@greenriver.edu

Dept./No.	Course Title	Credits
# Acomp 100T	Computation for the Trades	5
# Behsc 103 or Behsc 190 or Bus 166	Interpersonal Relations or Stress Management or Human Relations & Work Readiness	5
# Comm 100 or Comm 101 or Comm 110	Fundamentals of Oral Communication or Basic Speech Communication or Interpersonal Communication	5

Professional Technical • Manufacturing Technology • Medical Office Assistant

# Engl 102 or Engl 110 or Engl 111 or Engl 112 or Engl 113	Practical College Writing or College Writing or Writing: Humanities or Writing: Social Sciences or Research Writing: Science, Engineering & Business	5
Indus 102.1	Welding Survey 1	3
I E 189	Basic Metallurgy	4
Mach 101	Beginning Machining	13
Mach 102	Intermediate Machining	13
Mach 103	Advanced Machining	13
Mach 104	Precision Machining	13
Mach 105	Beginning CNC	13
Mach 167	Blueprint Reading-Machine Shop	3

Select 13 credits from the following options: 13

Option 1

Mach 106 or Mach 178 and Coop 171	Intermediate CNC or CNC Machine Work Experience and Work Experience Seminar	(13) (12) (1)
---	---	---------------------

Option 2

Mach 109 or Mach 177 and Coop 171	Special Machining Practice or Conventional Machine Work Experience and Work Experience Seminar	(13) (12) (1)
---	---	---------------------

To enhance the student's preparation for future employment, we recommend the following:

Bus E 111	Personal Computing	3
-----------	--------------------	---

Satisfies related instruction requirements.

† Students are allowed to substitute Mach 177 and Coop 171 for Mach 109 or Mach 178 and Coop 171 for Mach 106. This substitution is by faculty permission only.

Manufacturing Technology

Certificate of Proficiency 44 Credits

Contacts: Charles Lenegar, ext. 4237 Tom Tagliente, ext. 4228
 clenegar@greenriver.edu ttagliente@greenriver.edu
 Paul Mueller, ext. 2635
 pmueller@greenriver.edu

Dept./No.	Course Title	Credits
Acomp 100T	Computation for the Trades	5
Mach 101	Beginning Machining	13
Mach 102	Intermediate Machining	13
Mach 103	Advanced Machining	10
Mach 167	Blueprint Reading-Machine Shop	3

Suggested first quarter classes for beginning Machine Technology students are:

Acomp 100T	Computation for the Trades	5
Mach 101	Beginning Machining	13
Mach 167	Blueprint Reading-Machine Shop	3

Medical Office Assistant

Associate in Applied Arts Degree 94-101 Credits

This degree program provides students an opportunity to develop essential business skills in their area of interest as well as to offer a comprehensive general education. Placement in courses depends on the students' prior education and experience. Students in this program must complete all required Bus E classes with a grade of 2.0 or higher. This program meets the college's related instruction requirements for the Associate in Applied Arts degree. Students may enter this program at the beginning of any quarter.

Contact: Joyce Strain, ext 4385
 jstrain@greenriver.edu

Dept./No.	Course Title	Credits
Lifetime Fitness/ Wellness/Activity	Any course under the AA degree Lifetime Fitness/Wellness/Activity area on page 50	1+
AP 100 or AP 102 or AP 103	Survey of Human Anatomy-Physiology or Bringing Anatomy-Physiology to Life or Essentials of Human Anatomy-Physiology 1	5
Bus E 100	Fundamentals of Microcomputers	5
* Bus E 101	Beginning Typing/Keyboarding	5
* Bus E 102	Intermediate Keyboarding	5
Bus E 103	Advanced Keyboarding	5
# Bus E 110	Business Math Applications	5
Bus E 112	Beginning Word	5
Bus E 122	Medical Machine Transcription	5
# Bus E 130	Business Correspondence	5
Bus E 132	Business Communication Applications	5
Bus E 140	Records Management	5
Bus E 145	International Classification of Disease (ICD) Medical Coding	3
Bus E 150	Introduction to Windows	5
Bus E 177 and Coop 171	Business Education Work Experience and Work Experience Seminar	3-5 1
Bus E 202	Medical Production Keyboarding	5
Bus E 245	Medical Office Procedures	4
# Bus E 250	Office Administration	5
Bus E 266	Inside Microsoft Office	5
# Comm 100 or Comm 101 or Comm 110	Fundamentals of Oral Communication or Basic Speech Communication or Interpersonal Communication	5
Engl 108 Reading	Medical Terminology Eligible for Read 104 (as determined by the appropriate COMPASS score) or completion of Read 094	2 0-5

To enhance the student's preparation for future employment, the following electives are recommended:

B A 101 or Bus 164	Business Government & Society or Business Principles	5
Behsc 190	Stress Management	5
Bus 166	Human Resources & Work Readiness	5
Bus E 090 or B A 110 or B A 210	Office Accounting or Practical Financial Accounting or Financial Accounting 1	5
Bus E 107 and/or Bus E 108	Typing Speed & Accuracy 1 and/or Typing Speed & Accuracy 2	4-8
Bus E 111	Personal Computing	3
° Bus E 115	Professional Image Building	1
Bus E 119 or Bus E 119.1-119.7	MOS Core & Expert Certification Preparation or Prep Tests: Microsoft Access, Excel, PowerPoint or Word	1-7

Professional Tech

Professional Technical • Medical Office Assistant • Medical Office Manager • Medical Coding • Medical Transcription Computer

Bus E 123	Advanced Medical Machine Transcription	5
Bus E 146	Current Procedural Terminology (CPT) Medical Coding	3
Bus E 162 or Bus E 163	Introduction to Excel or Advanced Excel	5
Bus E 175	Instructor Assistant	1-5
† Bus E 178-179	Business Education Work Experience	2-10
Bus E 184	Internet & Basic Web Design	5
Bus E 185	Introduction to Microsoft Access	5
Bus E 214	Introduction to Information Security	5
Bus E 255	Advanced Word	5
Engl 105	Grammar & Usage	5
Psych 100	General Psychology	5
Soc 110	Survey of Sociology	5

* Credit by advanced placement may be granted in typing/keyboarding after departmental review of prior training.

† Students may earn up to 10 credits through Cooperative Education classes.

Satisfies related instruction requirements.

° Qualifies as AAA and AA-DTA activity credit.

Note: Students may choose the advanced computer applications course as an alternative to the introductory application course such as Bus E 255 in place of Bus E 112.

Medical Office Manager

Certificate of Proficiency 44 Credits

This certificate program is designed for students who have had previous business experience and will allow them to increase their ability to achieve the goal of medical office manager. Students in this program must complete all required classes with a grade of 2.0 or higher, and some prerequisites may be needed to enter the required classes. Students may enter this program at the beginning of any quarter.

Contacts: Julie Slettvet, ext. 4687 Joyce Strain, ext 4385
jslettvet@greenriver.edu jstrain@greenriver.edu

Dept./No.	Course Title	Credits
B A 110	Practical Financial Accounting	5
Bus 166	Human Resources & Work Readiness	5
Bus E 130	Business Correspondence	5
Bus E 132	Business Communication Applications	5
Bus E 140	Records Management	5
Bus E 245	Medical Office Procedures	4
Bus E 250	Office Administration	5
Bus E 266	Inside Microsoft Office	5
Comm 110	Interpersonal Communication	5

To enhance the student's preparation for future employment, the following electives are recommended:

AP 100 or AP 102	Survey of Human Anatomy-Physiology or Bringing Anatomy-Physiology to Life	5
Bus E 100	Fundamentals of Microcomputers	5
Bus E 110	Business Math Applications	5
Bus E 112	Beginning Word	5
Bus E 122	Medical Machine Transcription	5
Bus E 145	International Classification of Disease (ICD) Medical Coding	3
Bus E 146	Current Procedural Terminology (CPT) Medical Coding	3
Bus E 150	Introduction to Windows	5
Bus E 162	Introduction to Excel	5
Bus E 185	Introduction to Microsoft Access	5

Bus E 214	Introduction to Information Security	5
Bus E 255	Advanced Word	5
Engl 108	Medical Terminology	2

Medical Coding

Certificate of Proficiency 18 Credits

This certificate program provides students an opportunity to develop coding skills to better prepare them to become entry level coders and billers. Students in this program must complete all required classes with a grade of 2.0 or higher and some prerequisites may be needed to enter the required classes. Students may enter this program at the beginning of any quarter.

Contact: Julie Slettvet, ext. 4687
jslettvet@greenriver.edu

Dept./No.	Course Title	Credits
AP 100 or AP 102 or AP 103	Survey of Human Anatomy-Physiology or Bringing Anatomy-Physiology to Life or Essentials of Human Anatomy-Physiology 1	5
Bus E 122	Medical Machine Transcription	5
Bus E 145	International Classification of Disease (ICD) Medical Coding	3
Bus E 146	Current Procedural Terminology (CPT) Medical Coding	3
Engl 108	Medical Terminology	2

To enhance the student's preparation for future employment, the following electives are recommended:

Bus E 090 or B A 110 or B A 210	Office Accounting or Practical Financial Accounting or Financial Accounting 1	5
Bus E 100	Fundamentals of Microcomputers	5
Bus E 102	Intermediate Keyboarding	5
Bus E 111	Personal Computing	3
Bus E 123	Advanced Medical Transcription	5
Bus E 130 or Engl 105	Business Correspondence or Grammar & Usage	5
Bus E 245	Medical Office Procedures	4

Medical Transcription Computer

Certificate of Proficiency 19-20 Credits

This certificate program provides medical transcription students an opportunity to enhance their computer skills. Students must complete all classes with grade of 2.0 or higher.

Contacts: Julie Slettvet, ext. 4687 Joyce Strain, ext 4385
jslettvet@greenriver.edu jstrain@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 132 or Bus E 117 and Bus E 157	Business Communication Applications or Exploring PowerPoint and Introduction to Outlook	4-5
Bus E 150	Introduction to Windows	5
Bus E 214	Introduction to Information Security	5
Bus E 255	Advanced Word	5

Professional Technical • Medical Transcriptionist • Natural Resources

Medical Transcriptionist**Certificate of Proficiency
43 Credits**

This certificate program provides students an opportunity to develop essential medical transcription skills. After completing this program, students will be qualified to secure employment as a medical transcriptionist in an entry-level position. Students in this program must complete all required classes with a grade of 2.0 or higher. Many of these credits may be applied to other Business Education degree programs. Students may enter this program at the beginning of any quarter.

Contact: Joyce Strain, ext 4385
jstrain@greenriver.edu

Dept./No.	Course Title	Credits
* Keyboarding skill demonstrated at 70 wpm during a 5-minute typing with 5 or less errors		
AP 100 or	Survey of Human Anatomy-Physiology or	
AP 102 or	Bringing Anatomy-Physiology to Life or	
AP 103	Essentials of Human Anatomy-Physiology 1	5
Bus E 100	Fundamentals of Microcomputers	5
Bus E 112	Beginning Word	5
Bus E 122	Medical Machine Transcription	5
Bus E 123	Advanced Medical Machine Transcription	5
Bus E 124	Medical Transcription Production	5
Bus E 126	Pharmacology Basics	2
Bus E 245	Medical Office Procedures	4
Bus E 130 or	Business Correspondence or	
Engl 105	Grammar & Usage	5
Engl 108	Medical Terminology	2

To enhance the student's preparation for future employment, the following electives are recommended:

† Bus E 101	Beginning Typing/Keyboarding	5
† Bus E 102	Intermediate Keyboarding	5
* Bus E 107	Typing Speed & Accuracy 1	4
* Bus E 108	Typing Speed & Accuracy 2	4
Bus E 111	Personal Computing	3
Bus E 115	Professional Image Building	1
Bus E 130	Business Correspondence	5
Bus E 132	Business Communication Applications	5
Bus E 145	International Classification of Disease (ICD) Medical Coding	3
Bus E 146	Current Procedural Terminology (CPT) Medical Coding	3
Bus E 150	Introduction to Windows	3
Bus E 177 and	Business Education Work Experience and	5
Coop 171	Work Experience Seminar	1
Bus E 214	Introduction to Information Security	5
Bus E 255	Advanced Word	5
Bus E 266	Inside Microsoft Office	5
Engl 105	Grammar & Usage	5

† Credit by advanced placement may be granted in typing/keyboarding after departmental review of prior training.

* Student unable to meet the minimum typing speed requirement for the certificate may take Bus E 107 and 108 to fulfill the typing test requirement.

Students may choose the advanced computer applications course as an alternative to the introductory application course requirement such as Bus E 255 in place of Bus E 112; Bus E 266 in place of Bus E 100.

An internship opportunity is available to interested students who choose to take Bus E 177 and Coop 171. Thirty hours of work equals 1 credit.

Natural Resources**Associate in Applied Science Degree
119 Credits**

This degree program prepares graduates to work in a variety of outdoor careers. The growing awareness of water quality, wetland protection, reforestation and environmentally sensitive timber harvest requires the services of technicians with a broad knowledge base. People who are trained to measure and sample the forest, its wildlife, streams and wetlands will enhance their employment opportunities. Wildlife biologists and professional foresters need technicians to efficiently produce accurate data. Park managers need knowledgeable personnel to perform maintenance duties and interpret wildland ecology for the public. Wildland firefighters are needed with current certificates of knowledge and skills.

Students may enter these professional technical programs at the beginning of any quarter.

Natural Resources degrees that emphasize forestry technology and specialties in Natural Resources—GIS, Park Management, Water Quality, and Wildland Fire are listed on the following pages.

All courses apply to the Associate in Arts degree as elective courses and may be transferable to a four-year natural resources program.

Completion of high school algebra and trigonometry courses or equivalent is recommended before beginning this program.

Contacts: Dick Hopkins, ext 4509 Rob Sjogren, ext. 4582
dhopkins@greenriver.edu rsjogren@greenriver.edu

Dept./No.	Course Title	Credits
As soon as possible, or mix into schedule:		
# Comm 101	Basic Speech Communication	5
# Engl 110	College Writing	5
Engl 113	Research Writing: Science, Engineering & Business	5
FIRST YEAR		
Fall Quarter		
# Math 115T or	Natural Resources Algebra/Trigonometry 1 or	
Math 102	Pre-Calculus 1 or higher	5
Natrs 100	Introduction to Natural Resources	5
Natrs 172	Computer Applications Overview	3
Natrs 183	Tree & Shrub Identification	5
Winter Quarter		
Natrs 161	Wildlife Habitat Management	5
Natrs 180	Natural Resources Measurements	5
Natrs 197	Wildland Recreation	3
Natrs 270	Stream & Wetland Ecology	5
Spring Quarter		
Natrs 181	Forest Navigation & Mapping	8
Natrs 182	Air Photo Interpretation & Remote Sensing	5
Natrs 184	Shrub & Wildflower Identification	5
P E 113	Group Dynamics Activity (taken concurrently with Natrs 181)	1
SECOND YEAR		
Fall Quarter		
Natrs 285	Forest Protection	5
# Natrs 286	Natural Resources Business Principles	5
Natrs 292	Resource Sampling & Appraisal	8

Professional Technical • Natural Resources

Winter Quarter

Natrs 210	Introduction to Soils	5
Natrs 284	Road & Trail Engineering	6
Natrs 290	Internship Seminar	1
Natrs 293	Silvicultural Analysis	5

Spring Quarter

Natrs 294	Natural Resources Internship	14
-----------	------------------------------	----

To enhance the student's preparation for future employment, the following are recommended:

Avia 123	Aviation Weather	5
Fores 114	Chainsaw Operation & Maintenance	1
G E 106	Introduction to Engineering Problems	3
GIS 201	Introduction to ArcGIS	7
GIS 220	ArcGIS Extensions	3
GIS 250	Spatial Database Design	3
GIS 255	Programming ArcGIS	4
GIS 260	Introduction to Cartography	5
HI Ed 190	Standard First Aid/CPR	3
Natrs 130	Wildland Firefighter Training I-100 & S-130/190	4
Natrs 134	Intermediate Wildland Fire Behavior S-290	3
Natrs 162	Biology & Conservation of Birds	3
Natrs 198-199	Independent Study	1-5
Natrs 297-299	Independent Study	1-5

Satisfies related instruction requirements.

Note: Students may enter the Natural Resources program in any quarter, however many Natural Resources courses are only offered one time each year. Correct sequencing is important!

Note: Substitutions of required courses may be made with the department's prior approval when it is agreed that the student's suitability for employment will be enhanced.

Spring Quarter

Engl 113	Research Writing: Science, Engineering & Business	5
Natrs 181	Forest Navigation & Mapping	8
Natrs 182	Aerial Photo Interpretation	5
P E 113	Group Dynamics Activities (taken concurrently with Natrs 181)	1

SECOND YEAR

Fall Quarter

GIS 201	Introduction to ArcGIS	7
Natrs 285	Forest Protection	5
# Natrs 286	Natural Resources Business Principles	5
Natrs 292	Resource Sampling & Appraisal	8

Winter Quarter

# Comm 101	Basic Speech Communication	5
GIS 202	ArcGIS Applications 1	7
Natrs 290	Internship Seminar	1

Spring Quarter

Natrs 294	Natural Resources Internship	14
-----------	------------------------------	----

To enhance the student's preparation for future employment, the following are recommended:

GIS	Any additional GIS course	3-7
Geog 120	Introduction to Physical Geography	5
St Sk 110	College Success Strategies	5
Fores 114	Chainsaw Operation & Maintenance	1
HI Ed 190	Standard First Aid/CPR	3
Natrs 198, 199, or 299	Independent Study	1-5

Satisfies related instruction requirements

Note: Students may enter the Natural Resources Program in any quarter, however many Natural Resources courses are only offered one time each year. Correct sequencing is important!

Note: Substitutions of required courses may be made with the department's prior approval when it is agreed that the student's suitability for employment will be enhanced.

**Natural Resources–
Geographic Information Systems Option**

**Associate in Applied Science Degree
99 credits**

This degree option prepares graduates to work outside collecting data using electronic equipment such as GPS (Global Positioning Systems), laser range-finders, and data-loggers. They also work inside at a computer, downloading the data collected into databases to produce Geographic Information Systems (GIS) computer-generated maps for public and private entities.

Dept./No.	Course Title	Credits
FIRST YEAR		
Fall Quarter		
GIS 260	Introduction to Cartography (recommended)	
# Math 115T or Math 102	Natural Resources Algebra/Trigonometry 1 or Pre-Calculus 1 or higher	5
Natrs 100	Introduction to Natural Resources	5
Natrs 172	Computer Applications Overview	3
Winter Quarter		
# Engl 110	College Writing	5
Natrs 180	Natural Resources Measurements	5
Natrs 270	Stream & Wetland Ecology	5

**Natural Resources–
Park Management**

**Associate in Applied Science Degree
116 Credits**

This degree program prepares graduates to work in state, private, county, municipal, and federal parks as assistant park rangers and in associated positions. Park management includes interpreting plant and animal ecology to the general public. Rangers are responsible for constructing and maintaining trails, campgrounds, and facilities. They collect fees, explain and enforce park rules, and promote public safety.

Contacts: Dick Hopkins, ext 4509 Rob Sjogren, ext. 4582
dhopkins@greenriver.edu rsjogren@greenriver.edu

Dept./No.	Course Title	Credits
# Comm 101	Basic Speech Communication	5
# Engl 110	College Writing	5
Engl 113	Research Writing: Science, Engineering & Business	5

Professional Technical • Natural Resources

FIRST YEAR**Fall Quarter**

# Math 115T or	Natural Resources Algebra/Trigonometry 1 or	
Math 102	Pre-Calculus 1 or higher	5
Natrs 100	Introduction to Natural Resources	5
Natrs 172	Computer Application Overview	3
Natrs 183	Tree & Shrub Identification	5

Winter Quarter

Natrs 161	Wildlife Habitat Management	5
Natrs 180	Natural Resources Measurements	5
Natrs 197	Wildland Recreation	3
Natrs 270	Stream & Wetlands Ecology	5

Spring Quarter

Natrs 181	Forest Navigation & Mapping	8
Natrs 182	Air Photo Interpretation & Remote Sensing	5
Natrs 184	Shrub & Wildflower Identification	5
P E 113	Group Dynamics Activity (taken concurrently with Natrs 181)	1

SECOND YEAR**Fall Quarter**

Geol 101	Physical Geology	5
Natrs 285	Forest Protection	5
# Natrs 286	Natural Resources Business Principles	5

Winter Quarter

Natrs 284	Road & Trail Engineering	6
Natrs 290	Internship Seminar	1
Natrs 293	Silvicultural Analysis	5
Soc 110	Survey of Sociology	5

Spring Quarter

Natrs 294	Natural Resources Internship	14
-----------	------------------------------	----

To enhance the student's preparation for future employment, we recommend the following:

Avia 123	Aviation Weather	5
Fores 114	Chainsaw Operation & Maintenance	1
Geol 200	Geology of National Parks	5
Geol 208	Geology of the Northwest	5
HI Ed 190	Standard First Aid/CPR	3
Natrs 162	Biology & Conservation of Birds	3
Natrs 198-199	Independent Study	1-5
Natrs 271	Stream & Wetland Restoration	3
Natrs 292	Resource Sampling & Appraisal	8
Natrs 297-299	Independent Study	1-5
St Sk 110	College Success Strategies	5
Other	Small Engine Repair, Basic Carpentry, Plumbing, Wiring	

Satisfies related instruction requirements.

Note: Students may enter the Natural Resources Program in any quarter, however many Natural Resources courses are only offered one time each year. Correct sequencing is important!

Note: Substitutions of required courses may be made with the department's prior approval when it is agreed that the student's suitability for employment will be enhanced. Examples include courses involving small engine repair, basic carpentry, plumbing or wiring.

**Natural Resources–
Water Quality****Associate in Applied Science Degree
117 Credits**

This degree program prepares graduates to work in a variety of outdoor careers. Graduates monitor stream, lake, and wetland systems for water quality and functions by physical, biological, and chemical parameters. They identify plants and animals using taxonomic keys. They assist with wetlands delineation and GPS/map their location. Graduates will also apply and follow environmental regulations regarding stream and wetland protection.

Contacts: Dick Hopkins, ext 4509 Rob Sjogren, ext. 4582
dhopkins@greenriver.edu rsjogren@greenriver.edu

Dept./No.	Course Title	Credits
-----------	--------------	---------

FIRST YEAR**Fall Quarter**

# Engl 110	College Writing	5
# Math 115T or	Natural Resources Algebra/Trigonometry 1 or	
Math 102	Pre-Calculus 1 or higher	5
Natrs 100	Introduction to Natural Resources	5
Natrs 172	Computer Applications Overview	3

Winter Quarter

Fores 114	Chainsaw Operation & Maintenance	1
Natrs 161	Wildlife Habitat Management	5
Natrs 180	Natural Resources Measurements	5
Natrs 270	Stream & Wetland Ecology	5

Spring Quarter

Natrs 181	Forest Navigation & Mapping	8
Natrs 182	Air Photo Interpretation & Remote Sensing	5
Natrs 271	Stream & Wetland Restoration	5
P E 113	Group Dynamics Activity (taken concurrently with NATRS 181)	1

Summer Quarter

Natrs 183	Tree & Shrub Identification	5
Natrs 184	Shrub & Wildflower Identification	5
Natrs 197	Wildland Recreation	3

SECOND YEAR**Fall Quarter**

# Comm 101	Basic Speech Communication	5
Natrs 272	Fish Identification & Habitat	5
Natrs 285	Forest Protection	5
# Natrs 286	Natural Resources Business Principles	5

Winter Quarter

Engl 113	Research Writing: Science, Engineering & Business	5
Natrs 284	Road & Trail Engineering	6
Natrs 290	Internship Seminar	1
Natrs 293	Silvicultural Analysis	5

Spring Quarter

Natrs 294	Natural Resources Internship	14
-----------	------------------------------	----

To enhance the student's preparation for future employment, the following are recommended:

Any Course	Biology, Chemistry, Geology	5
Any Course	GIS	3-8
Avia 123	Aviation Weather	5
Geog 120	Introduction to Physical Geography	5

Professional Technical • Natural Resources • Practical Nursing

HI Ed 190	Standard First Aid/CPR	3
Natrs 162	Biology & Conservation of Birds	3
Natrs 198-199	Independent Study	1-5
Natrs 292	Resource Sampling & Appraisal	8
Natrs 297-299	Independent Study	1-5
St Sk 110	College Success Strategies	5

Satisfies related instruction requirement.

Note: Students may enter the Natural Resources Program in any quarter, however many classes are only offered one time each year. Correct sequencing is important!

Note: Substitutions of required courses may be made with the department's prior approval when it is agreed that the student's suitability for employment will be enhanced.

Natural Resources– Wildland Fire

Associate in Applied Science Degree 115 Credits

This degree program prepares graduates to perform fire prevention and educational activities. They serve as crew members or leaders of aerial, engine, or ground wildland fire crews.

Contacts: Dick Hopkins, ext 4509 Rob Sjogren, ext. 4582
 dhopkins@greenriver.edu rsjogren@greenriver.edu

Dept./No.	Course Title	Credits
# Engl 110	College Writing	5
# Engl 113	Research Writing: Science, Engineering & Business	5
Natrs 100	Introduction to Natural Resources	5
Natrs 172	Computer Applications Overview 3	3

FIRST YEAR

Fall Quarter

# Math 115T or Math 102	Natural Resources Algebra/Trigonometry 1 or Pre-Calculus 1 or higher	5
Natrs 130	Wildland Firefighter Training I-100 & S-130/190	4
Natrs 134	Intermediate Wildland Fire Behavior 3	3
Natrs 183	Tree & Shrub Identification	5

Winter Quarter

Fores 114	Chainsaw Operation & Maintenance	1
Natrs 161	Wildlife Habitat Management	5
Natrs 180	Natural Resources Measurements	5
Natrs 270	Stream & Wetland Ecology	5

Spring Quarter

Natrs 181	Forest Navigation & Mapping	8
Natrs 182	Air Photo Interpretation & Remote Sensing	5
Natrs 184	Shrub & Wildflower Identification	5
P E 113	Group Dynamics Activity (taken concurrently with Natrs 181)	1

Summer Quarter: Wildfire experience required

SECOND YEAR

Fall Quarter

# Comm 101	Basic Speech Communication	5
Natrs 285	Forest Protection	5
Natrs 286	Natural Resources Business Principles	5

Winter Quarter

Natrs 131	Advanced Wildland Firefighter Training S-131	1
Natrs 132	Wildland Firefighter Crew Boss S-230	2
Natrs 133	Wildland Firefighter Engine Boss S-231	1
Natrs 284	Road & Trail Engineering	6
Natrs 290	Internship Seminar	1
Natrs 293	Silvicultural Analysis	5

Spring Quarter

Natrs 294	Natural Resources Internship	14
-----------	------------------------------	----

To enhance the student's preparation for future employment, the following are recommended:

Avia 123	Aviation Weather	5
G E 106	Introduction to Engineering Problems	3
GIS	Any GIS courses	3-8
HI Ed 190	Standard First Aid/CPR	3
Natrs 162	Biology & Conservation of Birds	3
Natrs 197	Wildland Recreation	3
Natrs 292	Resource Sampling & Appraisal	8
Natrs 198-199	Independent Study	1-5
Natrs 297-299	Independent Study	1-5
Phys 110	Introduction to College Physics	5
St Sk 110	College Success Strategies	5

Satisfies related instruction requirements.

Note: Students may enter the Natural Resources program in any quarter, however many Natural Resources courses are only offered one time each year. Correct sequencing is important!

Note: Substitutions of required courses may be made with the department's prior approval when it is agreed that the student's suitability for employment will be enhanced.

Practical Nursing

Certificate 106-111 Credits

This certificate program prepares a student to provide safe and efficient nursing care. Health facilities such as hospitals, nursing homes, clinics and public health nursing services employ practical nurses under the supervision of a registered nurse or physician.

A multimedia system of individualized instruction, offering stated objectives with a wide range of learning experiences to accomplish each objective is provided.

The Practical Nursing program is a 106 to 111-credit program in which students must demonstrate academic proficiency by completing basic curriculum requirements prior to entry into the core sequence of nursing classes. A high school diploma or GED is required, and a physical exam is required after entrance into the core program. A minimum grade of 2.3 is required in each nursing and supporting course. Evidence of academic proficiency is established by completion of each of the following curriculum requirements with a 2.3 grade or higher.

The following courses are required prior to entry into the Practical Nursing program:

- AP 103 and 104, or 205 and 206 (10 credits);
- Read 094 or 104, Reading Mastery (5 credits), or college-level reading ability as measured by COMPASS assessment;
- Engl 108, Medical Terminology (2 credits). Placement into Engl 108 is based upon a spelling placement test* or completion of English 090, Spelling Improvement; and

Professional Technical • Practical Nursing • Nursing–Nurse Assistant • Workfirst Nursing Assistant

- Acomp 100N, Computation for Practical Nurses (3 credits). Placement into Acomp 100N is based on an appropriate COMPASS score or by completion of Math 062 (5 credits).

It is recommended that the remaining curriculum requirements also be taken prior to entry into the core coursework; however, a student may choose to enroll in these courses later in the program:

- Communication (5 credits). Choose from Comm 100, 101, 110, or 234
- English Composition (5 credits). Choose from Engl 102, 110, 111, 112, or 113.

The student is expected to provide his/her own transportation to off-site clinical facilities. In addition to paying for tuition and books, the student is required to purchase a uniform, pin, white shoes, watch, bandage, scissors, and liability insurance. For additional information about a required nursing orientation and the application procedure, contact the Health Science curriculum advisor in Educational Planning, at ext. 2639.

Upon successful completion of the required credits, the student will earn a certificate in Practical Nursing. The graduate will be eligible to take the licensing examination and upon passing, practice as a Licensed Practical Nurse. Application for LPN licensure asks information regarding legal convictions, and drug/alcohol and addiction conditions that may inhibit nursing practice. For additional questions on this issue, contact the Washington State Nursing Care Quality Assurance Commission. The program is fully accredited by the Washington State Nursing Care Quality Assurance Commission and the Northwest Association of Schools and Colleges.

Contacts: Julia Short, ext. 4210 Krystal Rush, ext. 2639
 jshort@greenriver.edu krush@greenriver.edu

Dept./No.	Course Title	Credits
Fall Quarter		
* Nurse 100	Nutrition	3
Nurse 101	Introduction to Computers in Nursing	1
Nurse 102	Introduction to Clinical Pharmacology in Nursing	3
Nurse 104	Nursing 1 - Fundamentals	6
Nurse 105	Community Lab 1	4
# Nurse 116	Nursing Issues & Delivery Systems	3
Nurse 119	Nursing Process Reports I	1
Winter Quarter		
Nurse 103	Drug Therapy & the Nursing Process	2
Nurse 106	Nursing 2	8
Nurse 107	Nursing 2 - Community Lab 2	8
Nurse 108	Introduction to Computer Case Studies in Nursing	2
Nurse 120	Nursing Process Reports 2	1
Spring Quarter		
H Sci 150	Human Life Span, Growth & Development	5
Nurse 109	Nursing 3 Community Lab 3	8
Nurse 110	Nursing 3	8
# Nurse 117	Nursing Care Management & Concept Development	2
Nurse 118	Advanced Computer Case Studies in Nursing	1
Nurse 121	Nursing Process Reports 3	1
Summer Quarter		
# Nurse 112	Nursing 4	6
Nurse 113	Nursing 4 Community Lab 4	6
Nurse 114	Principles & Practices of Intravenous Therapy	2

Curriculum Requirements		
# Acomp 100N	Computation for Practical Nursing	3
AP 103 and 104 or	Essentials of Human Anatomy-Physiology 1 and 2 or	
AP 205 and 206	Human Anatomy-Physiology 1 and 2	10
# Comm 100 or	Fundamentals of Oral Communication or	
Comm 101 or	Basic Speech Communication or	
Comm 110 or	Interpersonal Communication or	
Comm 234	Small Group Leadership & Discussion	5
# Engl 102 or	Practical College Writing or	
Engl 110 or	College Writing or	
Engl 111 or	Writing: Humanities or	
Engl 112 or	Writing: Social Sciences or	
Engl 113	Research Writing: Science, Engineering & Business	5
Engl 108	Medical Terminology	2
Read 094	Reading Improvement	0-5

* May be taken prior to entrance into the Practical Nursing Program
 # Satisfies related instruction requirements.

**Nursing–
Nurse Assistant
Certificate of Proficiency
34 Credits**

Contact: Julia Short, ext. 4210
 jshort@greenriver.edu

Dept./No.	Course Title	Credits
Fall Quarter		
Engl 108	Medical Terminology	2
Nurse 100	Nutrition	3
Nurse 104	Nursing 1 – Fundamentals	6
Nurse 105	Community Lab 1	4
Nurse 106	Nursing 2	8
Nurse 107	Nursing 2 – Community Lab 2	8
Nurse 116	Nursing Issues & Delivery Systems	3

**Workfirst Nursing Assistant
Certificate of Proficiency
20-28 Credits**

This certificate is for Workfirst students only.

This certificate does not qualify for financial aid or V.A. funding.

Contact: Linda Downing, ext. 2213
 ldowning@greenriver.edu

Dept./No.	Course Title	Credits
Quarter 1		
	Eligible for Engl 090	0-3
	Eligible for Read 094	0-5
Nrs A 100	Introduction to Nursing Care Studies	2
Nrs A 102	Nurse Assistant Theory 1	3
Nrs A 103	Nurse Assistant 1 Skills	2

Professional Tech

Professional Technical • Workfirst Nursing Assistant • Occupational Therapy Assistant
Quarter 2

AP 100	Survey of Human Anatomy-Physiology	5
Engl 108	Medical Terminology	2
Nrs A 101	Introduction to Nursing Care 2	1
Nrs A 104	Nurse Assistant Theory 2	2
Nrs A 105	Nurse Assistant 2 Skills	3

Other requirements include:

Washington State Patrol Clearance check

C.P.R.

Food Handler's Permit

Uniform Station: Gait belt, dictionary, safety pins, watch with second hand

An individual who is considering entering the Green River Community College Occupational Therapy Assistant program, or has already entered the program but is not yet eligible to apply for the certification examination, may have his/her character information reviewed prior to actually applying for the examination by requesting the review. The fee for the review is \$100; a payment form can be found on NBCOT's Web site – www.nbcot.org – under "Forms".

New students are admitted once a year. Level 2 fieldwork requirements must be completed within 18 months of academic courses.

Program Application

Applications will be accepted beginning January 1. Initial review of applications will be for applications received by March 31. Applications will continue to be accepted after March 31 and applicants will be considered for admission on a space available basis or will be placed on an alternate list.

- Candidates may apply when they have earned a minimum of 15 quarter credits in program prerequisite courses with a minimum grade of 2.0 in each course and a cumulative GPA of at least 2.5 (grades on 4.0 scale).
- Prerequisite courses for the OTA program are:
 - Anatomy & Physiology I & 2
 - English
 - Psychology, sociology, or communications
- Submission of a one page statement describing applicant's interest and knowledge in the field.

Selection Process:

Students who satisfy the above requirements will be selected based on academic preparation, COMPASS scores, GPA, and familiarity or experience with occupational therapy or closely related field. Applicants who have not completed program prerequisites may be accepted on a provisional basis until these requirements are completed with a 2.0 or higher grade in each course and an overall GPA of 2.5 or higher.

Does the program transfer to four-year schools?

The classes for the Occupational Therapy Assistant program are not designed to transfer. Students who seek occupational therapy degrees should pursue a Bachelor's degree and then attend an occupational therapy program.

If space permits, students may opt to complete the OTA program on a part-time basis over the course of 10 quarters. In this case students will follow a prescribed course sequence as directed by the OTA Program advisor.

Contacts: Noel Hepler, ext. 4341 Sherri Olsen, ext. 4319
nhepler@greenriver.edu solsen@greenriver.edu
 Krystal Rush, ext. 2639
krush@greenriver.edu

Occupational Therapy Assistant

Associate in Applied Science Degree

121-129 Credits

Occupational therapy is a health discipline that provides services to people whose lives have been disrupted by physical injury, illness, and developmental, psychosocial, or aging-related problems. "Occupational" in this sense does not necessarily refer to a person's employment. Instead, it means therapy that enables a person to gain the function necessary to perform day-to-day work, self-care and leisure activities as related to one's roles. Occupational therapy assistants are often part of a health team that not only includes an occupational therapist but may also include physicians, nurses, social workers, teachers, physical therapists and other specialists. Besides preparing to become occupational therapy assistants, students in this program learn many skills that will serve in other helping careers.

Occupational therapy assistants are employed at public schools, long-term care centers, hospitals, rehabilitation centers and geriatric day centers to name a few. Assistants work under the supervision and consultation of an occupational therapist to provide patient treatments. They also provide assistance with patient assessments.

The Occupational Therapy Assistant program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), located at 4720 Montgomery Lane, P. O. Box 31220, Bethesda, MD 20824-1220. AOTA's phone number is (301) 652-AOTA. Graduates of the program will be able to sit for the national certification examination for occupational therapy assistants administered by the National Board for Certification of Occupational Therapy (NBCOT) located at 800 South Frederick Avenue, Suite 200, Gaithersburg, MD 20877-4150. After successful completion of this examination, the graduate will be a Certified Occupational Therapy Assistant (COTA). Washington State requires licensure in order to practice.

Felony convictions may affect a graduate's ability to sit for the NBCOT certification examination and attain state licensure. NBCOT offers an Early Determination Review to individuals who (1) have been charged with or convicted of felony, (2) have had any professional license, registration or certification revoked, suspended or subject to probationary conditions by a regulatory authority or certification board, and/or (3) have been found by any court, administrative or disciplinary proceeding to have committed negligence, malpractice, recklessness or willful or intentional misconduct which resulted in harm to another.

Dept./No.	Course Title	Credits
Core Courses		
First Quarter		
H Sci 150	Human Life Span Growth & Development	5
O T 100	Introduction to Occupational Therapy	3
O T 110	Occupational Therapy Principles	4
Second Quarter		
H Sci 104	Fundamentals of Gerontology	4
O T 102	Physical Disabilities 1	4
O T 109	Developmental Disabilities	4

Professional Technical • Occupational Therapy Assistant • Paralitigator • Physical Therapist Assistant

Third Quarter

O T 105	Clinical Seminar 1	1
O T 106	Professional Advocacy Experience	1
O T 108	Psychosocial Dysfunction	5
O T 115	Therapeutic Activities 1	3
O T 116	Physical Disabilities 2	5
O T 177	Application of Occupational Therapy Co-op 1	1

Fourth Quarter

O T 178	Application of Occupational Therapy Co-op 2	1
O T 202	Ethics, Values & Responsibility in Health Care	3
O T 204	Application of Activities	5
O T 206	Clinical Seminar 2	1
O T 215	Work Place Issues	3

Fifth Quarter

O T 179	Application of Occupational Therapy Co-op 3	1
O T 207	Clinical Seminar 3	1
O T 210	Therapeutic Adaptations	3
O T 211	Pre-Fieldwork Experience Seminar	2
O T 212	Therapeutic Activities 2	3
O T 220	Therapeutic Group Leadership	2

Sixth Quarter

O T 250	Fieldwork Experience Seminar 1	1
# O T 277	Co-op Fieldwork Experience 1	12

Seventh Quarter

O T 251	Fieldwork Experience Seminar 2	1
# O T 278	Co-op Fieldwork Experience 2	12

Required Supporting Courses:

Computers	Any Computer Course	0-3
AP 103	Essentials of Human Anatomy-Physiology 1	5
AP 104	Essentials of Human Anatomy-Physiology 2	5
# Comm 100 or	Fundamentals of Oral Communication or	
Comm 101 or	Basic Speech Communication or	
Comm 110 or	Interpersonal Communication or	
Comm 234	Small Group Leadership & Discussion	5
# Engl 102 or	Practical College Writing or	
Engl 110	College Writing	5
# Math 102 or	Pre-Calculus 1 or	
Acomp or	Any Acomp or Math course 100 or above or	
B A 145 or	Business Computation or	
Bus E 110	Business Math Applications	0-5
Psych 100	General Psychology	5

One of the following is required:

Ames 100	Introduction to Ethnic & Minority Studies	(5)	5
Anthr 100 or	Introduction to Anthropology or	(5)	
Anthr 202	Principles of Sociocultural Anthropology		
Anthr 205	Introduction to Medical Anthropology	(5)	
Engl 112 or	Writing: Social Sciences or	(5)	
Engl 160	Literature By & About Women		
Geog 108 or	Introduction to Human Geography or	(5)	
Geog 200	World Regional Geography		
Human 110	Background for the Humanities	(5)	
Human 133	People, Language, Culture	(5)	
Phil 102 or	Contemporary Moral Problems or	(5)	
Phil 110	Social & Political Philosophy		
Soc 110	Survey of Sociology	(5)	

Electives: (Instructor's permission required)

O T 194	Special Topics	1-2
O T 198	Independent Study	1

Satisfies related instruction requirements.

* May be waived by program advisor upon demonstration of computer competency.

Paralitigator

**Certificate of Proficiency
44 Credits**

This certificate program is for those students interested in acquiring the skills necessary to work as a legal support professional, with an emphasis on litigation support skills. This program is designed for students with prior business experience or those with prior legal support training or education. A minimum grade of 2.0 is required for all classes in this program. Students may enter this program at the beginning of any quarter.

Contact: Joyce Strain, ext. 4385
jstrain@greenriver.edu

Dept./No.	Course Title	Credits
Keyboarding	40 wpm (see below)*	
B A 150	Legal Ethics	3
B A 151	Legal Research & Writing	5
B A 152	Legal Evidence	4
B A 155	Fundamentals of Litigation 1	5
B A 156	Fundamentals of Litigation 2	5
B A 200	Introduction to Law & Commerce	5
Bus E 109	Legal Terminology	3
Bus E 130	Business Correspondence	5
Bus E 235	Legal Office Procedures	4
Bus E 266	Inside Microsoft Office	5

* Keyboarding/typing skills may be demonstrated by passing a 5-minute typing test at 40 wpm with 5 or less errors using the proper typing techniques administered by the Business Education Department.

To enhance the student's preparation for future employment, we recommend the following courses:

Bus E 100	Fundamentals of Microcomputers	5
Bus E 102	Intermediate Keyboarding	5
Bus E 121	Legal Machine Transcription 1	5
Bus E 201	Legal Production Keyboarding	5
Comm 110	Interpersonal Communication	5
Engl 102	Practical College Writing	5
Engl 105	Grammar & Usage	5

Physical Therapist Assistant

**Associate in Applied Science Degree
108-113 Credits**

This degree program is accredited by the Commission on Accreditation in Physical Therapy Education. Once students begin PTA classes, they typically complete the program in two years with 108-113 credits, depending on previous college work. Graduates are prepared to work as Physical Therapist Assistants. The Physical Therapist Assistant, under the supervision of a licensed physical therapist, treats individuals with physical limitations to relieve pain and restore function. Physical therapist assistants work in hospitals, rehabilitation centers, school systems, private physical therapy practices, home health care agencies and sports medicine facilities.

Students must complete the admissions prerequisites in order to apply for the Physical Therapist Assistant program. Please contact the PTA Admissions Coordinator at ext. 2639, for specific information.

Requirements are subject to change.

Professional Technical • Physical Therapist Assistant**Application Requirements:**

Candidates may apply when they have earned a minimum of 15 quarter credits in program prerequisite courses with a minimum grade of 2.0 in each course and a cumulative grade point average of at least 2.5 (grades on 4.0 scale). The required prerequisites are as follows:

Anatomy & Physiology 1 & 2

The prerequisite requires 10 quarter-credits (or equivalent) of human anatomy and physiology with a lab. The minimum courses meeting this requirement at GRCC are AP 103 and 104. These courses should be completed within 5 years prior to applying to the program.

Speech Communication

Comm 100, Comm 101, Comm 110, Comm 234 and Comm 245 will satisfy this requirement at GRCC. Equivalent speech courses should be verified with the program admissions advisor. Please be advised that Comm 100 will not transfer to a university.

English Composition

This requirement may be completed by taking either Practical College Writing (Engl 102) or College Writing (Engl 110 or equivalent transferable course). Please be advised that Engl 102 will not transfer to a university.

Math (college level)

Candidates who complete the math requirement with Business Math (Bus E 110 or B A 145) must also demonstrate math competency by one of the following; Eligibility on COMPASS for elementary algebra (Math 072) or completion of pre-algebra (Math 070) with a 2.5 or higher.

Students who satisfy the above requirements will be selected based on academic preparation, COMPASS scores, GPA, and familiarity or experience with physical therapy or closely related field requirements.

Candidates who have not completed all prerequisites at the time of application must submit their plan for the completion of the required courses prior to fall quarter 2006. Applicants may be considered for provisional acceptance when AP 1 is completed with a grade of 2.0 or higher or considered as fully qualified for acceptance when all prerequisites are completed satisfactorily. When the class capacity is reached, an alternate list will be created. Candidates who have provisional acceptance must complete AP 2 with a minimum grade of 2.0 or their standing will be lost.

In addition to paying the usual tuition and fees charged at Green River, the student is also required to purchase liability insurance and personal health insurance. The student is expected to provide his/her own transportation to clinical off-site facilities.

The Physical Therapist Assistant courses must be taken in sequence.

Students who wish to pursue a professional physical therapy program should NOT enroll in GRCC's Physical Therapist Assistant program. Transfer of professional technical coursework is limited.

Contacts: Krystal Rush, ext. 2639 krush@greenriver.edu Barbara Brucker, ext. 4343 bbrucker@greenriver.edu

Mickie Hucke, ext. 4344 mhucke@greenriver.edu

Dept./No.	Course Title	Credits
FIRST YEAR		
Fall Quarter		
H Sci 102	Applied Anatomy	5
P T 101	Introduction to Physical Therapy	3
# P T 102	Therapeutic Interaction in Health Care	2
P T 105	Patient Care Skills	3
Winter Quarter		
H Sci 150	Human Life Span, Growth and Development	5
P T 110	Principles of Physical Therapy Agents 1	5
P T 130	Survey of Pathophysiology	5
Spring Quarter		
H Sci 101	Neuroscience	3
P T 111	Principles of Physical Therapy Agents 2	6
P T 113	Posture & Movement	4
P T 114	Tests & Measurements	2
P T 151	Clinical Preparation	1
SECOND YEAR		
Fall Quarter		
P T 112	Functional Training	2
P T 210	Therapeutic Exercise	5
P T 212	Physical Therapy Acute Care	3
# P T 251	Clinical Supervision 1	1
P T 277	Clinical Affiliation 1	1
Winter Quarter		
P T 201	Issues in Health Care	3
P T 211	Advanced Rehabilitation Procedures	6
P T 213	Orthopedic Therapy	5
# P T 252	Clinical Supervision 2	2
P T 278	Clinical Affiliation 2	1
Spring Quarter		
# P T 253	Clinical Supervision 3	1
P T 279	Clinical Affiliation 3	7
P T 280	Clinical Affiliation 4	7
Required Supporting Course/Prerequisites:		
* AP 103 and AP 104	Essentials Human Anatomy-Physiology 1 and Essentials Human Anatomy-Physiology 2	10
# Comm 100 or Comm 101 or Comm 110 or Comm 234	Fundamentals of Oral Communication or Basic Speech Communication or Interpersonal Communication or Small Group Leadership & Discussion	5
# Engl 102 or Engl 110 or Engl 111 or Engl 112 or Engl 113	Practical College Writing or College Writing or Writing: Humanities or Writing: Social Sciences or Research Writing: Science, Engineering & Business	5
# Math 102 or Acomp or Bus E 110 or B A 145	Pre-Calculus 1 or Eligible for Math 104 or Any Acomp or Math course 100 or above or Business Math Applications or Business Computation	0-5

Satisfies related instruction requirements.

Professional Technical • Wastewater Technology • Wastewater Collection Technology • Municipal Wastewater Treatment Technology

**Professional Technical Studies
(Associate In Applied Arts *and*
Associate In Applied Science) – see page 78.**

Wastewater Technology

Associate in Applied Science Degree 90 Credits

This degree program prepares graduates for positions in municipal wastewater collection systems and treatment facilities. Along with appropriate operating experience, this degree provides a foundation for positions with responsibilities beyond the entry level. The requirements build on those for the Municipal Wastewater Treatment Technology Certificate of Proficiency, which should generally be completed first.

Contact: Mary Jo Adams, ext. 4367
madams@greenriver.edu

Dept./No.	Course Title	Credits
# Behsc 103 or Bus 166	Interpersonal Relations or Human Resources & Work Readiness	5
Biol 100 or Env S 204	Introductory Biology or Natural Science & the Environment	5
Bus E 100 or Bus E 112 or Bus E 118 or Bus E 150 or Bus E 184	Fundamentals of Microcomputers or Beginning Word or Basics for Online Education or Introduction to Windows or Internet & Basic Web Design	5
Chem 140	General Chemistry 1	6
Chem 150	General Chemistry 2	6
# Comm 100 or Comm 101 or Comm 110 or Comm 234	Fundamentals of Oral Communication or Basic Speech Communication or Interpersonal Communication or Small Group Leadership & Discussion	5
# Engl 110 Engl 113	College Writing Research Writing: Science, Engineering & Business	5
# Math 102 or Math 107	Pre-Calculus 1 or Contemporary Mathematics	5
Wtech 181	Water Hydraulics	3
Wtech 182	Pumps & Pumping Systems	3
Wtech 183	Utility Worker Safety	3
Wtech 184	Disinfection & Chemical Feed Systems	3
Wtech 187	Drawings & Manuals	3
Wtech 188	Water & Wastewater Electrical	3
Wtech 191	Pre-Employment Seminar	3
WWT 177	Wastewater Cooperative Education	11
WWT 180	Wastewater Collection	3
WWT 185	Municipal Wastewater Treatment 1	3
WWT 186	Municipal Wastewater Treatment 2	3
WWT 188	Wastewater Laboratory	2

Satisfies related instruction requirement.

Wastewater Collection Technology

Certificate of Proficiency 20-30 Credits

This certificate program prepares graduates for entry-level positions operating and maintaining municipal wastewater collection systems. This program is designed for a fall quarter start, depending upon student composition, computation and computing skills; please contact an advisor for skills assessment information.

Contact: Mary Jo Adams, ext. 4367
madams@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 100 or Bus E 112 or Bus E 118 or Bus E 150 or Bus E 184	Fundamentals of Microcomputers or Beginning Word or Basics for Online Education or Introduction to Windows or Internet & Basic Web Design	5
* Engl 081	Fundamentals of Written Communication	0-5
** Math 072	Elementary Algebra	0-5
Wtech 182	Pumps & Pumping Systems	3
Wtech 183	Utility Worker Safety	3
Wtech 187	Drawings & Manuals	3
Wtech 188	Water & Wastewater Electrical	3
WWT 180	Wastewater Collection	3

* Not required if eligible for Engl 100 or higher.

** Not required if eligible for Math 097 or higher.

Municipal Wastewater Treatment Technology

Certificate of Proficiency 31-41 Credits

This certificate program prepares graduates for entry-level positions in municipal wastewater treatment facilities. The program is designed for a fall quarter start, depending upon student composition, computation and computing skills; please contact an advisor for skill assessment information.

Contact: Mary Jo Adams, ext. 4367
madams@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 100 or Bus E 112 or Bus E 118 or Bus E 150 or Bus E 184	Fundamentals of Microcomputers or Beginning Word or Basics for Online Education or Introduction to Windows or Internet & Basic Web Design	5
* Engl 081	Fundamentals of Written Communication	0-5
** Math 072	Elementary Algebra	0-5
Wtech 181	Water Hydraulics	3
Wtech 182	Pumps & Pumping Systems	3
Wtech 183	Utility Worker Safety	3
Wtech 184	Disinfection & Chemical Feed Systems	3
Wtech 187	Drawings & Manuals	3
Wtech 188	Water & Wastewater Electrical	3
WWT 185	Municipal Wastewater Treatment 1	3
WWT 186	Municipal Wastewater Treatment 2	3
WST 188	Wastewater Laboratory	2

* Not required if eligible for Engl 100 or higher.

** Not required if eligible for Math 097 or higher.

Professional Technical • Water Supply Technology • Water Distribution Technology • Welding Technology

Water Supply Technology

Associate in Applied Science Degree 90 Credits

This degree program prepares graduates for positions in municipal drinking water distribution and treatment facilities. Along with appropriate operating experience, this degree provides a foundation for positions with responsibilities beyond the entry level. The requirements build on those for the Water Distribution Technology Certificate of Proficiency, which should generally be completed first.

Contact: Mary Jo Adams, ext. 4367
madams@greenriver.edu

Dept./No.	Course Title	Credits
# Behsc 103 or Bus 166	Interpersonal Relations or Human Resources & Work Readiness	5
Biol 100 or Geol 101	Introductory Biology or Physical Geology	5
Bus E 100 or Bus E 112 or Bus E 118 or Bus E 150 or Bus E 184	Fundamentals of Microcomputers or Beginning Word or Basics for Online Education or Introduction to Windows or Internet & Basic Web Design	5
Chem 140	General Chemistry 1	6
Chem 150	General Chemistry 2	6
# Comm 100 or Comm 101 or Comm 110 or Comm 234	Fundamentals of Oral Communication or Basic Speech Communication or Interpersonal Communication or Small Group Leadership & Discussion	5
# Engl 110 Engl 113	College Writing Research Writing: Science, Engineering & Business	5
# Math 102 or Math 107	Pre-Calculus 1 or Contemporary Mathematics	5
Wtech 181	Water Hydraulics	3
Wtech 182	Pumps & Pumping Systems	3
Wtech 183	Utility Worker Safety	3
Wtech 184	Disinfection & Chemical Feed Systems	3
Wtech 187	Drawings & Manuals	3
Wtech 188	Water & Wastewater Electrical	3
Wtech 191	Pre-Employment Seminar	3
WST 177	Water Cooperative Education	8
WST 180	Water Distribution	3
WST 183	Water Sources	1
WST 184	Water Regulations	2
WST 185	Water Treatment 1	3
WST 186	Water Treatment 2	3
WST 188	Water Laboratory	2

Satisfies related instruction requirement.

Water Distribution Technology

Certificate of Proficiency 31-41 Credits

This certificate program prepares graduates for entry-level positions operating and maintaining public drinking water distribution systems. The program is designed for a fall quarter start, depending upon student composition, computation and computing skills; please contact an advisor for skill assessment information.

Contact: Mary Jo Adams, ext. 4367
madams@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 100 or Bus E 112 or Bus E 118 or Bus E 150 or Bus E 184	Fundamentals of Microcomputers or Beginning Word or Basics for Online Education or Introduction to Windows or Internet & Basic Web Design	5
* Engl 081	Fundamentals of Written Communication	0-5
** Math 072	Elementary Algebra	0-5
Wtech 181	Water Hydraulics	3
Wtech 182	Pumps & Pumping Systems	3
Wtech 183	Utility Worker Safety	3
Wtech 184	Disinfection & Chemical Feed Systems	3
Wtech 187	Drawings & Manuals	3
Wtech 188	Water & Wastewater Electrical	3
WST 180	Water Distribution	3
WST 183	Water Sources	1
WST 184	Water Regulations	2
WST 188	Water Laboratory	2

* Not required if eligible for Engl 100 or higher.

** Not required if eligible for Math 097 or higher

Welding Technology

Associate in Applied Science Degree 100-105 Credits

Upon completion of the two-year program, the student will qualify for an Associate in Applied Science degree. This training will permit the student to seek employment in the welding field as an engineering aide, sales engineer, and structural steel detailer or trade welder. The student will be prepared to advance rapidly to inspection, shop planning, supervision or one of many related fields. With the proper selection of courses, the student can continue his/her education to become a welding engineer. Consultation with the Welding department is required for admission to the program.

Students may enter the Welding Technology program during any quarter, as space is available.

Contacts: Jack Danielson, ext. 4257 Paul Mueller, ext. 2635
jdanielson@greenriver.edu pmueller@greenriver.edu

Scott Schreiber, ext. 4421
sschreiber@greenriver.edu

Dept./No.	Course Title	Credits
First Year		
** Acomp 100T	Computation for the Trades	0-5
# Comm 100	Fundamentals of Oral Communication	5
# Engl 102	Practical College Writing	5
Weld 141	Basic Arc Welding & Flame	13
Weld 142	Intermediate Arc Welding	13
Weld 143	Advanced Arc Welding	13
Second Year		
I E 189	Basic Metallurgy	4
Weld 107	Basic Blueprint	3
Weld 194	Special Welding Project 1	13
Weld 195	Special Welding Project 2	13

Professional Technical • Welding Technology

Weld 196	Special Welding Project 3	13
# Human Relations	Any course that satisfies the HumanRelations Related Instruction requirements on page 79	5

Satisfies related instruction requirements. For scheduling or transferability reasons, other courses from the current list of Related Instruction Requirements may be substituted.

* Or Eligible for Math 070 or completion of Math 062.

Note: Student must possess a valid first aid card or similar Washington State L&I Training Card upon exiting the program.

Welding Technology– Basic Arc & Flame

**Certificate of Proficiency
26 Credits**

Contacts: Scott Schreiber, ext. 4421 Jack Danielson, ext. 4257
 sschreiber@greenriver.edu jdanielson@greenriver.edu
 Paul Mueller, ext. 2635
 pmueller@greenriver.edu

Dept./No.	Course Title	Credits
Weld 141	Basic Arc & Flame	13
Weld 142	Intermediate Welding	13

Welding Technology– Intermediate Arc & Flame

**Certificate of Proficiency
26 Credits**

Contacts: Scott Schreiber, ext. 4421 Jack Danielson, ext. 4257
 sschreiber@greenriver.edu jdanielson@greenriver.edu
 Paul Mueller, ext. 2635
 pmueller@greenriver.edu

Dept./No.	Course Title	Credits
Weld 142	Intermediate Welding	13
Weld 143	Advanced Arc Welding	13

Welding Technology– Advanced Arc Welding

**Certificate of Proficiency
26 Credits**

Contacts: Scott Schreiber, ext. 4421 Jack Danielson, ext. 4257
 sschreiber@greenriver.edu jdanielson@greenriver.edu
 Paul Mueller, ext. 2635
 pmueller@greenriver.edu

Dept./No.	Course Title	Credits
Weld 194	Special Welding Projects 1	13
Weld 195	Special Welding Projects 2	13



Other Learning Options

OTHER LEARNING OPTIONS

ASSOCIATE DEVELOPMENT DEGREE

Minimum of 90 Credits

The Associate Development degree allows students to explore different subject areas as they prepare for a career. The flexibility of the degree allows students to customize course requirements to fit their professional goals while simultaneously ensuring competence in core learning outcome areas. The degree is not intended for students planning to transfer to a four-year institution.

Associate Development degree requirements are:

- Complete a minimum of 90 credits in the courses offered at GRCC. Basic Education (BASIC), English for Speakers of Other Languages (ESOL), and courses designated as High School Diploma only do not count toward the required 90 credits.
- Earn a minimum grade point average of 2.0.
- Complete a minimum of 24 credits, including the last quarter "in residence," at Green River. Online courses are recognized as part of the 24 credits.
- No more than 25% of the credits may be earned on a pass/no-credit basis.
- The credits identified in each of the following options are counted as part of the 90 credits required for the degree. Students must complete one of the options:

Option 1: Complete a Green River certificate program of 45 credits or more.

Option 2: Complete the following:

- a Green River certificate program of 25 credits or more
- one course satisfying the written or oral communication requirement of any degree or program at Green River
- one course satisfying the quantitative and symbolic reasoning or computation requirement of any degree or program at Green River
- one course satisfying the human relations requirement of any degree or program at Green River

Option 3: Meet with a faculty advisor and custom design a program of study. The program of study must include the following:

- 25 credits or more in courses which specifically prepare a student for employment in an identified specialty area. Courses may be from academic as well as professional technical areas
- one course satisfying the quantitative and symbolic reasoning or computation requirement of any degree or program at Green River
- one course satisfying the written or oral communication requirement of any degree or program at Green River

- one course satisfying the human relations requirement of any degree or program at Green River
- learning outcomes aligned with identified specialty area and selected courses

The program of study must be signed by the advisor and the student. The plan becomes a permanent part of the student's record.

GENERAL EDUCATION DEVELOPMENT (GED)

Green River offers GED preparation classes to assist the student in preparing for the tests. Classes are available for students who are 16 years of age or older. Students under the age of 19 must have a high school release form for classes and for testing. Additional information is available online, in the course description portion of this catalog, and in the quarterly class schedule.

The GED is a high school exiting credential. Those earning a GED certificate pass each of five critical thinking tests: language arts-writing, language arts-reading, social studies, science, and mathematics.

The GED is recognized by many employers and colleges. Ninety five percent of U.S. colleges and universities recognize the GED credential. More than half of the GED test-takers intend to go on to college or postsecondary training.

Green River is a test site for the GED. Please contact the Assessment and Testing Center at ext. 2650 on days, times and fees.

HIGH SCHOOL DIPLOMA

Green River Community College offers a complete schedule of courses that meets the requirements for a high school diploma as defined by the Office of the State Superintendent of Public Instruction and the Washington Board of Education. Students complete the required classes to earn a Washington State Diploma. Students can pursue high school credits in one of two ways:

- Earn credits at Green River and transfer them back to their high school, for a high school awarded diploma.
- Earn credits at Green River and apply those credits along with your high school credits to a GRCC awarded high school diploma.

The GRCC high school diploma program is an alternative way to complete high school. Although it is designed for adult students, 19 years and older, students 16-18 can participate. Successful students will meet state and Green River requirements for graduation and will be issued an official State of Washington high school diploma.

Green River is adapting to meet the requirements of Washington State education reform. For the next few years there will be two sets of diploma requirements: one for those who entered 9th grade in September 2004 or later, and one for those who entered 9th grade prior to September 2004.

Reduced tuition (tuition waivers) may be available for those students 19 years or older or whose high school class has graduated. Please contact the Educational Planning office for more information.

Other Learning Options

APPLICATION PROCESS

1. Submit a completed Green River application to Enrollment Services, (253) 833-9111, ext. 2500.
2. If age 16, 17, or 18, submit a completed high school release form from the high school you would normally be attending. This is a Green River form that high schools typically have. A letter from school district personnel on official school stationery can be substituted.
3. Obtain and submit "official" copies of all previous high school/college transcripts.

Send transcripts to:

Green River Community College
Attn: Jon Arnhold—Educational Planning
12401 SE 320th Street
Auburn, WA 98092-3622

If you hand-carry your "official" transcripts, they must be received in an unopened envelope that has been sealed by the school where credit was earned.

4. Complete Green River's assessment (COMPASS.) Call (253) 833-9111, ext. 2650, for a recorded message regarding testing hours. There is a fee of \$10.90 for the COMPASS, and picture identification is required to assess writing, reading and math skills.
5. Make an appointment with Jon Arnhold in Educational Planning for an evaluation of your transcripts to see what classes are needed for you to earn a high school diploma. Call (253) 833-9111 ext. 2641 or 2630 to schedule an appointment. Bring your COMPASS scores to the meeting.

Depending on a student's assessment/placement scores, college level classes may be taken to fulfill both high school and college degree requirements at the same time. Green River's COMPASS assessment should be taken prior to enrolling in classes.

There is more information on the Green River Community College Website, at: <http://www.greenriver.edu/edplanning/hscomp.htm>.

HIGH SCHOOL DIPLOMA COURSE ARTICULATION

The high school diploma course articulation policy was created to ensure that students are not penalized by the differences in specific requirements imposed by individual districts/campuses within the general guidelines of the Washington State High School Diploma. Its intent is to provide a pathway for acceptance of credit between Washington State high schools and Green River Community College and to limit the need for duplication of credits previously earned.

POLICY

If a student transfers an individual course (from a Washington State high school or community and technical college) that meets a specific state high school requirement category at the sending institution, that course is considered to have met that requirement at GRCC, even if this course does not have an exact equivalent.

It is the student's responsibility to initiate the articulation process and to gather appropriate documentation from the high school as needed.

This is in accordance with OSPI guidelines for acceptance of credit and Washington State High School Diploma requirements.



Other Learning Options

GRCC HIGH SCHOOL DIPLOMA – Students entering high school classes before Fall 2004 (Approved 1/26/05)

English/Language Arts (6 HS Semesters or 15 GRCC Qtr credits)

Read 094, 104, Engl 081 or higher, Comm 100 or higher

Math (4 HS Semesters or 10 GRCC Qtr credits)

Math 072 or higher, any other math class

Science (4 HS Semesters or 10 GRCC Qtr credits) must include 1 Lab class (indicated by bold type)

A P 100, **103, 104, 205, 206, 210**; Astro 100,**101**; Biol **100, 103, 110, 127, 201, 202, 203, 210**; Env S 204; Geol **101, 200, 206, 208**; IDS **101, 102, 103**; Phys **101, 110, 111, 112, 150, 151, 152, 201, 202, 203, 208, 221**

U.S. History (2 HS Semester or 5 GRCC Qtr credits)

HSC 021 & 022 or Hist 220, 221, 222, or 135

Civics and Government (1 HS Semester or 3 GRCC Qtr credits)

HSC 025 or P Sci 202

Contemporary World Problems (2 HS Semester or 5 GRCC Qtr credits)

HSC 031, 032; Ames 100; Econ 090, 100; Geog 100, 108, 200; Hist 103, 225, 231, 250; Phil 102; P Sci 090, 100, 201, 203; Soc 110

Washington State History (1 HS Semester or 3 Qtr credits)

Hist 024 or 200

Health & Fitness (4 HS Semesters or 10 GRCC Qtr credits)

Any combination of health and PE courses

Occupational Education (2 HS Semester or 5 GRCC Qtr credits)

Any credit-bearing Prof/Tech course or Workforce Training Course

Arts (2 HS Semester or 5 GRCC Qtr credits)

Any Fine Arts or Performing Arts course or 5 credits from any of the subject areas above

Electives (10 HS Semesters or 24 GRCC Qtr credits)

Any GRCC credit-bearing course

Total – 38 High School Semester or 95 GRCC Quarter Credits

Note: 1 high sc

GRCC HIGH SCHOOL DIPLOMA - Students entering high school classes in Fall 2004 or later (Approved 5/2006)

English/Language Arts (6 HS Semesters or 15 GRCC Qtr credits)

Reading (5 credits) - Read 094, 104 or any Literature class

Writing (5 credits) - Engl 081 or an English Writing class

Communication (5 credits) - Comm 100 or higher

Math (4 HS Semesters or 10 GRCC Qtr credits)

Math 097 or higher and any other math class

Science (4 HS Semesters or 10 GRCC Qtr credits) must include 1 Lab class (indicated by bold type):

A P 100, **103, 104, 205, 206, 210**; Astro 100, **101**; Biol **100, 103, 110, 127, 201, 202, 203, 210**; Env S 204; Geol **101, 200, 206, 208**; IDS **101, 102, 103**; Phys **101, 110, 111, 112, 150, 151, 152, 201, 202, 203, 208, 221**

U.S. History (2 HS Semester or 5 GRCC Qtr credits)

HSC 021 & 022 or Hist 135, 220, 221 or 222

Civics and Government (1 HS Semester or 3 GRCC Qtr credits)

HSC 025 or P Sci 202

Washington State History (1 HS Semester or 3 GRCC Qtr credits)

Hist 024 or 200

Contemporary World Problems (2 HS Semester or 5 GRCC Qtr credits)

HSC 031, 032; Ames 100; Econ 090, 100; Geog 100, 108, 200; Hist 103, 225, 231, 250; Phil 102; P Sci 090, 100, 201, 203; Soc 110

Health & Fitness (4 HS Semesters or 10 GRCC Qtr credits)

Fitness Related (5 Credits) P E 101, 102, 103, 111, 131, 160, 165; or HI Ed 150

P E Activity (5 credits) Any physical education class or HI Ed 190

Occupational Education (2 HS Semester or 5 GRCC Qtr credits)

Any credit-bearing Professional Technical course or Workforce Training Course

Arts (2 HS Semester or 5 GRCC Qtr credits)

Any Fine Arts or Performing Arts course

Electives (5 HS Semesters or 20 GRCC Qtr credits and Culminating Project)

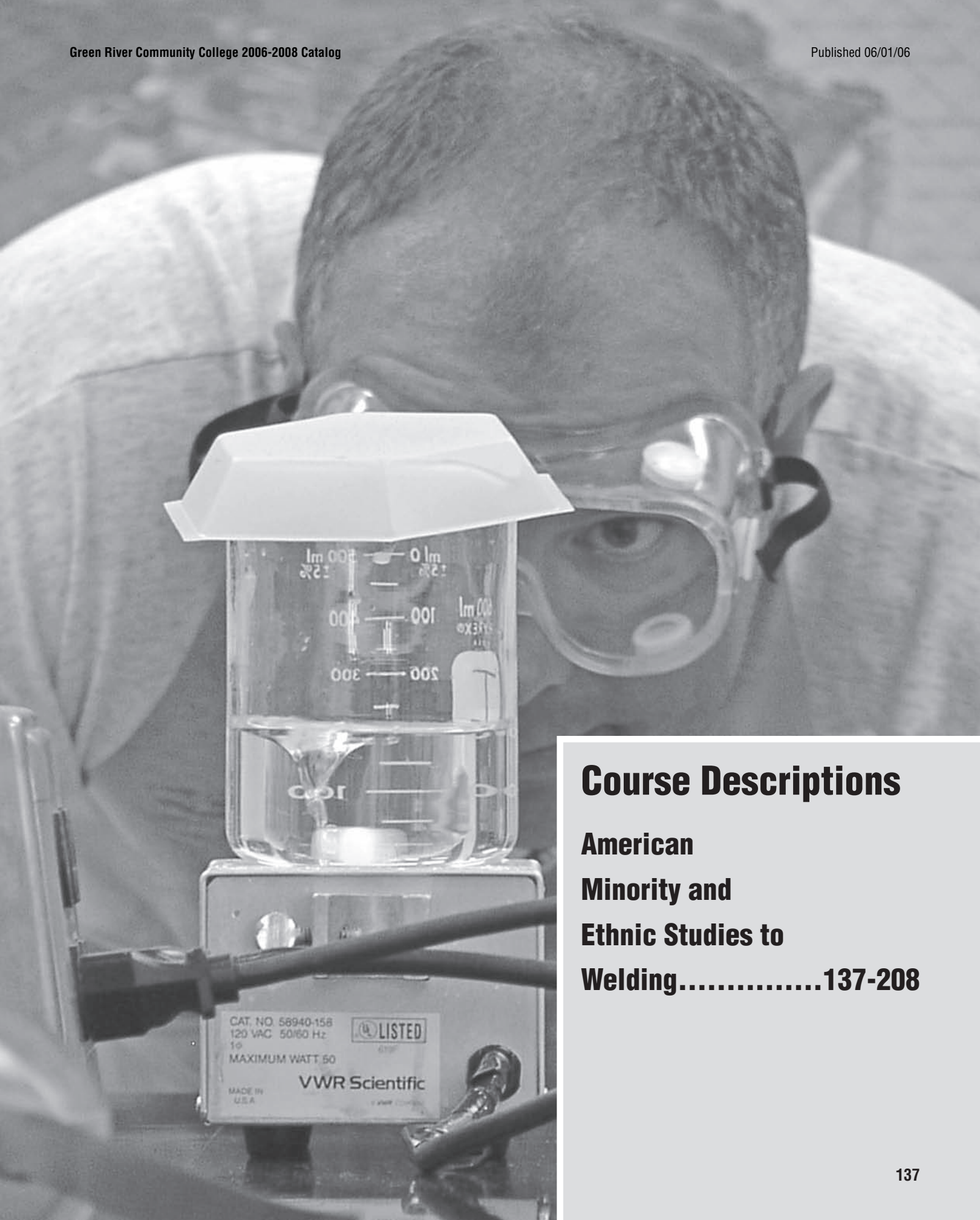
Any GRCC credit-bearing course (except for Basic Ed and ESOL)

Culminating Project and Educational Plan

HSC 040 *May be used as elective credit.

Washington Assessment of Student Learning (WASL)

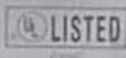
Must pass WASL or completion of state-authorized alternative



Course Descriptions

**American
Minority and
Ethnic Studies to
Welding.....137-208**

CAT. NO. 58940-158
120 VAC 50/60 Hz
1φ
MAXIMUM WATT 50



VWR Scientific

MADE IN
U.S.A.

Course Descriptions

Department/Division	Abbrev.	Page No.
American Ethnic & Minority Studies	Ames	139
Anatomy-Physiology	AP	139
Anthropology	Anthr	139
Art	Art	140
Astronomy	Astro	142
Auto Body Technology	Abody	142
Automotive Technology	Atech	143
Aviation	Avia	144
Basic Education	Basic	146
Behavioral Science	Behsc	146
Biology	Biol	147
Business Administration	B A	148-149
Business Education	Bus E	149-154
Business Management	Bus	154-155
Carpentry Technology	Carp	155
Chemistry	Chem	156
Chinese	Chin	157
Communication Studies	Comm	157
Computation	Acomp	158
Computer Reporting Technology	Crpt	158
Computerized Machining and Manufacturing	Mfg	160
Computer Science	C Sci	160
Cooperative Education	Coop	162
Criminal Justice	CRJ	162-163
Dance	Dance	163
Design Drafting Technology	D T	163-164
Drama	Drama	166
Early Childhood Education	ECE	166-168
Economics	Econ	168
Education	Edu	169
Education in Early Childhood	Edec	169
Engineering	G E	170-171
English	Engl	171-174
English for Speakers of Other Languages	ESOL	174-175
Environmental Science	Env S	176
Forensic Technology	See CRJ	162-163
Forest Resources	Fores	176
French	Fren	176
Geographic Information Systems	GIS	176-177
Geography	Geog	177
Geology	Geol	177

Department/Division	Abbrev.	Page No.
German	Germ	177-178
Health and Human Services	H Hsc	178
Health Education	HI Ed	178
Health Science	H Sci	178
High School Completion (Diploma)	HSC	178-179
History	Hist	179-180
Humanities	Human	181
Industrial Education	Indus	181
Industrial Engineering	I E	181-182
Information Technology	IT	182-185
Interdisciplinary Science	IDS	185
Japanese	Japan	185
Journalism	Journ	185-187
Library	Lib	187
Manufacturing Technology	Mach	187-188
Mathematics	Math	188-190
Music	Music	190-192
Natural Resources	Natrs	192-193
Natural Science	N Sci	194
Nursing	Nurse	194-195
Nursing Assistant	Nrs A	195
Occupational Therapy Assistant	O T	195-196
Parent Child Education	PCE	196-197
Philosophy	Phil	197-198
Photography	Photo	198-199
Physical Education	P E	199-201
Physical Therapy	P T	201-202
Physics	Phys	202-203
Political Science	P Sci	203-204
Psychology	Psych	204
Reading	Read	204-205
Social Science	S Sci	205
Sociology	Soc	205
Spanish	Span	206
Special Studies	Sp St	206
Study Skills	St Sk	206
Technology	Tech	206
Wastewater Technology	WWT	206-207
Water Supply Technology	WST	207-208
Water Technology	Wtech	208
Welding	Weld	208

Course Descriptions • ACOMP • American Minority and Ethnic Studies • Anatomy-Physiology • Anthropology

This section includes a brief description of each credit class offered on a regular basis by Green River Community College. Classes are arranged in alphabetical order according to the college department that offers the class.

Each listing includes a course number, course title, number of credits awarded and course description. Prerequisites are also designated where appropriate.

Courses numbered 100-299 are designed for Green River Community College programs and courses that transfer to senior institutions (transfer is sometimes limited). The 100 series is ordinarily for first-year students and the 200 series for second-year students, but this distinction varies because of differing requirements of other colleges and universities.

Consult the "Programs of Study" section of this catalog and your faculty advisor for specific information about each class and about which classes will meet your requirements.

ACOMP (See Computation)

American Minority and Ethnic Studies (AMES)

100 Introduction to Ethnic and Minority Studies (5)

A social and historical overview of the interrelationships that exist between various groups in the United States. Focuses on Native American, African American, Latino and Asian American relations with each other and with the dominant society. **RECOMMENDED:** Eligible for ENGL 110. Satisfies a social science requirement for AA degree.

194 Special Topics (1-5)

Focuses on a special topic in ethnic studies. Any theoretical concept needed by students will be developed in course presentations. Students may repeat the course when a different topic is presented.

215 Northwest Coast Indians: The Nuu-Chah-Nulth (5)

The Nuu-Chah-Nulth peoples of the northwest coast will be studied, as they are known from historical, ethnographic and informant sources. A field course in conjunction with the Clayoquot Sound Summer Program. **PREREQUISITE:** Instructor's permission. Cross-listed with ANTHR 215 and S SCI 215. Satisfies a social science requirement for AA degree.

299 Independent Study (1-5)

Allows and encourages a student to study independently in an area of his/her special interests in American and ethnic minority studies. Course content and/or type and scope of work to be decided in conference between student and instructor. **PREREQUISITE:** AMES 100 and/or instructor's permission.

Anatomy-Physiology (AP)

100 Survey of Human Anatomy and Physiology (5)

Study of the basics of human anatomy and physiology including anatomical terminology, basic biochemistry, cells and tissues, and the integumentary, skeletal, muscular, nervous, endocrine, cardiovascular, lymphatic/immune, respiratory, digestive, urinary, and reproductive systems. Introduction to common human disease processes. For non-science majors or as preparation for allied-health profession students intending to take advanced anatomy and physiology courses. Satisfies a natural science requirement for AA degree.

102 Bringing Anatomy and Physiology to Life (5)

This class is intended for students interested in applying human anatomy and physiology to their lives, without going into the depth of the other anatomy/physiology courses offered at GRCC. This class is intended for non-science majors and for students not pursuing an allied health career at this point. In this class we develop an understanding of the structure and function of some of the key systems in the human body. Non-lab science course. **PREREQUISITE:** Eligible for ENGL 100 or MATH 072. Satisfies a natural science requirement for AA degree.

103 Essentials of Human Anatomy-Physiology 1 (5)

Introductory course in human anatomy and physiology. First of a two-quarter sequence including the study of structure and function of cells, tissues, and the integumentary, skeletal, muscular, and nervous systems. Introduction to common human disease processes. Laboratory component includes anatomical studies using microscopy and dissection and the study of physiological concepts via experimentation. AP 100 strongly recommended. Satisfies a lab science or natural science requirement for AA degree.

104 Essentials of Human Anatomy-Physiology 2 (5)

Introductory course in human anatomy and physiology. Second quarter of a two-quarter sequence including the study of the endocrine, cardiovascular, lymphatic/immune, respiratory, digestive, urinary, and reproductive systems. Introduction to common human disease processes. Laboratory component includes anatomical studies using microscopy and dissection and the study of physiological concepts via experimentation. **PREREQUISITE:** AP 103. Satisfies a lab science or natural science requirement for AA degree.

205 Human Anatomy-Physiology 1 (5)

Study of human structure and function. First of a two-quarter sequence including the study of cells, tissues and the integumentary, skeletal, muscular and nervous systems. Mechanisms of common human disease processes are explored. Laboratory component includes anatomical studies using microscopy, palpation, and dissection and the study of physiological concepts via experimentation. Intended to prepare transfer students for careers in health profession fields such as dental hygiene, nursing, physical therapy, chiropractic, etc. **PREREQUISITE:** AP 100 or AP 104 with a minimum grade of 2.0 or instructor's permission. Satisfies a lab science or natural science requirement for AA degree.

206 Human Anatomy-Physiology 2 (5)

Study of human structure and function. Second quarter of a two-quarter sequence including endocrine, cardiovascular, lymphatic/immune, respiratory, digestive, urinary, and reproductive systems. Mechanisms of common human disease processes are explored. Laboratory component includes anatomical studies using microscopy, palpation, and dissection and the study of physiological concepts via experimentation. Intended to prepare transfer students for careers in health profession fields such as dental hygiene, nursing, physical therapy, chiropractic, etc. **PREREQUISITE:** AP 205 with a minimum grade of 2.0. Satisfies a lab science or natural science requirement for AA degree.

210 Cadaver Anatomy (1)

A comprehensive review of human cadaver anatomy for health professionals and students of the health professions. Major muscles, skin, bones and joints, internal organs, the brain, spinal cord and major nerves, and blood vessels will be reviewed, palpated, and discussed. Use of several dissected cadavers provides opportunities to study anatomical variations, pathologies, and anatomical change resulting from the aging process. **PREREQUISITE:** Concurrent enrollment in AP 104 or 206 or instructor's permission. Satisfies a natural science requirement for AA degree.

Anthropology (ANTHR)

100 Introduction to Anthropology (5)

Provides a basic understanding of the four sub-fields of anthropology: physical anthropology, archaeology, linguistics, and socio-cultural anthropology. Units of study include the concept of evolution, the concept of culture, human biological and cultural origins, primate behavior, pre-history, language acquisition, and cultural development. Satisfies a social science requirement for AA degree.

Course Descriptions • Anthropology • Art

- 194 Special Topics (1-5)**
Focuses on a special topic in anthropology. Theoretical concepts needed by students will be developed in course presentations. Students may repeat the course when a different topic is presented.
- 201 Principles of Biological Anthropology (5)**
Study of human evolution. Includes study of the theories of evolution by natural selection and other means. The evidence for human evolution through the fossil record, the comparison of human and non-human primates in behavior and morphology, and modern human variations and their implications to human adaptation will be covered. *PREREQUISITE: ANTHR 100 or BIOL 100 or 201 or instructor's permission. RECOMMENDED: Eligible for ENGL 110. Satisfies a natural science or social science requirement for AA degree.*
- 202 Principles of Sociocultural Anthropology (5)**
A study of the field of sociocultural anthropology with emphasis on the nature of culture, what types of social systems exist in society, and how they work in relation to the members of society. Includes both theoretical and methodological issues in anthropology as well as ethnographic studies. *PREREQUISITE: Eligible for ENGL 110 or instructor's permission. Satisfies a social science requirement for AA degree.*
- 203 Principles of Archaeology (5)**
An introduction to the techniques, methods and goals of archaeological research, including excavation and dating of archaeological materials and general problems encountered in explaining archaeological phenomena. *Satisfies a social science requirement for AA degree.*
- 205 Introduction to Medical Anthropology (5)**
Cross-cultural examination of health beliefs, care systems and healer/patient relationships will be studied as they are known from ethnographic, informant and popular sources. *Satisfies a social science requirement for AA degree.*
- 206 Introduction to Anthropology of Religion (5)**
An introduction to the concepts and theories that characterize the anthropological study of religion as a system within culture. Focuses on the cross-cultural examination of types of religious organizations, beliefs and rituals and practitioner. *Satisfies a social science requirement for AA degree.*
- 210 Indians of North America (5)**
Indians of North America (north of Mexico) as they are known from historical and ethnographic sources. Representative cultures of all the major regions will be studied with some greater emphasis on the Northwest Coast. *Satisfies a social science requirement for AA degree.*
- 215 Northwest Coast Indians: The Nuu-Chah-Nulth (5)**
The Nuu-Chah-Nulth peoples of the northwest coast will be studied, as they are known from historical, ethnographic and informant sources. A field course in conjunction with the Clayoquot Sound Summer Program. *PREREQUISITE: Instructor's permission. Cross-listed with AMES 215 and S SCI 215. Satisfies a social science requirement for AA degree.*
- 220 Northwest Coast Indians (5)**
The Native American Cultures of the Northwest Coast (a cultural area that extends from Southern Alaska to Northern California with an internal boundary of the Cascade Mountains) will be studied as they are known from historical, ethnographic and informant sources. *Satisfies a social science requirement for AA degree.*
- 265 Forensic Anthropology (5)**
Forensic anthropology is defined as the application of physical anthropology to medico-legal death investigation. Introduces the science of skeletal biology, and the associated concepts of human variation, and explores their application within a forensic context. *Satisfies a social science requirement for AA degree.*
- 273 Field Archeology (1-10)**
Provides the student with fieldwork in archaeology through experiences in site survey, excavation, recording, classifying, cataloging and reporting. *PREREQUISITE: ANTHR 100 or instructor's permission. Satisfies a social science requirement for AA degree.*
- 274 Anthropology of Mexico (5)**
Students will study Mexico through readings and lecture discussions on Mexico's past cultures and civilizations as well as modern village and urban life. *Satisfies a social science requirement for AA degree.*
- 294 Special Topics (varies) (1-5)**
Focuses on a special topic in anthropology. Theoretical concepts needed by students will be developed in course presentations. Students may repeat the course when a different topic is presented.
- 298-299 Independent Study—Anthropology (1-5)**
Permits a student to pursue a special interest in the field of anthropology with the personal direction and assistance of an instructor. *PREREQUISITE: Instructor's permission.*
- Art (ART)**
- 100 Introduction to Art (5)**
Introduces the basic elements and principles of art and the media with which artists create. *Satisfies a humanities/fine arts/English requirement for AA degree.*
- 105 Beginning Drawing (5)**
Covers the use of line, shape, light and shadow, perspective and fundamentals of composition in the context of drawing based on observation and creative expression. Introduces students to the figure, forms in nature, landscape, interior spaces and still life. *Satisfies a humanities/fine arts/English requirement for AA degree.*
- 106 Intermediate Drawing (5)**
Focuses on the human form as a basis for learning about anatomy, composition, relationship of figure to environment, line, shape, value and color. *PREREQUISITE: A RT 105 or instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 107 Advanced Drawing (5)**
Students will further explore the human form as subject matter for drawing as a means of creating a coherent visual and expressive statement. *PREREQUISITE: ART 106 or instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 109 Beginning Design (5)**
Introduction to the visual elements of design and the fundamental principles of visual organization. Class will utilize computers and traditional materials. Through visual problem solving, students will strengthen their compositional skills while obtaining a better understanding of the visual world and the terminology with which to discuss it. *Satisfies a humanities/fine arts/English requirement for AA degree.*
- 110 Intermediate Design and Color (5)**
Continues the study of two-dimensional design through the exploration of color. Color relationships, theories, application in various media, and the expressive impact of color will be studied. The computer will be utilized as the primary media in visual problem solving. *PREREQUISITE: ART 109 or instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*

Course Descriptions • Art

- 111 Painting 1 (5)**
Introduces students to traditional and contemporary concepts and techniques in oil painting. Working from still life and landscape, students learn to organize form, color, and tone while practicing various methods of application, color mixing, and surface preparation. *Satisfies an activity or humanities/fine arts/English requirement for AA degree.*
- 112 Painting 2 (5)**
Students further the skills taught in ART 111 and investigate painting as a means for self-expression. Advanced compositions and use of various materials will be explored. *PREREQUISITE: ART 111. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 113 Painting 3 (5)**
Advanced instruction in painting using objectives taught in ART 112. The student will demonstrate further exploration of advanced compositional theories and painting methods. *PREREQUISITE: ART 112. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 114 Pottery 1 (3-5)**
Students develop an understanding and appreciation of clay as an art medium. Students are introduced to the fundamental methods of clay construction on and off the potter's wheel. The fundamental concerns of clay sculpture and utilitarian pottery will be discussed. Art transfer students must take ART 251 instead of ART 214. *Satisfies an activity or humanities/fine arts/English requirement for AA degree.*
- 115 Pottery 2 (3-5)**
Students continue the development of their skills on and off the potter's wheel. Students will be led through discussions of the forming process of object making. Students will be encouraged to explore the visual, tactile, and intellectual possibilities of this art medium. Art transfer majors must take ART 252 instead of ART 215. *PREREQUISITE: ART 114. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 120 Introduction to Graphic Design (5)**
An introduction to the principles of visual communication for both print (publication) and Web (the Internet). Utilizing the computer, explore graphic design concepts through the study of color, form, typography, and composition. Integrating language and communicating ideas through text and imagery. *PREREQUISITE: ART 109 or concurrent enrollment. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 130 Watercolor Painting (3)**
Students will combine watercolor techniques with drawing media to create landscapes, interiors, and figure studies from observation. Emphasis on building foundational skills for the purpose of expressive sketchbooks, illustrations, notational journal drawings, and portfolio presentations. *Satisfies an activity or humanities/fine arts/English requirement for AA degree.*
- 150 Literary/Art Journal Design (3)**
Leads students through the process of creating a student-centered literary and art journal for Green River Community College. Students will be assigned to specific tasks and will be in charge of all elements in the production of a journal of student fiction, poetry, artwork and photography.
- 177-179 Art Work Experience (1-5)**
Offers students an opportunity to work full or part-time in jobs directly related to their programs and interests. Students may receive a salary or volunteer.
- 180 The Artist's Portfolio (3)**
Lead students through the process of organizing a body of artwork into a portfolio. Through discussions, critiques, and demonstrations, students will learn how to assemble, document, and provide support materials for a professional portfolio. *PREREQUISITE: Art 105 and 109, or instructor's permission.*
- 194 Special Topics (1-5)**
Study of special subject matter that is not part of the regular art curriculum. Content varies from course to course each time it is offered.
- 199 Independent Study-Design (1-5)**
Encourages students to study and develop independently in their major areas of advanced design. Students develop their own objectives, evaluation criteria and performance standards in conjunction with the appropriate instructor. *PREREQUISITE: Instructor's permission.*
- 209 3Dimensional Design (5)**
Explores the fundamentals of form and space with 3Dimensional projects. Students will investigate various mixed media materials, and become familiar with structure, mass, color, and scale. *Satisfies a humanities/fine arts/English requirement for AA degree.*
- 210 Advanced 3Dimensional Design (5)**
Further development of 3Dimensional design concepts as they apply to the visual arts. Students will work on an independent project, developing an idea through various design stages, culminating in the installation of a final sculpture. *PREREQUISITE: ART 109 and 209. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 212 History of Art (5)**
Study of the development of visual art from the Prehistoric Period to the Gothic Period of Western Civilization. *Satisfies a humanities/fine arts/English requirement for AA degree.*
- 213 History of Art (5)**
Study of the development of visual art from the Gothic Period to the beginning of the Romantic Period. *Satisfies a humanities/fine arts/English requirement for AA degree.*
- 214 History of Art (5)**
Study of the development of visual art from the Romantic Period up to and including contemporary art. *Satisfies a humanities/fine arts/English requirement for AA degree.*
- 251 Ceramics 1 (5)**
Introductory course in ceramics in which students develop an understanding and appreciation of clay as an art medium. Students are introduced to the fundamental methods of clay construction on and off the potter's wheel. The fundamental concerns of clay sculpture and utilitarian pottery will be discussed. *PREREQUISITE: ART 105 or 109 or 114 or instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 252 Ceramics 2 (5)**
Students continue the development of their skills on and off the potter's wheel. Students will be led through discussions of the forming process of object making. Students will be encouraged to explore the visual, tactile, and intellectual possibilities of this art medium. *PREREQUISITE: ART 251 or instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 253 Ceramics 3 (5)**
Advanced course in ceramics with an emphasis on the rigors of developing the conceptual skills of art making with the goal of developing an individual approach to a full integration of ideas, materials, and process. Students are encouraged to experiment with different strategies of clay construction and firing. *PREREQUISITE: ART 252 or instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 255 Advanced Painting I (5)**
An advanced course in painting which covers theory as well as practice and encourages originality and creativity. Students will further their understanding of the methods, materials, and ideas that are central to the practice of painting still lifes, figures, and landscapes. *PREREQUISITE: ART 105, 109 or instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*

Course Descriptions • Art • Astronomy • Auto Body Technology
256 Advanced Painting 2 (5)

Students continue to develop their skills in painting by focusing on advanced compositional theories and abstract concepts. The course stretches and refines abilities by exploring value, pattern, tone, mood, and color theories. Emphasis on the creative process from concept to finished art. *PREREQUISITE: ART 255. Satisfies a humanities/fine arts/English requirement for AA degree.*

257 Advanced Painting 3 (5)

An advanced exploration of traditional and contemporary approaches to theory and practice of painting. Emphasis placed on evoking emotional responses through effects of light, color, and abstraction. Students will work in a series and further explore materials and subject matter. *PREREQUISITE: ART 256. Satisfies a humanities/fine arts/English requirement for AA degree.*

275-277 Independent Study—Ceramics (1-5)

Advanced independent study course in ceramics with emphasis on developing an individual approach to art-making. Students will be required to turn in proposals with project descriptions. Faculty visits will be scheduled to assess development and progress. *PREREQUISITE: Instructor's permission.*

294 Independent Study—Painting (1-5)

Encourages students to study and develop independently in their major areas of painting. Students develop their own objectives, evaluation criteria and performance standards in conjunction with the appropriate instructor. *PREREQUISITE: Instructor's permission.*

295 Independent Study—Painting (1-5)

Continuation of ART 294. Encourages students to study and develop independently in their major areas of painting. Students develop their own objectives, evaluation criteria and performance standards in conjunction with the appropriate instructor. *PREREQUISITE: Instructor's permission.*

296 Independent Study—Painting (1-5)

Continuation of ART 295. Encourages students to study and develop independently in their major areas of painting. Students develop their own objectives, evaluation criteria and performance standards in conjunction with the appropriate instructor. *PREREQUISITE: Instructor's permission.*

297 Independent Study—Advanced Drawing (1-5)

Encourages students to study and develop independently in their major areas of advanced drawing. Students develop their own objectives, evaluation criteria and performance standards in conjunction with the appropriate instructor. *PREREQUISITE: Instructor's permission.*

298 Independent Study—Advanced Drawing (1-5)

Continuation of ART 297. Encourages students to study and develop independently in their major areas of advanced drawing. Students develop their own objectives, evaluation criteria and performance standards in conjunction with the appropriate instructor. *PREREQUISITE: Instructor's permission.*

299 Independent Study—Advanced Drawing (1-5)

Continuation of ART 298. Encourages students to study and develop independently in their major areas of advanced drawing. Students develop their own objectives, evaluation criteria and performance standards in conjunction with the appropriate instructor. *PREREQUISITE: Instructor's permission.*

Astronomy (ASTRO)
100 Introduction to General Astronomy (5)

Introduces the history of astronomy; how stars form, live and die; the rapidly changing field of galactic astronomy; the beginning and evolution of the universe; how our own solar system forms and operates; and the possibility of intelligent life elsewhere in the universe. Offered online only. Does not include a laboratory experience. Not open to students who have taken ASTRO 101. *Satisfies a natural science requirement for AA degree.*

101 General Astronomy (5)

Presents a unified account of contemporary astronomy beginning here at home with our earth and moving outward toward infinity through our solar system, beyond to the stars of our home galaxy and out into the physical universe. Laboratory portion has the purpose of introducing the students to methods and techniques commonly employed in astronomy. Actual experiments performed will vary depending upon weather conditions and which celestial objects are observable that season. Not open to students who have taken ASTRO 100. *PREREQUISITE: ENGL 110 or eligible for ENGL 110. Satisfies a lab science or natural science requirement for AA degree.*

Auto Body Technology (ABODY)
051 Repair and Painting (4)

Provides an introduction to auto body repair and painting for the hobbyist. Students will be introduced to current industry safety practices, hazardous materials practices, and receive instruction in skills from metal straightening to spot and complete repainting. It also serves as additional practice for the experienced auto body student. *PREREQUISITE: Instructor's permission.*

052 Summer Repair and Painting (1-13)

Provides an introduction to auto body repair and painting for the hobbyist. Students will be introduced to current industry safety practices, hazardous materials practices, and receive instruction in skills from metal straightening to spot and complete repainting. It also serves as additional practice for the experienced auto body student. *PREREQUISITE: Instructor's permission.*

060-062 Fundamentals of Auto Body Repair and Painting 1-3 (1-7)

A variable credit course designed for high school students presenting fundamental principals of basic, non-structural auto body repair and painting. Course content includes safety, metal straightening and filling, panel replacement and adjustment, welding, preparation for paint and painting. Workplace ethics including attendance, punctuality, efficiency, and good housekeeping will be an integral part of all instruction. Credits earned in this course at a 3.0 or higher will articulate directly to the GRCC Auto Body Technology program. *PREREQUISITE: High school permission.*

100 Conduct/Safety/Equipment (1)

A modular, self-paced course presenting fundamental principles and terminology of auto body conduct/safety and equipment. Hazardous materials, workplace ethics, leadership, human relation fundamentals, cultural diversity, attendance, punctuality and good housekeeping as applied to the industry will be an integral part of instruction in all applicable situations. *PREREQUISITE: Instructor's permission, and concurrent enrollment in ABODY 180.*

104 Non-Structural Repair (1-14)

A modular, self-paced course presenting fundamental principles and terminology of auto body non-structural analysis and damage repair. Includes preparation, metal finishing, body filling, movable glass and hardware, outer panel repairs and replacement, adjustments, and welding. Hazardous materials, workplace ethics, leadership, human relation fundamentals, cultural diversity, attendance, punctuality, and good housekeeping will be

Course Descriptions • Auto Body Technology • Automotive Technology

an integral part of instruction in all applicable situations. *PREREQUISITE: Instructor's permission and concurrent enrollment in any one of ABODY 180, 181, 182, 183, and 184.*

105 Structural Damage Repair (1-14)

A modular, self-paced course presenting fundamental principles and terminology of auto body structural analysis and damage repair. Includes unibody inspection, measurement and repair, frame inspection and repair, structural welding, and fixed glass damage analysis and repair. See instructor for current list of competencies for this course. *PREREQUISITE: Instructor's permission and concurrent enrollment in any one of ABODY 180, 181, 182, 183, and 184.*

106 Mechanical and Electrical Repair (1-15)

A modular, self-paced course presenting fundamental principles and terminology of auto body mechanical and electrical components, suspension, steering, electrical, brakes, heating and air conditioning, cooling systems, drive train, fuel, intake, exhaust and restraint systems. See instructor for current list of competencies for this course. *PREREQUISITE: Instructor's permission; and concurrent enrollment in any one of ABODY 180, 181, 182, 183, and 184.*

107 Plastics and Adhesives (1-3)

A modular, self-paced course presenting fundamental principles and terminology of auto body plastics and adhesives including identification of plastics to be repaired, plastics repair procedures, rigid and flexible plastics, fiberglass, exterior and interior plastics repair and refinishing. See instructor for current list of competencies for this course. *PREREQUISITE: Instructor's permission and concurrent enrollment in any one of ABODY 180, 181, 182, 183, and 184.*

108 Painting and Refinishing (1-20)

A modular, self-paced course presenting fundamental principles and terminology of auto body painting and refinishing including surface preparation, spray gun operation, paint mixing, matching and applying, solving paint application problems, finish defect causes and cures, safety precautions and miscellaneous analysis and repair. See instructor for current list of competencies for this course. *PREREQUISITE: Instructor's permission and concurrent enrollment in any one of ABODY 180, 181, 182, 183, and 184.*

109 Special Shop Practice (1-11)

A modular, self-paced course presenting fundamental principles and application and practice of competencies learned in ABODY 100 through 108. A capstone course in which the student may choose to refine their skills

in the following competencies: non-structural repair, structural damage repair, mechanical and electrical repair, plastics and adhesives, and painting and refinishing. *PREREQUISITE: Instructor's permission.*

110 Estimating for Collision Repair (3)

Focuses on the process of evaluating collision damaged vehicles and generating repair cost estimates. Students will be introduced to modern vehicle designs including frame and unibody construction. Damage diagnosis and how vehicle systems can be affected in a collision will be covered. Emphasis will be placed on the generation of organized, competitive, and efficient damage reports. Additionally, students will be introduced to computerized estimating.

177-179 Auto Body Work Experience (1-12)

Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Instructor's permission.*

180-184 Industry Leadership 1-5 (1)

Enables auto body students to engage in personal development and leadership activities outside of their regular auto body course work. In addition to class meetings, participation in the GRCC chapter of Skills USA/VICA, other leadership clubs, or various other leadership activities on campus or off, will provide the student with opportunities to grow professionally and personally.

194 Special Topics (varies) (1-13)

Students study and train to meet established local needs in auto body repair industry. Supplemental to classes currently offered. *PREREQUISITE: Instructor's permission.*

Automotive Technology (ATECH)

108.1 State Emission Control

Specialist Phase I (4)

A lecture/demonstration course presenting fundamental principles and terminology of automotive emission control systems. Emphasizes developing a positive attitude toward work ethic, cultural and gender diversity, personal safety and a safe workplace, and disposal of hazardous materials. Students passing with an 80% score will receive a certificate from the Department of Ecology designating them a State Emissions Specialist. *PREREQUISITE: Instructor's permission.*

108.3 Emissions Recertification (2)

A lecture/demonstration course presenting fundamental principles and terminology of automotive emission control systems. Emphasizes developing a positive attitude toward work ethic, cultural and gender diversity, personal safety and a safe workplace, and disposal of hazardous materials. Students passing with an 80% score will receive a certificate from the Department of Ecology designating them a State Emissions Specialist. *PREREQUISITE: ATECH 108.1 or instructor's permission. This is a pass/no credit course.*



Course Descriptions • Auto Body Technology • Aviation Technology

110 Shop Procedures (2)

Training in automotive shop procedures to include use and maintenance of special tools and equipment, service and repair record keeping, use of technical reference materials, and regulations governing the automotive repair industry. Emphasizes developing a positive attitude toward work ethic, cultural and gender diversity, personal safety and a safe workplace, and handling and disposal of hazardous materials. *PREREQUISITE: Instructor's permission and reading placement score of 81 or above.*

111 Electrical and Electronics Systems (1-14)

A modular, self-paced course presenting fundamental principles and terminology of automotive electrical systems. Use of Ohm's Law, wiring diagrams, diagnostic and test instruments. Diagnosis and repair of batteries, starting system, charging systems, lighting systems, operator information and warning systems, and onboard body computer control systems. Emphasizes developing a positive attitude toward work ethic, cultural and gender diversity, personal safety and a safe workplace, and handling and disposal of hazardous materials. *PREREQUISITE: ATECH 110 and instructor's permission. Reading placement score of 81 or above.*

112 Engine Performance (1-14)

A modular, self-paced, comprehensive course encompassing spark system management, emissions control, computerized engine control system sensors and actuators and use of diagnostic equipment necessary to test, adjust, and repair engine systems. Emphasizes developing a positive attitude toward work ethic, cultural and gender diversity, personal safety and a safe workplace, and handling and disposal of hazardous materials. *PREREQUISITE: ATECH 110, 111 and instructor's permission. Reading placement score of 81 or above.*

113 Engine Repair (1-3)

A modular, self-paced course covering internal combustion engine mechanical systems and components operation. Diagnosis of component or system malfunctions. Practical application in cylinder head reconditioning and repair. Emphasizes developing a positive attitude toward work ethic, cultural and gender diversity, personal safety and a safe workplace, and handling and disposal of hazardous materials. *PREREQUISITE: ATECH 110 and instructor's permission. Reading placement score of 81 or above.*

114 Automatic Transmission and Trans-Axle (1-8)

A modular, self-paced course covering theory, application, diagnosis and repair of fluid power, hydraulics, power transmission, and final drive units as applied to automatic transmissions and trans-axles. Emphasizes developing a positive attitude toward work ethic, cultural and gender diversity, personal safety and a safe workplace, and handling and disposal of hazardous materials. *PREREQUISITE: ATECH 110 and instructor's permission. Reading placement score of 81 or above.*

115 Manual Drive Trains and Axles (1-6)

A modular, self-paced course covering theory, diagnosis, adjustment and repair of manual drive train components: i.e., clutch transmission, drive line and axles. Emphasizes developing a positive attitude toward work ethic, cultural and gender diversity, personal safety and a safe workplace, and handling and disposal of hazardous materials. *PREREQUISITE: ATECH 110 and instructor's permission. Reading placement score of 81 or above.*

116 Suspension and Steering (1-6)

Study and application of automotive suspension and steering systems in a modular, self-paced format. Studies include tires and wheels, suspension systems, steering systems, two and four wheel alignment, diagnosis, adjustment, and repair of systems and components. Emphasizes developing a positive attitude toward work ethic, cultural and gender diversity, personal safety and a safe workplace, and handling and disposal of hazardous materials. *PREREQUISITE: ATECH 110 and instructor's permission. Reading placement score of 81 or above.*

117 Brakes (1-7)

A modular, self-paced course covering theory, diagnosis, adjustments, and repair of automotive brake systems to include hydraulic systems, drum brakes, boosters, parking brakes and anti-skid brake system (ABS). Emphasizes developing a positive attitude toward work ethic, cultural and gender diversity, personal safety and a safe workplace, and handling and disposal of hazardous materials. *PREREQUISITE: ATECH 110 and instructor's permission. Reading placement score of 81 or above.*

118 Heating and Air Conditioning (1-6)

A modular, self-paced course in automotive heating and air conditioning systems including diagnosis, service and repair of systems and system components. Emphasizes developing a positive attitude toward work ethic, cultural

and gender diversity, personal safety and a safe workplace, and handling and disposal of hazardous materials. *PREREQUISITE: ATECH 110 and instructor's permission. Reading placement score of 81 or above.*

119 Special Shop Practice (1-12)

Practical application and development of those skills acquired during study and application of competencies listed in course modules ATECH 111 through 118. Emphasizes developing a positive attitude toward work ethic, cultural and gender diversity, personal safety and a safe workplace, and handling and disposal of hazardous materials. *PREREQUISITE: ATECH 110 and instructor's permission. Reading placement score of 81 or above.*

150-154 Automotive Leadership Skills 1-5 (1)

Provides personal development experiences through participation in class as well as leadership activities at school and in the community. Emphasizes individual participation to identify, plan, implement, promote, and evaluate activities. Provides instruction to facilitate development of personal skills in such areas as speaking, applying for a job, practicing management skills, and developing a plan of work. *PREREQUISITE: Instructor's permission.*

177 Auto Work Experience (1-13)

Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Instructor's permission.*

194 Special Topics (1-4)

Provides training to meet established local needs in automotive repair industry, supplemental to classes currently offered. *PREREQUISITE: Instructor's permission.*

Aviation Technology (AVIA)

110 Airline Operation (5)

Covers operation of large U.S. and international airlines. Includes setting passenger fares and cargo rates, regulations, marketing, labor, responding to competition, scheduling, reservations, dispatch and aircraft selection. Also includes discussion of aviation careers.

111 Private Pilot Ground School (5)

Includes aerodynamics, navigation, weather, communications, regulations, flight physiology, weight balance, and other subjects preparatory to the FAA Private Pilot written exam.

Course Descriptions • Aviation Technology

123 Aviation Weather (5)

Covers theory of weather processes and interpretation of weather reports and charts. Special aviation-related topics such as high-altitude weather, arctic weather and tropical weather are covered. Students gain a fundamental knowledge of weather observation and forecasting techniques and instruments. Includes special aviation problems such as windshear and micro-burst detection. Terminal Aerodrome Forecast/Aviation Routine Weather.

160 Aviation Communication (2-5)

Intensive instruction and practice in listening and speaking the words and phrases used in pilot-controller-dispatcher radio communication. Emphasis is on accuracy and efficiency. Course very useful for, but not limited to, persons who have completed ESOL. In both USA and ICAO (International) format.

177-179 Aviation Work Experience 1-3 (1-13)

Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. Instructor's permission.

201 Air Traffic Control 1 (5)

Introduction to radar and non-radar air traffic control. Flight data processing, aircraft communication, FAA separation standards, controller techniques, and airspace management. Computer simulation of ATC problems. *PREREQUISITE: AVIA 216 or concurrent enrollment or instructor's permission.*

202 Air Traffic Control 2 (5)

Covers pilot and controller roles and responsibilities for instrument flight. Controller-controller and pilot-controller communication with emphasis on speed and accuracy. Extensive computer simulation of radar and non-radar ATC problems. *PREREQUISITE: AVIA 201 or instructor's permission.*

206 Helicopter Ground School (3)

Helicopter aerodynamics, systems, operations, emergencies, flight regulations, weight and balance, pinnacle and slope operations, external loads, high altitude operation, large helicopter operations and other subjects pertaining to the FAA Private Pilot and Commercial Pilot Knowledge Examinations.

208 Airline Dispatch (5)

Practical dispatching for airline and corporate operations. Preflight, inflight and postflight duties. Federal aviation regulations, meteorology, navigation, large aircraft weight/balance, performance, systems, communications. Air traffic control procedures and pilot departure and arrival procedures will

be covered. *PREREQUISITE: AVIA 123 and 216 or instructor's permission.*

209 International Flight Planning and ETOPs (5)

Air carrier flight planning to points outside the United States. Federal Aviation Regulations (Part 121) and International Civil Aviation Organization regulations (ICAO). Flight planning practice using ICAO forms. Extended two-engine overwater operation procedures (ETOPs). Routing, fuel, equipment and weather requirements. *PREREQUISITE: AVIA 208 or concurrent enrollment or instructor's permission.*

211 Aerodynamics for Pilots (3)

Covers aerodynamic forces, symbols-equations, airspeed measurements, the four forces of light, jet aircraft performance, propeller aircraft performance, helicopter aerodynamics, stability, takeoff and landing performance. *PREREQUISITE: AVIA 111 or instructor's permission.*

212 Human Factors for Aviators (2)

Human reactions to different situations such as emotional stress and fatigue can adversely affect the safety of flight. Different flight environments influence human physiology such as the eyes and ears, and the brain and the body, and these effects on human physiology can cloud judgment of flight crews. Cockpit and dispatch resource managements are also crucial in the development of good communication skills between flight personnel and the ground crew. *PREREQUISITE: AVIA 111, 211; or instructor's permission; or concurrent with AVIA 211.*

213 Aviation History and Careers (5)

Provides students with a clear understanding of aviation, its history and technological developments in the past and future. Also addresses the range of career opportunities in the field of aviation, including flight instructor, airline captain, air traffic controller, and aircraft dispatcher. *PREREQUISITE: AVIA 110, 111 or instructor's permission.*

214 Airport Management and Operations (5)

Examines the administration of public airports and their relationship with airlines, fixed-base operators, and the FAA. Federal airport standards for security, fuel handling and storage, noise abatement, bird control, clear zones, lighting, and federal and state financial aid programs to airports for improvements and upgrades are also studied.

216 Instrument Pilot Ground School (5)

Provides students with information necessary to pass the FAA Instrument Pilot written

examination. Covers radio navigation, IFR flight planning and decision-making, ATC procedures, Federal Aviation regulations pertinent to instrument flight. FAA part 141 approved. *PREREQUISITE: AVIA 111 or instructor's permission.*

218 Commercial Pilot Ground School (5)

Topics include navigation, weather, advanced aircraft performance, high-power engine operation, multi-engine factors, regulations, weight shift, instrument flight and communication, and airspace. FAA Part 141 approved. Prepares students for the FAA Commercial Pilot written exam. *PREREQUISITE: AVIA 111 or instructor's permission.*

220 Flight Instructor Ground School (5)

Prepares students to pass the FAA Fundamentals of Instructing, Basic Ground Instructor, Advanced Ground Instructor and Flight Instructor-Airplane written tests. Covers aviation instruction methods, the learning process, elements of effective teaching and lesson planning. Also covers aerodynamics, aircraft systems, aviation weather, flight maneuvers and navigation. *PREREQUISITE: AVIA 111, 216 and 218.*

230 Private Pilot, Flight (5)

Qualifies the student for the FAA Private Pilot test or updates skills necessary to retain flight proficiency. A local authorized flight school will provide all in-flight instruction. Six hours of flight simulator experience is provided on campus.

231 Private Helicopter, Flight (5)

Helicopter flight training. Basic aerodynamics and parts of a helicopter, hovering, climbing, turning, descent, night operation, emergency procedures, autorotation, slope, and confined area operations.

236 Instrument Pilot, Flight (5)

Qualifies students for the FAA Instrument Pilot rating or updates skills necessary to retain proficiency. A local authorized flight school will provide all in-flight instruction. Six hours of flight simulator experience is provided on campus. *PREREQUISITE: AVIA 111, 216, 230 or instructor's permission.*

240 Commercial Pilot, Flight (5)

Instruction and experience in knowledge and flight maneuvers required by the FAA for the Commercial Pilot flight test. In-flight instruction provided by local authorized flight school. Six hours of flight simulator experience is provided on campus. *PREREQUISITE: Private Pilot certificate or instructor's permission. This is a pass/no credit course.*

Course Descriptions • Aviation Technology • Basic Education • Behavioral Science
241 Commercial Helicopter, Flight (5)

Advanced helicopter flight training. Normal and crosswind takeoffs and landings, load and balance determination, slow flight, cross-country navigation, limited visibility operations, high altitude takeoffs and landings, emergency procedures including autorotation with a power-on recovery hover.

Basic Education (BASIC)
**032-034 Adult Basic Education—
Levels 2, 3, 4 (1-15)**

Provides instruction in basic reading, writing, critical thinking, and math to help students acquire fundamental academic, vocational and adult life skills. *PREREQUISITE: Instructor's permission and appropriate CASAS score. This is a pass/no credit course.*

053 Adult Basic Math (1-5)

Helps students achieve proficiency in basic math skills in order to function better in their daily lives, perform job-related math tasks, prepare for college-level math classes, or prepare for the math portion of the GED exam. *PREREQUISITE: Appropriate placement score on CASAS math assessment and instructor's permission. This is a pass/no credit course.*

055 Adult Basic Reading 1 (1-5)

Provides students with the opportunity to learn phonetic skills and basic sight words that enable them to decode the sounds of English and to increase vocabulary in order to improve comprehension of increasingly challenging materials. *PREREQUISITE: Appropriate placement scores on ABE CASAS reading assessment and instructor's permission. This is a pass/no credit course.*

056 Adult Basic Reading 2 (1-5)

Provides students with the opportunity to learn reading strategies and techniques that improve their understanding of reading materials for work, study, or pleasure. Also provides instruction in the following basic reading skills: developing vocabulary, using the dictionary, and improving reading comprehension. *PREREQUISITE: Appropriate placement score on ABE CASAS reading assessment and instructor's permission. This is a pass/no credit course.*

059 Adult Basic Writing (1-5)

Helps students achieve proficiency in basic writing skills to help them communicate more effectively in writing and performing job-related writing tasks, and prepare for college-level writing classes. *PREREQUISITE: Instructor's permission and appropriate COMPASS placement score. This is a pass/no credit course.*

060 Adult Basic and GED Writing (1-5)

Helps students improve proficiency in basic writing skills to prepare for college-level writing classes or for the writing skills test on the GED exam. Students write connected paragraphs with correct mechanics, usage and sentence structure on topics applicable to their roles as learners, workers, and community and family members. *RECOMMENDED: Non-native speakers of English should complete ESOL classes or take BASIC 032, 033, 034, 055, or 059 prior to registering for BASIC 060. PREREQUISITE: Instructor's permission and appropriate COMPASS score. This is a pass/no credit course.*

**072-074 Basic Skills Review—
Levels 2, 3, 4 (1-6)**

For students who need to study in only one or two basic areas. Students study in the basic skills class for shorter periods of time, and remain only until the basic skills goals have been met. *PREREQUISITE: Instructor's permission and appropriate CASAS score. This is a pass/no credit course.*

075 Basic GED Preparation (1-15)

Helps students master the skills required in writing, critical thinking, social studies, science, reading and mathematics to pass the GED exam. *PREREQUISITE: Instructor's permission and appropriate CASAS score. This is a pass/no credit course.*

076 Advanced GED Preparation (1-15)

Helps students master the skills required in writing, critical thinking, social studies, science, reading and mathematics to pass the GED exam. *PREREQUISITE: Instructor's permission and appropriate CASAS score. This is a pass/no credit course.*

Behavioral Science (BEHSC)
101 College Experience (2)

Helps the first year student adjust to the college experience, develop a better understanding of the learning process, and to acquire basic "survival skills." Provides a "support group" experience for students in the first critical year of the college experience by assisting them in examining problems common to that experience in an atmosphere less formal than a traditional course.

103 Interpersonal Relations (5)

Assists students in increasing their effectiveness in interacting with other people. Focuses on learning skills in relationship building, maintaining relationships, and developing relationships in transition. Communication, conflict resolution and anger management skills will be presented in a lecture/discussion format.

107 Career Explorations (5)

For any person entering the labor force for the first time, or who is re-entering the world of work after a period of non-activity, or who wishes to change to a more satisfying occupation. Emphasizes the need of the individual student. *This is a pass/no credit course.*

107.1 Career Planning (3)

Participants assess their skills, interests, and personality, and identify career paths and options. Students also participate in activities to help them determine and establish career and educational goals.

115 Assertiveness Training (3)

Teaches communication skills that will help students state their thoughts and feelings honestly, directly, and appropriately in situations they meet and relationships they establish. Students receive instruction about the influence of human territoriality on the quality of communication and relationships. Instruction is also given on specific assertiveness skills.

175 Human Sexuality (5)

Explores the physiological, social and psychological aspects of sexuality. Major theoretical constructs and empirical data regarding sexuality will be studied. Particularly valuable for individuals who are either working or plan to work in the fields of physical and mental health. *Cross-listed with PSYCH 175. Satisfies a social science requirement for AA degree.*

180 Introduction to Psychodrama (3)

Exploratory course in beginning therapy designed to introduce an individual to the fundamental elements and principles of psychodramatic methods. The use of action methods such as role-playing complements traditional verbal approaches in resolving personal problems.

185 Psychology of the Self (5)

Introduces the theoretical paradigms of the human self and methods of optimizing the development of the Self. Each class member will demonstrate through class discussions, essay and multiple choice examinations an understanding of the major paradigm regarding the Psychology of Self. Also, each class member will develop, implement and evaluate a program of self-understanding using the presented theoretical concepts and methods.

Course Descriptions • Behavioral Science • Biology

190 Stress Management (5)

Increases student awareness of stress, anxiety and frustration. Provides a broad physical, social and psychological understanding of the human stress response. Also provides students with materials from a wide background of stress research and experimentation, offering scientific insight and practical skills for effective stress management. *This is a pass/no credit course.*

194 Special Studies (1-5)

Offers special behavioral science subject matter which is not part of the regular curriculum. As such, the content varies from course to course, depending upon the requests from students or the opportunity to present unusual topics. *This is a pass/no credit course.*

294 Special Studies (1-5)

Content varies each time course is offered. May include studies in transpersonal experiences, intra-psycho phenomena, hypnotically modified behavior, electronically mediated learning, micro-counseling techniques, or other experiences that are therapeutic in nature where need or interest is expressed.

298-299 Independent Study (1-3)

For the student with basic preparation in counseling or guidance who wishes to apply his/her knowledge and abilities, working under the close supervision of a professional counselor in the community college, secondary schools or community agencies. Content and credits determined by the nature of the student proposal, by the time required to complete the project and by the institution. *PREREQUISITE: Instructor's permission.*

Biology (BIOL)**100 Introductory Biology (5)**

For non-biology majors. Fundamental topics chosen from all areas of modern biology including the environment, ecology, physiology and cell biology. Uses examples from all the kingdoms of life. *Satisfies a lab science or natural science requirement for AA degree.*

103 Botany (5)

For non-biology majors. The fundamentals of plants at the cellular, organism, and population levels will be discussed. Plant structure and function, genetics, photosynthesis, ecological principles, and their inter-relationships will be covered. *Satisfies a lab science or natural science requirement for AA degree.*

110 Northwest Ecology (5)

Focuses on fundamental ecology of the Pacific Northwest and designed for the beginning college student. The diversity, characteristics, and interactions of terrestrial, freshwater, and marine organisms, especially as they relate to community and ecosystem sustainability will be discussed. *Satisfies a lab science or natural science requirement for AA degree.*

127 Natural Science of Australia and New Zealand (5)

Focuses on the ecology of Australia and New Zealand including ecosystems and human impact on ecosystems. The biodiversity, characteristics, and interactions of Australian flora and fauna will also be investigated within various habitats and ecosystems. A significant portion of the course will involve field observations and experiences. Does not meet the lab requirement. *PREREQUISITE: Enrollment in Australia Study Abroad Program. Satisfies a natural science requirement for AA degree.*

140 Field Trips in Biology (1)

Explores various biological ecosystems of the Pacific Northwest. Locations of the field trips vary from year to year. *PREREQUISITE: Instructor's permission. Satisfies an activity requirement for AA degree.*

177 Cooperative Education (1-12)

Offers students an opportunity to work full or part-time in jobs directly related to their programs and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*

194 Special Topics Lecture (1-5)

Focuses on a variety of topics—e.g., bird study, local plants and environmental issues such as timber management and pollution in Puget Sound. Classes are conducted through lectures, class and group discussion and/or readings. May be repeated when a different topic is presented.

195 Special Topics Lab (1-4)

A lab component that may be linked to BIOL 194. Focuses on a variety of topics, e.g. bird study, local plants, and environmental issues such as timber management and pollution in Puget Sound.

201 General Biology (6)

This class has three primary goals: develop an understanding of the chemical basis of life, cell structure and function, cellular respiration, photosynthesis, cell division: mitosis/meiosis, principles of inheritance, molecular genetics, DNA technology, and natural selection as

a unifying theme; interpret and evaluate biological information; and, understand science as a process. Intended for students planning to take advanced biology courses and/or those completing pre-professional programs. *PREREQUISITE: CHEM 160 or CHEM 102 and ENGL 110 or instructor's permission. Satisfies a lab science or natural science requirement for AA degree.*

202 Animal Biology (6)

Surveys the animal kingdom in the context of evolution, taxonomic classification, fundamental physiology, and fundamental ecology. Specific topics will focus on selected representatives of the animal kingdom. The laboratory portion of this class corresponds to selected lecture topics, and provides hands-on experience for students. *PREREQUISITE: BIOL 201. Satisfies a lab science or natural science requirement for AA degree.*

203 Plant Biology (6)

Covers the phylogenetic relationships of flowering plants with each other and other kingdoms, photosynthesis, plant structure and function, water and mineral nutrition, control of growth and development, and animal and plant ecology. Topics are presented using a problem solving approach to plant biology through observation and discussion. Independent laboratory work is stressed. Successful students will be able to apply their understanding of the principles taught to new situations. *PREREQUISITE: BIOL 201. Satisfies a lab science or natural science requirement for AA degree.*

210 Microbiology (5)

Introduction to the characteristics and activities of microorganisms with emphasis on the role of microorganisms in medicine, the environment and industry. Major topics include microbial classification, growth, metabolism, the role of microorganisms in disease, and immune responses of the host. Laboratory portion includes culture, identification and control of selected microorganisms. *PREREQUISITE: AP 104, AP 206, or BIOL 202 or instructor's permission. Satisfies a lab science or natural science requirement for AA degree.*

298 Independent Study (1-5)

Independent study of selected topic(s) in various areas of the biological sciences. Topics selected and scope of study to be determined in conference between student and instructor. Successful students will be able to apply their understanding of the principles taught to new situations. *PREREQUISITE: Instructor's permission.*

Course Descriptions • Business Administration

Business Administration (B A)

101 Business, Government and Society (5)

Students sample the functional operations of any business, e.g., accounting, organization, personnel management, marketing, and social responsibility. Students also play the role of investor to experience the market process as it operates through contemporary financial institutions. A survey of the evolution of free market and command economies leads to understanding relationships of business with labor and government in today's mixed economy. Writing skills are recommended. *PREREQUISITE: Eligible for ENGL 100. Satisfies a social science requirement for AA degree.*

110 Practical Financial Accounting (5)

Elementary course covering the complete accounting cycle for service and merchandising businesses. The basic functions of analyzing, classifying, recording, and summarizing accounting data are studied. Topics include journals, ledgers, worksheets, adjusting entries and financial statement preparation. Includes a computerized general ledger application. *PREREQUISITE: Eligible for READ 104 or instructor's permission.*

111 Practical Financial Accounting (5)

A continuation of B A 110. Topics include special journals, receivables, payables, bad debts, interest, recording and discounting of notes, inventories, short-term investments, cash handling procedures, internal accounting controls, intangible assets, all done with an emphasis on generally-accepted accounting principles. Includes computerized accounting applications. *PREREQUISITE: B A 110 with 2.0 grade or higher, or instructor's permission.*

112 QuickBooks for Accounting (5)

The capstone financial accounting course for the Accounting certificate. Provides hands-on experience in learning how computerized, integrated accounting systems function. Topics covered will be accounts receivable, accounts payable, payroll, inventory and job costs. *PREREQUISITE: B A 110 with a grade of 2.0 or higher, or B A 210 with a grade of 2.0 or higher, and BUS E 100 with a grade of 2.0 or higher, or instructor's permission.*

113 Practical Accounting (5)

A continuation of BA 111, this is the last in the financial accounting series for the Associate in Applied Arts in Accounting. Topics include accounting for merchandise inventory, accounting for property, plant and equipment, partnerships and corporations, bonds payable, the statement of cash flows, financial statement analysis and manufacturing accounting. Includes integrated general ledger accounting software applications and

spreadsheet applications. *PREREQUISITE: B A 111 with a grade of 2.0 or higher, and B A 145 or instructor's permission.*

118 Individual Taxation (5)

Introduction to the principles and problems in tax accounting for individuals, including the concepts of gross income, adjusted gross income, taxable income, deductions, exemptions, and credits and experience in completing tax reporting forms, both manually and using tax return preparation software. *PREREQUISITE: B A 111 or B A 210 with a grade of 2.0 or higher, or instructor's permission.*

121 Payroll Accounting (5)

Introduction to calculating payroll and payroll taxes and preparing records and reports. Includes a manual payroll project and computerized payroll accounting applications. *PREREQUISITE: B A 110 with a grade of 2.0 or higher.*

130.1 QuickBooks: Introduction to Service, Sales and Accounts Receivable (1)

Introduction to QuickBooks and procedures for a service business for sales, customers, and receivables. *RECOMMENDED: Keyboarding skills.*

130.2 QuickBooks: Service Purchases and Accounts Payable (1)

An introduction to QuickBooks procedures for a service business for purchases, vendors and payables, and end-of-period procedures. *RECOMMENDED: Keyboarding skills and B A 130.1.*

130.3 QuickBooks: Merchandising Sales and Purchases (1)

Introduction to QuickBooks procedures for a merchandising business for sales and purchases, customers and vendors, and receivables and payables. *RECOMMENDED: Keyboarding skills and B A 130.2.*

130.4 QuickBooks: Merchandising and Payroll (1)

Introduction to QuickBooks end-of-period procedures for a merchandising business and QuickBooks procedures for payroll. *RECOMMENDED: Keyboarding skills and B A 130.3.*

130.5 QuickBooks: Computerizing a Manual System (1)

Introduction to procedures for transferring a manual accounting system to QuickBooks. *RECOMMENDED: Keyboarding skills and B A 130.4.*

145 Business Computation (5)

Sharpens the computational skills of students preparing to enter business employment. Provides a thorough review of basic arithmetic operations and their application to typical business problems. Also provides broad consumer education covering topics such as bank reconciliations, discounts, markups and markdowns, payroll, simple and compound interest and present value.

146 Intermediate Business Math (3)

Study of simple and compound interest, negotiable instruments, discounting notes, applying cash discounts and markup, the mathematics of payroll and payroll procedures, and calculation of adjusted gross income for tax purposes. *PREREQUISITE: B A 145 or special placement.*

150 Legal Ethics (3)

A look at Washington's Rules of Professional Conduct governing lawyers and legal support staff, as well as ethical advisory rules of national organizations governing paralegals and legal assistants. Topics include unauthorized practice of law, conflicts of interest, and fee sharing and confidentiality issues due to technological advances.

151 Legal Research and Writing (5)

Teaches students the fundamentals of legal research for use in library and computer research. Students will also learn the fundamentals of legal analysis and writing, how to communicate clearly and how to eliminate mechanical errors peculiar to legal writing. Topics include legal reasoning, secondary vs. primary sources of law, basic citation rules and types of legal documents. *PREREQUISITE: Eligible for BUS E 103 or instructor's permission; and BUS E 130 and ENGL 109.*

152 Legal Evidence (4)

An introduction to the rules of evidence as they relate to the trial process. Discussion of the roles of judge and jury and the different types of evidence available. The methods and means to obtain evidence will be covered, as well as presentation of evidence during trial. *PREREQUISITE: BUS E 103 and eligible for ENGL 102.*

155 Fundamentals of Litigation 1 (5)

Focus is on the investigation and strategy stages of case development. Students will learn Washington State court rules pertaining to pretrial pleadings and motions. Emphasis on drafting court forms and other case documents prepared in the investigation, planning and pretrial pleading phases of litigation. *PREREQUISITE: Eligible for BUS E 103 and ENGL 102.*

Course Descriptions • Business Administration • Business Education

156 Fundamentals of Litigation 2 (5)

Focus is on the motion and discovery phases, as well as settlement, trial and post-trial phases of the litigation process. Students will learn Washington State court rules governing motions, discovery, and settlement of cases, as well as post-trial motions. Emphasis is on drafting court forms and other case documents prepared for trial and post-trial motions, discovery requests, and settlement documents. *PREREQUISITE: BUS E 236.*

175 Instructor Aide (1-5)

The student assists the instructor. Includes working with students in accounting classes, answering their questions, and doing tutorial-type work. *PREREQUISITE: Instructor's permission.*

177-179 Business Administration Work Experience (1-12)

Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*

200 Introduction to Law and Commerce (5)

Introduces legal system through an examination of several substantive areas that will be of interest to both business and non-business students. Covers constitutional law, contracts, torts, product liability, and criminal law. Uses business environment perspective, but also considers general social context within which these laws have emerged. Discusses structure of American legal system and investigates sources of law for that system. *Cross-listed with S SCI 200. Satisfies a social science requirement for AA degree.*

205 Business Law (5)

Focuses on business law and the regulation of business activities. Central emphasis will be on contracts, the uniform commercial code, sales and secured transactions, bankruptcy, and third party contract rights. Course concepts will be illustrated using the "case method" presentation approach. *Satisfies a social science requirement for AA degree.*

210 Financial Accounting 1 (5)

The first course in the three-quarter sophomore accounting transfer series. Concentrates on basic principles, concepts, theories and procedures of recording, analyzing, and interpreting financial data. Students will learn the fundamentals of the accounting cycle, recording and classifying of transactions, and construction of financial statements. Students will study manual and

electronic accounting systems, accounting for cash, internal control, receivables, payables, and inventory. *PREREQUISITE: Eligible for both ENGL 110 and MATH 102; or instructor's permission.*

220 Financial Accounting 2 (5)

The second course in the three-quarter accounting sequence. Topics include fixed assets, liability and equity sections of the balance sheet, the statement of cash flows, and financial statement analysis. Problem solving applying generally accepted accounting principles will be used to promote critical reasoning. *RECOMMENDED: B A 101 and computer spreadsheet skills. PREREQUISITE: B A 210 with a grade of 2.0 or higher or instructor's permission.*

230 Managerial Accounting (5)

Third course in the three-quarter accounting sequence. Covers introductory concepts of managerial accounting. Topics include absorption and variable costing, job costing, cash and capital budgeting. Includes computer application. *RECOMMENDED: ECON 200 and MATH 156 prior to enrolling in this course, and computer spreadsheet skills. PREREQUISITE: B A 220 with a 2.0 grade or higher or instructor's permission.*

Business Education (BUS E)

080 Keyboarding (2)

Keyboards are used to record words and data in the business office as well as in personal communications. Enables a student to develop touch-keyboarding (typewriting) skills in a minimal amount of time. Alphabet, number, and symbol keys will be presented. *For students with little or no keyboarding skills.*

090 Office Accounting (5)

General presentation of financial accounting designed to meet the needs of the non-accountant in business. Develops fundamental accounting principles and applications from initial journal entries through the preparation of financial statements for service and merchandising firms. Topics include the accounting equation, the accounting cycle in service and merchandising firms, special journals, cash transactions, payroll, accounting professionals, and computerized accounting systems. *RESTRICTION: Accounting majors are not eligible for this class.*

100 Fundamentals of Microcomputers (5)

Introduction to computers for home and business applications. Course content includes history, terminology, word processing, spreadsheets, databases, presentations, desktop information management, and Object Linking and Embedding (OLE). An overview of

the Internet will also be covered. Course also provides a foundation for all Business Division computer courses. *A minimum typing speed of 20 wpm is recommended.*

100.1 Microcomputer Fundamentals: Internet (2)

Incorporates self-paced individual resource module to cover the following concepts: The Internet, using Microsoft Internet Explorer to access the World Wide Web, and using the more popular search engines. Recommended for students who are self-motivated, computer-literate, and self-disciplined. Presented as an independent learning environment with no instructor present.

100.2 Microcomputers Fundamentals: Word (2)

Incorporates self-paced individual resource module to cover the following concepts: Using Word to create documents, editing and proofing Word documents, formatting Word documents. Recommended for students who are self-motivated, computer-literate, and self-disciplined. Presented as an independent learning environment with no instructor present.

100.3 Microcomputer Fundamentals: Excel (2)

Incorporates self-paced individual resource module to cover the following concepts: Using Excel to create worksheets, modifying Excel worksheets, formatting Excel worksheets, and creating charts. Recommended for students who are self-motivated, computer-literate, and self-disciplined. Presented as an independent learning environment with no instructor present.

100.4 Microcomputer Fundamentals: Access (2)

Incorporates self-paced individual resource module to cover the following concepts: Using Access to create databases, manipulating data in a database, creating forms, creating reports, and creating queries. Recommended for students who are self-motivated, computer-literate, and self-disciplined. Presented as an independent learning environment with no instructor present.

100.5 Microcomputer Fundamentals: PowerPoint (2)

Incorporates self-paced individual resource module to use PowerPoint to create presentations. Recommended for students who are self-motivated, computer-literate, and self-disciplined. Presented as an independent learning environment with no instructor present.

Course Descriptions • Business Education

- 101 Beginning Typing/Keyboarding (5)**
Keyboards are used to record words and data in the business office as well as in personal communication. Students will learn to operate the alphabet, number, and symbol keys on a computer by touch. Speed and accuracy skill development will be emphasized. Students will apply these computer skills to the formatting of basic business documents using a current word processing program. For students with little or no prior keyboarding (typewriting) instruction. *RECOMMENDED: BUS E 102 for those with a keyboarding speed in excess of 35 words per minute.*
- 102 Intermediate Keyboarding (5)**
Builds on the keyboarding (typewriting) skills and concepts developed in BUS E 101 (Beginning Typing/Keyboarding). There is continued emphasis on speed and accuracy development on a computer keyboard. A modern word processing program will be used to refine formatting skills on basic business documents such as business letters, memorandums, reports, and tables. *A minimum typing speed of 35 wpm is recommended. PREREQUISITE: BUS E 101 or equivalent.*
- 103 Advanced Keyboarding (5)**
Builds on the keyboarding (typewriting) skills and concepts developed in BUS E 102 (Intermediate Keyboarding). There is continued emphasis on speed and accuracy development on a computer keyboard. Students will use a modern word processing program to further refine formatting skills on a computer. Students will enhance their ability to make decisions and to work independently in this course. A minimum typing speed of 45 wpm is recommended. *PREREQUISITE: BUS E 102 or equivalent, BUS E 112 highly recommended.*
- 107 Typing Speed and Accuracy 1 (4)**
For the student who knows the typewriter keyboard and would like extensive speed and accuracy skill development. Emphasis is placed on proper technique, rhythm development, straight-copy skill, and accuracy improvement. *Knowledge of keyboard and a typing speed of 30 wpm are recommended. This is a pass/no credit course.*
- 108 Typing Speed and Accuracy 2 (4)**
For the student who knows the typewriter keyboard and would like intensive speed and accuracy skill development. Emphasis is placed on proper technique, rhythm development, straight-copy skill, and accuracy improvement. *PREREQUISITE: BUS E 107. This is a pass/no credit course.*
- 109 Legal Terminology (3)**
Equips students for further legal studies such as legal transcription, legal office work, paralitigation, and/or court reporting technologies. *Emphasis on Latin as a basis for many legal terms.*
- 110 Business Math Applications (5)**
Provides a thorough review of basic arithmetic fundamentals and their application to typical business problems. Students will learn to solve business problems using an electronic desktop calculator and a computer. Students will learn to operate a ten-key computer keypad by touch. The class will include a unit in Excel. *(Note: This class meets the computation component of the related instruction requirement for selected professional/technical degree/certificate programs.)*
- 111 Personal Computing (3)**
Introduction to the personal computer in a small office/home setting. Includes terminology, file management, word processing, e-mail, Internet and electronic checkbook. No previous computer experience required. *Satisfies an activity requirement for AA degree.*
- 112 Beginning Word (5)**
Focuses on the following concepts: creating, saving and printing a document; editing and managing documents; formatting characters and paragraphs; using spellchecker, autocorrect, thesaurus; word count and grammar tools; conducting a find and replace; using autotext, manipulating tabs, merging documents; and creating headers, footers, footnotes and end notes. *A minimum typing speed of 30 wpm is recommended. PREREQUISITE: BUS E 100 or instructor's permission.*
- 115 Professional Image Building (1)**
Students learn to project a professional and successful image in today's competitive workplace. Business wardrobe, color analysis and design, hygiene (skin care and hairstyle), self-esteem, professional etiquette and the techniques for a successful interview are discussed. *Satisfies an activity requirement for AA degree. This is a pass/no credit course.*
- 117 Exploring PowerPoint (2)**
Learn to create and deliver easy, effective, professional-looking presentations using Microsoft PowerPoint. *PREREQUISITE: BUS E 100 or instructor's permission.*
- 118 Basic for Online Education (5)**
An introduction to online issues such as how to access the Internet, apply appropriate file management, attach Word documents, and effectively communicate through e-mail. *This is a pass/no credit course.*
- 119 MOS Core and Expert Certification Preparation (7)**
Prepares users to take the Microsoft MOS core and expert certification tests in Microsoft Access, Excel, Word and PowerPoint. *A minimum typing speed of 30 wpm is recommended. This is a pass/no credit course.*
- 119.1 Prep Test 1—Microsoft Certification Access (1)**
For users of Microsoft Access for Windows who are preparing to take the Microsoft MOS core certification test. A minimum typing speed of 30 wpm is recommended. This is a pass/no credit course.
- 119.2 Prep Test 2—Microsoft Certification Access (1)**
For users of Microsoft Access for Windows who are preparing to take the Microsoft MOS expert certification test. *A minimum typing speed of 30 wpm is recommended. This is a pass/no credit course.*
- 119.3 Prep Test 1—Microsoft Certification Excel (1)**
For users of Microsoft Excel for Windows who are preparing to take the Microsoft MOS core certification test. *A minimum typing speed of 30 wpm is recommended. This is a pass/no credit course.*
- 119.4 Prep Test 2—Microsoft Certification Excel (1)**
For users of Microsoft Excel for Windows who are preparing to take the Microsoft MOS expert certification test. *A minimum typing speed of 30 wpm is recommended. This is a pass/no credit course.*
- 119.5 Prep Tests—Microsoft Certification PowerPoint (1)**
For users of Microsoft PowerPoint for Windows who are preparing to take the Microsoft MOS core and expert certification tests. *A minimum typing speed of 30 wpm is recommended. This is a pass/no credit course.*
- 119.6 Prep Test 1—Microsoft Certification Word (1)**
For users of Microsoft Word for Windows who are preparing to take the Microsoft MOS core certification test. *A minimum typing speed of 30 wpm is recommended. This is a pass/no credit course.*
- 119.7 Prep Test 2—Microsoft Certification Word (1)**
For users of Microsoft Word for Windows who are preparing to take the Microsoft MOS expert certification test. *A minimum typing speed of 30 wpm is recommended. This is a pass/no credit course.*

Course Descriptions • Business Education

- 120 Machine Transcription (5)**
Development of transcription skills using pre-recorded materials. Emphasis is given to producing mailable transcripts with specific attention given to the placement, arrangement, correct spelling, and grammar of letters, memos, tables, and reports. *A college level composition course is recommended. PREREQUISITE: BUS E 102 or instructor's permission.*
- 121 Legal Machine Transcription 1 (5)**
Development of legal transcription skills using pre-recorded materials. Students will be given a comprehensive background in the creation, purpose, use, and procedures of legal documents in the specialty areas of litigation, wills and probate, and family law issues. Emphasis is given to producing mailable documents with specific attention to the rules of spelling, grammar, and punctuation to meet the NALS requirements. Students will also increase their legal terminology knowledge and develop excellent research skills. *A college level composition class is recommended. PREREQUISITE: BUS E 102 and ENGL 109 or instructor's permission.*
- 122 Medical Machine Transcription (5)**
Development of medical transcription skills using pre-recorded materials. Emphasis is given to producing mailable transcripts with specific attention given to placement, arrangement, correct spelling, and grammar of letters, medical documents, and laboratory reports to meet AAMT standards. *A college level composition course is recommended. PREREQUISITE: BUS E 102 and ENGL 108 or instructor's permission.*
- 123 Advanced Medical Machine Transcription (5)**
Development of medical transcription skills using pre-recorded materials. Emphasis is given to producing mailable transcripts with specific attention given to placement, arrangement, correct spelling, and grammar of letters, medical documents, and laboratory reports to meet AAMT standards. *A college level composition course is recommended. PREREQUISITE: BUS E 122 or instructor's permission.*
- 124 Medical Transcription Production (5)**
Development of advanced medical production transcription skills using realistic pre-recorded materials. Emphasizes transcription of medical reports and correspondence which meet the entry-level standards for both accuracy and production speed in the medical transcription field and meet AAMT standards. *PREREQUISITE: AP 100, BUS E 112 and BUS E 123.*
- 126 Pharmaceutical Basics (2)**
Introductory course in pharmacology includes the study of terminology, drug classifications and usage. Emphasis is on the knowledge of chemical, generic, and brand names of drugs as well as standards and references used in research for the preparation of medical report documentation. *PREREQUISITE: Eligible for READ 104.*
- 129 Legal Transcription 2 (5)**
Refinement of legal transcription skills using pre-recorded materials. Students will develop a comprehensive background in the creation, purpose, use, and procedures of legal documents in the specialty areas of contracts, real estate, corporate law, bankruptcy, and appellate practice. Emphasis is given to producing mailable documents with specific attention to the rules of spelling, grammar, and punctuation to meet the NALS requirements. Students will also increase their legal terminology knowledge and develop excellent research skills. *PREREQUISITE: BUS E 121.*
- 130 Business Correspondence (5)**
Emphasizes techniques used to develop and compose psychologically sound business letters and memorandums that deal with good news, bad news, and persuasive messages. In addition, students will learn to write a clear and well-organized business report. *PREREQUISITE: Eligible for ENGL 102.*
- 132 Business Communication Applications (5)**
Introduction to Microsoft Communication applications—PowerPoint, Outlook and One Note. (Focuses on the applications' basic tools and their usage in business.) *PREREQUISITE: BUS E 100 or instructor's permission.*
- 140 Records Management (5)**
Study of filing methods (alphabetic, geographic, subject, and numeric) and related rules and applications. Attention is also given to filing equipment and supplies, micrographics, vital record plans, retention scheduling, and the records cycle. Students will also gain experience in the area of computerized record management through the completion of ten computing applications.
- 145 International Classification of Disease (ICD) Medical Coding (3)**
Introduction to the basic principles of coding diseases and operations according to the International Classification of Diseases. An introductory online course for beginners, as well as a review for administrative, billing, coding, and data entry personnel currently employed in a hospital, physician's office or billing service. *PREREQUISITE: ENGL 108 or instructor's permission.*
- 146 Current Procedural Terminology (CPT) Medical Coding (3)**
Introduction to the basic principles of coding physician services and procedures in accordance with Current Procedural Terminology. An introductory online course for beginners as well as a review for administrative, billing, coding, and data entry personnel currently working in a physician's office or for a billing service. *PREREQUISITE: ENGL 108 or instructor's permission.*
- 150 Introduction to Windows (5)**
Introduces the student to the Windows graphical user interface, the preparation of text and graphics documents, and the management of windows on the desktop. Includes the customizing of the Windows desktop; techniques for working with files, folders and documents; and communication with other computers through the Internet. *PREREQUISITE: BUS E 100 or instructor's permission.*
- 157 Introduction to Outlook (2)**
Introduction to Microsoft Outlook focuses on the application's basic tools for sending and receiving e-mail; organizing schedules and events; making journal entries; and maintaining contacts lists, to-do lists, and notes. Some customizing will be covered. *PREREQUISITE: BUS E 100 or instructor's permission.*
- 162 Introduction to Excel (5)**
Introduction to the basic skills for developing spreadsheets in Microsoft Excel. Students prepare and format a worksheet, and maintain and enhance workbooks. *PREREQUISITE: BUS E 100 or instructor's permission.*
- 163 Advanced Excel (5)**
Introduction to the advanced features of Microsoft Excel. Students will learn advanced formatting and functions, and to interpret and integrate data. *PREREQUISITE: BUS E 162, any three of the following: BUS E 174.1, 174.2, 174.3, 174.4, 174.5; or instructor's permission.*
- 170.1 Beginning Keyboarding: Alphabet Keys (1)**
Introduces alphabetic keyboard which includes correct finger placement and reaches. Enables students to develop touch-keyboarding skills in a minimal amount of time.
- 170.2 Keyboarding: Mastering 10-Key and Symbols (1)**
Focuses on the 10-key pad and symbols for developing efficient data-entry skills. Enables students to master the 10-key pad and symbols by touch.

Course Descriptions • Business Education

170.3 Keyboarding: Speed and Accuracy—Skill Building (1)

Enables students to develop the skills needed to improve typing speed and accuracy. Reinforces touch-typing technique. *RECOMMENDED: Keyboarding skills.*

171.1 PowerPoint Basics (1)

Focuses on Microsoft PowerPoint basics such as creating a presentation, managing files, and editing and enhancing the contents; applying and modifying the design; running a slide show; inserting and modifying text and images; using the drawing tools. *RECOMMENDED: Keyboarding skills.*

171.2 Customize and Integrate PowerPoint Presentation (1)

Applies Microsoft PowerPoint basics. Focuses on creating tables and charts; creating diagrams for processes and relationships; adding movement and interaction; adding sound and music; showing movie clips; integrating PowerPoint with Microsoft Office programs. *RECOMMENDED: BUS E 171.1 and keyboarding skills.*

171.3 Enhance and Automate PowerPoint Presentation (1)

Applies Microsoft PowerPoint basics. Focuses on developing and organizing content; working with color; customizing design templates; preparing and packaging presentations; preparing supplements for printing; delivering a successful presentation; collaborating with other users; preparing presentations for Web delivery. *RECOMMENDED: BUS E 171.2 and keyboarding skills.*

171.3 Word: Create, Edit and Format Documents (1)

Focuses on Microsoft Word basics such as creating tables, lists, page numbers; applying character formats; using copy features; inserting symbols and date and time fields; using cut, copy, and paste features; setting text alignment; working with margins; and applying borders and tabs. *RECOMMENDED: Keyboarding skills.*

173.2 Word: Formatting Publications (1)

Applies Microsoft Word basics and then focuses on font effects, character spacing, nonbreaking spaces and hyphens, bullets, outlines, border and shading concepts, tabs, margins, headers and footers, page breaks, tables, graphics, and columns. *RECOMMENDED: BUS E 173.1 and keyboarding skills.*

173.3 Word: MailMerge (1)

Focuses on Microsoft Word Mailmerge concepts such as creating labels and letters with a database or spreadsheet data source; collaborating with others using comments

and tracking features; comparing documents; using summary features; and protecting documents. *RECOMMENDED: BUS E 173.1 and keyboarding skills.*

173.4 Word: Formatting Reports (1)

Apply Microsoft Word basics to business or academic report styles. Incorporates research tools, footnotes, endnotes, bookmarks, cross-references, captions, table of contents, table of figures, table of authorities, headers/footers, autotext, and styles. *RECOMMENDED: BUS E 173.1 and keyboarding skills.*

173.5 Word: Creating Forms, Macros and Styles (1)

Introduces how to create a form from a Microsoft Word template, perform calculations in a form, record and edit macros, and create styles. *RECOMMENDED: BUS E 173.1 and keyboarding skills.*

174.1 Excel Basics (1)

Focuses on Excel basics such as how to create, modify, and improve the appearance of a worksheet as well as enter formulas and functions to help analyze data. *RECOMMENDED: Keyboarding skills.*

174.2 Excel Formulas and Functions (1)

Introduces Excel formulas, functions, data protection, templates, auditing tools, and data consolidation methods. *RECOMMENDED: BUS E 174.1 and keyboarding skills.*

174.3 Excel as a Database (1)

Covers Excel's database functions, PivotTables, filter capabilities, and problem-solving tools. *RECOMMENDED: BUS E 174.1 and keyboarding skills.*

174.4 Excel: Charting and Macros (1)

Focuses on using Excel's charting feature and automating tasks with macros. *RECOMMENDED: BUS E 174.1 and keyboarding skills.*

174.5 Excel: Integrating with Microsoft Applications (1)

Focuses on integrating Excel data into Word, PowerPoint, and Access documents as well as designing Excel forms. *RECOMMENDED: BUS E 174.1 and keyboarding skills.*

175 Instructor Assistant (1-5)

The student assists the instructor. Includes working with students individually in business education classes, answering questions, doing tutorial-type work, and checking papers. *PREREQUISITE: Instructor's permission.*

176.1 Access: Create and Modify a Database (1)

Introduces Microsoft's Access database management system. Enables students to create a database, and modify information

in the database as needed. *RECOMMENDED: Basic knowledge of computer and keyboarding skills.*

176.2 Access: Use Queries to Retrieve Data (1)

Introduces users to queries using Microsoft's Access database management system. Queries are used to retrieve data and extract records that meet specific criteria that are stored within the tables of a database. Using queries is a quick and easy way to find the information that you need. In addition, a query can be used to create forms or reports which contain fields from multiple tables. *RECOMMENDED: Basic knowledge of computer, keyboarding and Access skills.*

176.3 Access: Create and Modify Forms (1)

Introduces users to forms using Microsoft's Access database management system. Viewing data through a form allows the user to see one record at a time, rather than many records as would be the case in the datasheet view. Forms help make data entry fast and accurate using specific fields from one or more table. Forms may be modified to improve data entry and readability. *RECOMMENDED: Basic knowledge of computer, keyboarding and Access skills.*

176.4 Access: Create and Modify Reports (1)

Introduces users to reports using Microsoft's Access database management system. Reports are database objects used to sort, summarize, and output table data as useful information. Viewing data in a report allows the information to become clear for the viewer to understand and comprehend. *RECOMMENDED: Basic knowledge of computer, keyboarding and Access skills.*

177-179 Business Education Work Experience (1-12)

Offers student an opportunity to gain experience in full or part-time employment directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*

184 Internet and Basic Web Design (5)

Students will apply the necessary online skills to be successful using the Internet. Topics include understanding and using the Internet, Web, FTP, E-mail, HTML, Web graphics, browsers, browser plug-ins, relative/absolute addressing, and other related aspects. Students will produce a Web site using a variety of available technologies. *PREREQUISITE: BUS E 100 or instructor's permission.*

Course Descriptions • Business Education

- 185 Introduction to Microsoft Access (5)**
Provides students with introductory Microsoft Access database training, specifically storage of data in a logical manner for later retrieval and use in the business environment.
PREREQUISITE: BUS E 100 or instructor's permission.
- 186 Advanced Microsoft Access (5)**
Focuses on advanced multi-table database design and techniques using Microsoft Access.
PREREQUISITE: BUS E 185.
- 200 Production Keyboarding (5)**
Emphasis is on preparation of documents found in business offices. Students will use a modern word processing program to further refine formatting skills on a computer. Students will develop decision-making skills while improving keyboarding (typing) skills. Speed and accuracy improvement are emphasized. Students will work from unarranged copy with minimal narrative instruction. Projects will include correspondence, reports, forms, and tables. Emphasis is on producing mailable, error-free copy. *A recommended typing speed of 55 wpm. PREREQUISITE: BUS E 103 or equivalent, and BUS E 112.*
- 201 Legal Production Keyboarding (5)**
Develops decision-making skills and improves keyboarding (typing) and proofreading skills. Students will work from unarranged legal copy with minimal narrative instruction. Speed and accuracy improvement as well as legal terminology is emphasized. Projects will include preparation of documents commonly prepared in a legal office setting using a current word processing program. Projects include legal correspondence and documents, reports, forms, and tables. Emphasis is on producing mailable, error-free copy. *A recommended typing speed of 55 wpm. PREREQUISITE: BUS E 103 or equivalent, and BUS E 109 and BUS E 112.*
- 202 Medical Production Keyboarding (5)**
Develops decision-making skills and improves keyboarding (typing) and proofreading skills. Students will work from unarranged medical copy with minimal narrative instruction. Speed and accuracy improvement as well as medical terminology is emphasized. Projects will include preparation of documents commonly prepared in a medical office setting using a current word processing program. Projects include medical correspondence, documents and records, reports, forms, and tables. Emphasis is on producing mailable, error-free copy. *A minimum typing speed of 55 wpm. PREREQUISITE: BUS E 103 or equivalent, BUS E 112, BUS E 122 and ENGL 108.*
- 212 Computer Application for Teachers (5)**
Specifically designed to assist teachers in integrating computer applications into classroom management. A database will be used to generate charts for maintaining grades; a spreadsheet to produce graphs; a word processor to generate form letters; and presentation software to produce slide presentations, speaker notes, outlines or paper printouts.
- 214 Introduction to Information Security (5)**
Introduces the multi-faceted aspects of information security: facility and hardware security, data security, human security, organizational security, network security, and Internet security. Legal and ethical issues concerning information security will be discussed. This class focuses on the many areas of information security for business and personal use but does not deal with specific technical security equipment. *RECOMMENDED: BUS E 150 and 184. PREREQUISITE: BUS E 100.*
- 216 Computer Support Internship 1 (2-5)**
The student will be working with Business Education instructors assisting students with computer applications and basic hardware functions. Students may receive 2-5 credits that will apply toward the completion of the Business Applications Specialist degree.
PREREQUISITE: Instructor's permission.
- 217 Computer Support Internship 2 (2-5)**
The student will be working with Business Education instructors learning to troubleshoot, maintain hardware and software, as well as train lab assistants. Students may receive 2-5 credits which will apply toward the completion of the Computer Application Specialist degree.
PREREQUISITE: BUS E 216 and instructor's permission.
- 218 Basic Office PC Support (5)**
Focuses on the process of troubleshooting and resolving computer problems. Improves students' general computer skills in a variety of applications. Various aspects of customer communication will be covered, including dealing with general expectations for a support person. *PREREQUISITE: BUS E 150 or instructor's permission.*
- 219 Basic Networking Concepts (5)**
A basic course in the management of a local area network. Identifies the responsibilities of the network system administrator and develops skills necessary for that function.
PREREQUISITE: BUS E 150 or instructor's permission.
- 235 Legal Office Procedures (4)**
Provides a study of activities most often performed by a legal assistant. Topics include legal office environment, communication services and management, legal code of ethics, scheduling/docketing techniques, messenger services, Washington's legal court system structure, legal billing procedures, wills/probate procedures, job search and informational interview, preparation of job-ready resume/portfolio, leadership, and human relations. *PREREQUISITE: BUS E 103 and 121.*
- 245 Medical Office Procedures (4)**
Provides a study of activities most often performed by medical assistants and/or transcriptionists. Topics include medical office environment, communication services and responsibilities, medical research, file management, medical code of ethics, scheduling techniques, medical billing procedures, medical records, job search and informational interview, preparation of job-ready resume/portfolio, computerized patient scheduling/billing software, leadership, and human relations. *PREREQUISITE: BUS E 103 and 122.*
- 250 Office Administration (5)**
Responsibilities of the administrative assistant are covered. Topics include human relations, office environment, communication services, time management, conferences, meetings, minutes, travel, postal services, reports, reference resources, CPS (Certified Professional Secretary), team building, sexual harassment, and job search. Provides human relations experience for business education students.
- 255 Advanced Word (5)**
For advanced users of MS Word. Focuses on the following: using bookmarks and hyphenation; creating annotations and macros; adding borders, frames, and pictures; using MS Draw, WordArt, and Equation Editor; creating tables and charts; formatting text into columns; sorting text; formatting with styles; creating outlines, fill-in forms, tables of contents and indexes. *A minimum typing speed of 30 wpm is recommended. PREREQUISITE: BUS E 112 or any three of the following: BUS E 173.1, 173.2, 173.3, 173.4, 173.5, or instructor's permission.*
- 266 Inside Microsoft Office (5)**
Focuses on the use of object linking and embedding (OLE) and the integration of applications. Prior application skills enhanced through the use of macros and switchboards. These skills will culminate in a professional PowerPoint group presentation.
PREREQUISITE: BUS E 100 or IT 101.

Course Descriptions • Business Education • Business Management**297 Independent Study (1-5)**

Special courses and topics designed for students' individual learning in business and office education. Students may register for a contracted learning experience by obtaining a permission card from a business education faculty person. *PREREQUISITE: Instructor's permission.*

Business Management (BUS)**103 Business Leadership (5)**

Leadership training in which students must enroll for one quarter. The student is provided with materials to develop skill in such areas as: (a) conducting meetings, (b) use of brainstorming, (c) working on committees, and (d) developing a program of work. *Satisfies an activity requirement for AA degree.*

116 Professional Leadership Development (5)

Leadership training that introduces and develops the skills necessary to be an effective leader in our transforming global society. Focuses on key leadership and human relation theories and how to use these ideas in a professional setting. Topics include goal setting, time management, positive attitude, leadership development, problem solving, and how to make a positive impact by your personal performance.

121 Marketing Fundamentals (5)

An examination of the flow of goods and services in both the consumer and industrial markets. Buyer behavior, development of the distribution structure, pricing, product policy, and promotional activities in the marketing system are examined and analyzed.

125 Industrial Traffic Management (5)

Addresses procurement and use of transportation service and the operation of transportation activities as related to the firm's transportation mission. Emphasizes the managerial and operational elements of transportation strategy. Provides the student with an understanding of transportation operations, documentation, and regulation used by today's logistics, traffic, and carrier managers. Includes an introduction to professional career paths and higher education requirements of the logistics industry.

159 Professional Selling (5)

Selling as a factor in distribution of goods and services; analysis of the customer and their wants; getting, holding, and closing customers; retail, wholesale, and personal selling principles and practices.

164 Business Principles (5)

Examines the business system and the environment in which it operates. Introduces the basic fundamentals of management, marketing, finance, and production that focus on small business success. Students who have completed B A 101 are not eligible for this course.

166 Human Resources and Work Readiness (5)

Focuses on how to deal with an organization's most important resource, its people. Attention is also given to how customer-driven organizations determine and improve their service quality. Students will also discover how to apply their knowledge and skills to practical work experience.

173 Basic Money Management (5)

For individual and family budgeting. Deals with flows of income into and expenditures out of the budget. Typical pitfalls and opportunities in this personal financial cycle are identified. Includes treatment of insurance, savings and investment decisions directed toward a better standard of living.

175 Supervised Work Experience Seminar (1)

Cooperative vocational education seminar for Business Management majors. Seminar topics include resume writing, cover letters, human resource management and supervisory responsibilities.

177, 179, 180 Supervised Work Experience (1-6)

Cooperative vocational education for Business, Sales and Supervision majors. Coordinated classroom and on-the-job training to develop employment and pre-supervisory skills. Employment must be in a bonafide remunerated position where the work involves frequent interactions with other people. Attendance at the accompanying on-campus seminar is required. At least 2 quarters of 177, 179, or 180 are required for the Associate in Applied Arts degree in Business Sales and Supervision, but no more than 12 of these credits may be counted toward graduation.

181 Introduction to International Business (5)

Examines the factors that contribute to a business participating in international business. Investigates country demographics, economic systems and theories, investment strategies, cultural perspectives on business negotiations, as well as marketing and human resource management issues. *PREREQUISITE: B A 101 or BUS 164 or instructor permission.*

182 International Logistics (5)

Studies the process of planning, implementing, and controlling the flow and storage of raw materials, in-process inventory, finished goods, and related information from point of origin to point of consumption for the purposes of satisfying global customer requirements while efficiently using the firm's global resources. Emphasis is on understanding global business operations, transportation, documentation,



Course Descriptions • Business Education • Carpentry Technology

customs, cultures, and banking.

PREREQUISITE: BUS 181 or instructor's permission.

186 International Marketing (5)

Examines marketing, advertising, packaging, branding and logistics issues that impact global markets. Students will develop strategies that address topics such as global markets, global advertising and marketing, and cultural dynamics in assessing global markets. Students will be introduced to a marketing plan designed for global markets. *PREREQUISITE: BUS 181 or instructor's permission.*

202 Supervision/Management of the Workforce (5)

Engages in practical applications of supervision and management theory for improving employee productivity and performance. The use of case studies; group activities; and individual activities will be utilized. Topics to be included are supervisor-employee relationships; managing budgets; managing company resources; effective supervision of employees in the workplace. *PREREQUISITE: BUS 164 or instructor's permission.*

257 Customer Service Strategies (5)

Studies the techniques and skills required for providing customer service excellence, including illustrations of how to turn customer relations into high standards of customer service, satisfaction, and repeat sales. *PREREQUISITE: B A 101 or BUS 164.*

258 Human Resources Management (5)

Explores a variety of activities; key among them is deciding staffing needs. Among the activities investigated are recruiting and training the best employees; dealing with performance issues; conforming to various regulations. Also included are employee benefits; compensation; personnel policies. Focuses on how small business provides these services without having the personnel resources to administer the human resource program. *PREREQUISITE: B A 101 or BUS 164 or instructor's permission.*

Carpentry Technology (CARP)

101.1 Residential and Light Commercial Carpentry (1-13)

A competency-based course. The major areas of study will be: 1) basic carpentry terms and knowledge, 2) common carpentry related hand and power tool use, 3) basic carpentry mathematics, 4) site and building layout procedures, 5) footing and foundation forming, 6) concrete specifications, calculations, and ordering, 7) concrete

placement and finishing, 8) common materials, fasteners, and hardware, and 9) OSHA/WISHA construction safety standards and compliance. Credits will be awarded upon competency completion. Leadership, workplace ethics, human relations, cultural diversity, attendance, punctuality, and craftsmanship will be an integral part of instruction. *PREREQUISITE: Instructor's permission.*

101.2 Carpentry Seminar 1 (1-13)

A linked class to CARP 101.1. This competency-based course offers in-depth study of residential and light commercial carpentry. The major areas of study will be: 1) basic carpentry terms and knowledge, 2) common carpentry related hand and power tools use, 3) basic carpentry mathematics, 4) site and building layout procedures, 5) footing and foundation forming, 6) concrete specifications, calculations, and ordering, 7) concrete placement and finishing, 8) common materials, fasteners, and hardware, and 9) OSHA/WISHA construction safety standards. Credits will be awarded upon competency completion. Leadership, workplace ethics, human relations, cultural diversity, and craftsmanship will be an integral part of instruction. *PREREQUISITE: Instructor's permission.*

102.1 Residential and Light Commercial Carpentry (1-13)

A competency-based course. The major areas of study will be: 1) floor, roof, and wall framing terms and knowledge, 2) common framing related hand and power tool use, 3) basic carpentry mathematics related to framing, 4) floor, wall, and truss roof assembly and erecting procedures, 5) Uniform Building Code requirements relating to framing, 6) light gauge steel framing, 7) exterior door and window installation, 8) roof covering material and installation, and 9) related OSHA/WISHA construction safety standards. Credits will be awarded upon competency completion. Leadership, workplace ethics, human relations, cultural diversity, attendance, punctuality, and craftsmanship will be an integral part of instruction. *PREREQUISITE: Instructor's permission.*

102.2 Carpentry Seminar 2 (1-3)

A linked class to CARP 102.1. This competency-based course offers in-depth study of residential and light commercial carpentry. The major areas of study will be: 1) floor, roof and wall framing materials and specifications, 2) common framing related hand and power tool use, 3) basic carpentry mathematics related to framing, 4) floor, wall and truss roof layout procedures, 5) Uniform Building Code requirements relating to framing, 6) light gauge steel framing material and

specifications, 7) exterior door and window specifications, 8) roof covering material and specifications, and 9) related OSHA/WISHA construction safety standards. Credits will be awarded upon competency completion. Leadership, workplace ethics, human relations, cultural diversity, and craftsmanship will be an integral part of instruction. *PREREQUISITE: Instructor's permission.*

103.1 Residential and Light Commercial Carpentry (1-13)

A competency-based course. The major areas of study will be: 1) exterior and interior finishing materials and specifications, 2) common exterior and interior finishing materials and specifications, 3) basic carpentry mathematics related to exterior and interior finishing, 4) insulation installation and specifications, 5) drywall installation and finishing, 6) interior doors and running trim installation, 7) cabinet and countertop installation, 8) basic deck and sidewalk construction, and 9) related OSHA/WISHA construction safety standards. Credits will be awarded upon competency completion. Leadership, workplace ethics, human relations, cultural diversity, attendance, punctuality, and craftsmanship will be an integral part of instruction. *PREREQUISITE: Instructor's permission.*

103.2 Carpentry Seminar 3 (1-3)

A linked class to CARP 103.1. A competency-based course offering in-depth study of residential and light commercial carpentry knowledge and skills. The major areas of study will be: 1) exterior and interior finishing materials and specifications, 2) common exterior and interior finish related hand and power tools, 3) insulation materials and specifications, 4) drywall materials and specifications, 5) cabinet/countertop materials and specifications, 6) basic deck and sidewalk materials and specifications, and 7) related OSHA/WISHA construction safety standards. Credits will be awarded upon competency completion. Leadership, workplace ethics, human relations, cultural diversity, and craftsmanship will be an integral part of instruction. *PREREQUISITE: Instructor's permission.*

144 Residential Blueprint Reading (3)

How to read and interpret architectural blueprints for residential and light commercial construction.

145 Stair Design and Construction (4)

Introduction to the design and construction of residential and commercial stair construction. Topics include stair design factor, building code requirements, stair layout, cutting, installation, and various tread/riser installations.

Course Descriptions • Carpentry Technology • Chemistry

- 146 Basic Cabinet Construction (4)**
Introduction to basic box cabinet design and construction. Topics include basic cabinetry terminology; basic cabinet standard sizes and specifications; hardwood and softwood lumber types and grading; sheet material types, grades and sizes; basic wood joinery; fasteners and adhesives; stationary woodworking machinery set-up; operations and safety procedures; portable power tool operations; and surface preparation.
- 147 Residential Remodeling Practices (6)**
Introduction to residential remodeling practices. Topics include planning, demolition, tying into existing buildings, basic electrical and plumbing practices, permit processes, matching existing finished material, and estimating. Most skill development will take place at an off-site location where students will be working on a full-size remodeling project. *PREREQUISITE: Instructor's permission.*
- 148 Material Estimating (1-4)**
Introduction to estimating materials, services and other related costs needed to construct a residential home using general pick-off methods.
- 149 Rafter Cutting and Assembly (4)**
Introduction to calculating lengths, laying-out, cutting and installation of common hip and valley rafters. Covers calculating, laying-out, and cutting other roof framing members such as hip and valley jacks, ridge boards, cripple jacks and other related special rafter components. The study of load designs and span requirements for different types of framing material will also be covered.
- 151 Understanding Building Codes (3)**
Students will learn general and specific requirements of building codes, particularly as they apply to the residential carpenter, contractor, builder, or homeowner. Energy codes, zoning laws, and environmental protection requirements are also covered.
- 152 International Building Code (3)**
Students will learn general and specific requirements of building codes, particularly as they apply to the commercial carpenter, contractor, or builder.
- 177-179 Carpentry Work Experience (1-12)**
Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*
- 194 Special Studies (varies) (1-13)**
Studies and skill development to meet student-identified needs within the carpentry trade. *PREREQUISITE: Instructor's permission.*
- Chemistry (CHEM)**
- 101 Survey of General Chemistry (5)**
Beginning course for the non-science student who is interested in chemistry at a level with less mathematical rigor than CHEM 105. Taken along with CHEM 102, it satisfies the chemistry requirement for many students in the allied health sciences and related fields. *PREREQUISITE: MATH 072 or eligible for MATH 097. Satisfies a lab science or natural science requirement for AA degree.*
- 102 Survey of Organic Chemistry and Biochemistry (5)**
General course satisfying allied health program requirements. Study of the structure, nomenclature and reactions of organic and biological compounds, and applications to living systems. *PREREQUISITE: CHEM 101 or instructor's permission. Satisfies a lab science or natural science requirement for AA degree.*
- 105 Introduction to General Chemistry (5)**
Preparatory course for those planning to enroll in the science and engineering majors sequence (CHEM 140, 150 and 160) who have not completed a high school chemistry course or who need a refresher course prior to entering CHEM 140. Metric conversions, equation writing and other quantitative aspects of chemistry are stressed. (When CHEM 105 is not available, CHEM 101 may be helpful.) *RESTRICTION: Students who have completed one year of high school chemistry may not be able to transfer more than five credits from CHEM 101, 105 and 140. PREREQUISITE: One year high school algebra or concurrent enrollment in MATH 072 or eligible for MATH 102 or above. Satisfies a lab science or natural science requirement for AA degree.*
- 140 General Chemistry 1 (6)**
For science, engineering and other majors who plan to take a year or more of chemistry. The structure of matter, solution chemistry (acid-base and oxidation-reduction), stoichiometry of reaction in solution, thermochemistry, atomic and electronic structure and quantitative relationships. *PREREQUISITE: High school chemistry or CHEM 105 with minimum grade of 1.5 and eligible for MATH 102 or instructor's permission. Satisfies a lab science or natural science requirement for AA degree.*
- 150 General Chemistry 2 (6)**
Continuation of CHEM 140. Modern atomic theory, chemical bonding, molecular and electronic structure, valence bond theory, liquids and solids, and intermolecular forces. *PREREQUISITE: CHEM 140 with a minimum grade of 1.5. Satisfies a lab science or natural science requirement for AA degree.*
- 160 General Chemistry 3 (6)**
Continuation of CHEM 150. Metals and non-metals, electro-chemistry, nuclear reactions and coordination compounds, thermodynamics, kinetics, equilibrium, acid-based and solubility equilibria. *PREREQUISITE: CHEM 140, 150 with minimum grade of 1.5. Satisfies a lab science or natural science requirement for AA degree.*
- 177 Chemistry Work Experience (1-12)**
Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*
- 194 Special Topics (1-5)**
Allows chemistry faculty to teach a variety of topics of special interest in chemistry upon demand. Not taught on a regular basis. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*
- 195 Special Topics (1-5)**
A continuation of CHEM 194 which allows chemistry faculty to teach a variety of topics of special interest in chemistry upon demand. Not taught on a regular basis. *PREREQUISITE: Instructor's permission.*
- 235 Organic Chemistry (6)**
For science and other related majors which require a full year of organic chemistry. Structure, nomenclature, reactions (including mechanisms) and synthesis of organic compounds. Spectroscopic analysis. *PREREQUISITE: CHEM 160. Satisfies a lab science or natural science requirement for AA degree.*
- 236 Organic Chemistry (6)**
Continuation of CHEM 235. *PREREQUISITE: CHEM 235. Satisfies a lab science or natural science requirement for AA degree.*
- 237 Organic Chemistry (6)**
A continuation of CHEM 236. The chemistry of selected classes of biomolecules will be covered. *PREREQUISITE: CHEM 236. Satisfies a lab science or natural science requirement for AA degree.*

Course Descriptions • Chemistry • Chinese • Communication Studies

296, 299 Independent Study (1-5)

Permits a student to pursue a special field of interest in chemistry under the guidance of an instructor. *PREREQUISITE: Instructor's permission.*

Chinese (CHIN)

101 Elementary Chinese I (5)

Begins the study of Mandarin Chinese (the official Chinese Language) focusing on the four basic skills of listening, speaking, reading, and writing. Emphasizes pronunciation, vocabulary development, and sentence structure. Includes practice with simplified Chinese characters as well as introduction to more complicated forms. *PREREQUISITE: No previous background in Chinese, or no more than one year of high school Chinese, or no more than 2 years of High School Chinese with a "C" average or less. Satisfies a humanities/fine arts/English requirement for AA degree.*

102 Elementary Chinese 2 (5)

Continues the study of Mandarin Chinese (the official Chinese language) focusing on the four basic skills of listening, speaking, reading, and writing. Emphasizes pronunciation, vocabulary development, and sentence structure. Includes practice with complex Chinese characters as well as simpler forms. *PREREQUISITE: CHIN 101 or two years of high school Chinese with a "B" average or better, or instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*

103 Elementary Chinese 3 (5)

Completes the study of Mandarin Chinese (the official Chinese Language) at the elementary level, focusing on the four basic skills of listening, speaking, reading and writing. Emphasizes pronunciation, vocabulary development, complex sentence structure, and writing with Chinese characters. *PREREQUISITE: CHIN 102 or instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*

Communication Studies (COMM)

100 Fundamentals of Oral Communication (5)

Develops critical thinking and problem-solving skills related to communication in business and organizational settings. Written exercises include a cover letter and resume. Oral activities include interpersonal exercises, group discussion, giving directions and interviewing.

101 Basic Speech Communication (5)

A beginning level course that will help students develop confidence in addressing audiences in community and professional settings. Students examine interpersonal variables that affect communication, compose and deliver speeches, and evaluate student presentations. *Satisfies a humanities/fine arts/English requirement for AA degree.*

110 Interpersonal Communication (5)

For students who wish to gain greater insight into communication that occurs in more personal relationships in order to better understand and control their own communication behavior and thus more effectively manage their interpersonal relationships. *Satisfies a humanities/fine arts/English requirement for AA degree.*

177-179 Communication Work Experience (1-12)

Offers students an opportunity to work full or part-time in jobs directly related to their programs and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*

194 Special Studies (1-5)

Includes special communication projects that are not part of the regular curriculum. Content varies from course to course but could include public relations, advertising, organizational design, research grants, and professional publications.

212 Persuasion and Propaganda (5)

An exploration of both the art and science of persuasion and propaganda campaigns through the analysis of a series of historical case studies and/or social movements. Explores how the historical, political, and cultural factors involved in a specific situation influence what strategies and tactics might be employed in a situation. Relates rhetorical choices to ethical considerations and to the long-term impact on a community. *RECOMMENDED: Eligible for ENGL 110. Satisfies a humanities/fine arts/English requirement for AA degree.*

215 Critical Analysis of Media (5)

Examines basic theories of media analysis and effects. Some of the specific media effects this class will examine include stereotypes, persuasive messages, and violent and sexual imagery. Applies those theories to a variety of media forms including movies, television, radio, and print for a better understanding of the specific affects these media have. *Satisfies a humanities/fine arts/English requirement for AA degree.*

234 Small Group Leadership and Discussion (5)

Includes analysis of leadership and discussion in small group contexts with a goal of developing communication behaviors that promote a more effective, efficient, and satisfying interaction in groups and leadership contexts. Addresses the functional problems of leadership, organization in groups, developing involvement strategies within groups, problem solving, consensus building, and conflict management. *RECOMMENDED: Eligible for ENGL 110. Satisfies a humanities/fine arts/English requirement for AA degree.*

238 Communication Across Cultures (5)

Looks at communication across cultures on both the interpersonal and intergroup levels. Investigates the components of culture that work to effect the communication of members in and across cultures. Different aspects of the communication process as they relate to intercultural communication will be examined, including perception, language, nonverbal communication, etc. An overview of prevalent theories and practical applications will be considered. *Satisfies a humanities/fine arts/English requirement for AA degree.*

245 Argumentation (5)

Introduction and exploration of the basic theories and practices of argumentation. Different types of arguments and the tools, both theoretical and practical, needed to analyze, understand, and construct them will be developed. Through a variety of in-class projects, students will develop the skills necessary to test and apply the theoretical and practical aspects of argumentation. Focuses on the oral presentation of arguments. Written work will be used to support and provide context for the oral argumentation practiced in class. *Satisfies a humanities/fine arts/English requirement for AA degree.*

299 Independent Study (1-5)

Encourages a student to study independently in a field of his or her choice in communication. Each student meets on a tutorial basis with the instructor. *PREREQUISITE: Two courses from among the following: COMM 110; 212; 215; 234; 238; 245; a topic that a member of the department is qualified to direct and evaluate, and permission from the division chair and instructor.*

Course Descriptions • Computation • Computer Reporting Technology

Computation (ACOMP)

100N Computation for Practical Nursing (3)

A course in basic mathematics for nursing students. Topics include unit conversions in and between the *avoirdupois* (household), apothecary and metric systems and dosage calculations for oral, parental (injection), body weight and IV medications. *PREREQUISITE: MATH 062 with a grade of 2.5 or higher; or appropriate COMPASS score; or instructor's permission.*

100T Computation for the Trades (5)

Study of the basic operations of arithmetic and an overview of applied geometry concepts and their applications to specific trades. Topics include applications of whole numbers, fractions, decimals, percents, ratios, proportions, place value, roots, and basic concepts related to measurement, algebra, and geometry. Appropriate for students in Auto Body, Automotive, Carpentry, Manufacturing, and Welding programs. This is a computational course designed to meet the specific needs of students in the trades' technical program. This course is not intended for transfer to any college-level mathematics sequence at GRCC or at any four-year institution. *PREREQUISITE: BASIC 053 or appropriate COMPASS score.*

Computer Reporting Technology (CRPT)

080 Machine Shorthand Lab (1)

Students will utilize the lab to produce transcriptions and work on realtime writing drills as assigned by instructor. *PREREQUISITE: Concurrent enrollment with CRPT 094-099 and 101.2.*

090 Machine Shorthand Theory (3-4)

Studies the theory and arrangement of the keyboard. Sten-Ed Computer-Compatible Theory is taught. Intensive practice dictation with emphasis on rapid and accurate reading of notes. Students use Computer Tutor to reinforce theory. Beginning night students can only start fall and spring quarters.

091 Machine Shorthand Theory—Advanced (3-4)

Continues to study the theory and arrangement of the keyboard. Sten-Ed Computer-Compatible Theory is taught. Students use Computer Tutor to reinforce the theory. Intensive practice dictation with emphasis on rapid and accurate reading of notes. *PREREQUISITE: CRPT 090 or CRPT 100.1.*

092 Machine Shorthand 40 wpm (3-4)

Development of skill in recording dictation and reading notes with practice on new and familiar material. Students should attain a minimum of 40 wpm with 95 percent accuracy in a

typewritten transcript. *PREREQUISITE: CRPT 091 or CRPT 100.2.*

093 Machine Shorthand 60 wpm (3-4)

Development of skill in recording dictation and reading notes with practice on new and familiar material. Students should attain a minimum of 60 words per minute with 95 percent accuracy in a typewritten transcript. *PREREQUISITE: CRPT 092 or CRPT 101.1.*

094 Machine Shorthand 80 wpm (5-6)

Development of skill in recording dictation and reading notes with practice on new and familiar material. Students should attain a minimum of 80 wpm with 95 percent accuracy in a typewritten transcript. *PREREQUISITE: CRPT 093 or CRPT 101.2 and concurrent enrollment with CRPT 080.*

095 Machine Shorthand 100 wpm (5-6)

Development of skill in recording dictation and reading notes with practice on new and familiar material. Students should attain a minimum of 100 wpm with 95 percent accuracy in a typewritten transcript. *PREREQUISITE: CRPT 094 or 102 and concurrent enrollment with CRPT 080.*

096 Machine Shorthand 120 wpm (5-6)

Development of skill in recording dictation and reading notes with practice on new and familiar material. Students should attain a minimum of 120 wpm with 95 percent accuracy in a typewritten transcript. *PREREQUISITE: CRPT 095 or 133 and concurrent enrollment with CRPT 080.*

097 Machine Shorthand 140 wpm (5-6)

Development of skill in recording dictation and reading notes with practice on new and familiar material. Students should attain a minimum of 140 wpm with 95 percent accuracy in a typewritten transcript. *PREREQUISITE: CRPT 096 or 134 and concurrent enrollment with CRPT 080.*

098 Machine Shorthand 160 wpm (5-6)

Development of skill in recording dictation and reading notes with practice on new and familiar material. Students should attain a minimum of 160 wpm with 95 percent accuracy in a typewritten transcript. *PREREQUISITE: CRPT 097 or 135 and concurrent enrollment with CRPT 080.*

099 Machine Shorthand 180 wpm (5-6)

Development of skill in recording dictation and reading notes with practice on new and familiar material. Students should attain a minimum of 180 wpm with 95 percent accuracy in a typewritten transcript. *PREREQUISITE: CRPT 098 or 136 and concurrent enrollment with CRPT 080.*

100.1 Machine Shorthand Theory 1 (5)

Studies the theory and arrangement of the keyboard. Sten-Ed Computer-Compatible Theory is taught. Intensive practice dictation with emphasis on rapid and accurate reading of notes. Students use Computer Tutor to reinforce theory.

100.2 Machine Shorthand Theory 2 (5)

Studies the theory and arrangement of the keyboard. Sten-Ed Computer-Compatible Theory is taught. Intensive practice dictation with emphasis on rapid and accurate reading of notes. Students use Computer Tutor to reinforce theory. *PREREQUISITE: CRPT 100.1.*

101.1 Machine Shorthand Theory 3 (5)

Continues the study of theory and develops skill in recording dictation and reading notes with practice on new and familiar material. Students should attain a minimum of 40 wpm with 95 percent accuracy in a typewritten transcript. *PREREQUISITE: CRPT 100.2.*

101.2 Machine Shorthand 60 wpm (5)

Continues the study of theory and develops skill in recording dictation and reading notes with practice on new and familiar material. Students should attain a minimum of 60 wpm with 95 percent accuracy in a typewritten transcript. *PREREQUISITE: CRPT 101.1 or instructor permission and concurrent enrollment with CRPT 080.*

102 Machine Shorthand 80 wpm (8-12)

Development of skill in recording dictation and reading notes with practice on new and familiar material. Students should attain a minimum of 80 wpm with 95 to 96 percent accuracy in a typewritten transcript. *PREREQUISITE: CRPT 093 or CRPT 101.2.*

133 Machine Shorthand 100 wpm (8-16)

Concentrated drill and dictation on two-voice and multi-voice testimony, jury charge, literary and medical material. Students should attain a minimum of 100 wpm on new material with a minimum of 95 percent accuracy in a typewritten transcript. *PREREQUISITE: CRPT 094 or 102.*

134 Machine Shorthand 120 wpm (8-16)

Concentrated drill and dictation on two-voice and multi-voice testimony, jury charge, and medical material. Students should attain a minimum of 120 wpm on new material with a minimum of 95 percent accuracy in transcription. *PREREQUISITE: CRPT 095 or 133.*

Course Descriptions • Computer Reporting Technology

135 Machine Shorthand 140 wpm (8-16)

Concentrated drill and dictation on two-voice and multi-voice testimony, jury charge, literary and medical material. Students should attain a minimum of 140 wpm on new material with a minimum of 95 percent accuracy in transcription. *PREREQUISITE: CRPT 096 or 134.*

136 Machine Shorthand 160 wpm (8-16)

Concentrated drill and dictation on two-voice and multi-voice testimony, jury charge, and medical material. Students should attain a minimum of 160 wpm on new material with a minimum of 95 to 96 percent accuracy in transcription. *PREREQUISITE: CRPT 097 or 135.*

153 Court Reporting Procedures 1 (5)

Begins to prepare the student for the reporting profession and related job opportunities. Topics include professional responsibilities and ethics, professional associations, professional image and dress, notary public, reference materials including methods of researching medical information and more, deposition procedures, transcript preparation and format, marking exhibits, indexing and storing steno notes, and reporting techniques will be stressed. Punctuating the spoken word, vocabulary building, capitalization, and proofreading will also be included. *PREREQUISITE: Instructor's permission.*

154 Court Reporting Procedures 2 (5)

Covers more advanced reporting procedures such as court transcripts and procedures, overview of video equipment in depositions and trials, state and federal judicial system, civil and criminal law and the trial process, administrative hearings, dictating a transcript, reporting interpreted proceedings including administering the oath, voir dire proceedings, polling of the jury, daily copy, computer-aided transcription, computer-integrated courtroom, and types of reporting possibilities. Students will participate in mock depositions and trials. All punctuation aspects and proofreading will continue to be stressed. *PREREQUISITE: CRPT 153.*

177-179 Court Reporting/Captioning Work Experience (1-12)

Offers student an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*

201 Machine Shorthand 180 wpm (8-16)

Concentrated drill and dictation on two-voice and multi-voice testimony, jury charge, literary, and medical material. Students should attain a minimum of 180 words per minute on new

material with a minimum of 95 to 98 percent accuracy in transcription. *PREREQUISITE: CRPT 098 or 136.*

202 Machine Shorthand 200 wpm (8-16)

Concentrated drill and dictation on two-voice and multi-voice testimony, jury charge, literary, and medical material. Students should attain a minimum of 200 words per minute on new material with a minimum of 95 percent accuracy in transcription. *PREREQUISITE: CRPT 201.*

203 Machine Shorthand 225 wpm (8-16)

Concentrated drill and dictation on two-voice and multi-voice testimony, jury charge, literary and medical material. Students should attain a minimum of 225 words per minutes on new material with a minimum of 95 percent accuracy in transcription. *PREREQUISITE: CRPT 202.*

250 Computer-Aided Transcription (3)

Students receive instruction in the basic care and maintenance of computer hardware and CAT writers as well as an understanding of computer technology. Students learn the necessary steps to produce a transcript, including how to read, translate, edit and print transcripts through hands-on techniques utilizing Case Catalyst software. Other software and applications are discussed. Psychology of realtime writing, utilization of resource materials preparatory to writing realtime, updating dictionaries, file maintenance, and litigation support ASCII disks, keyword indexes, etc. are also covered. Previous computer familiarity required. *PREREQUISITE: Instructor's permission.*

251 Introduction to Captioning/ Alternative Careers (3)

Students receive instruction on the various types, applications, and environments of captioning as well as the necessary equipment and setup required for each method. Students gain an understanding of the Americans with Disabilities Act and the FCC Telecommunications Act and their impact on the demand for captioning and court reporters with realtime skills. Students are given an overview of additional high-tech career options within the reporting industry, including scoping, medical/legal transcription, CART reporting, etc. *PREREQUISITE: CRPT 250 or instructor's permission.*

252 Captioning Internship I (4)

Students receive technical instruction and hands-on experience using a complete captioning station. Various types, applications, and environments of captioning are discussed. An overview of Internet applications as they relate to research for realtime and post-production captioning will also be covered.

Instruction focuses on industry-approved guidelines for captioning, including formats, methods of presentation, text placement, presentation rate, special considerations, etc. Students practice continued refinement of realtime skills utilizing the steno machine through various classroom drills. Dictionary building for specialized areas of captioning will also be covered. Interns gain experience in post-production captioning with specialized emphasis focused on the completion of a captioning project utilizing GRCC's instructional video library. *PREREQUISITE: CRPT 251 or instructor's permission.*

253 Captioning Internship 2 (4)

Students receive additional technical instruction and hands-on experience using a complete captioning system. Continued use of Internet applications as they relate to research for realtime and post-production captioning will also be covered. Instruction focuses on industry-approved guidelines for captioning preparation including formats, methods of presentation, text placement, presentation rate, special considerations, etc. Students practice continued refinement of realtime skills utilizing the steno machine through various classroom drills. Dictionary building for specialized areas of captioning and CART will be covered. Interns gain additional hands-on experience in public meetings, educational captioning, CART and post-production captioning with specialized emphasis focused on the completion of captioning projects utilizing GRCC's instructional video library. *PREREQUISITE: CRPT 252 or instructor's permission.*

254 Captioning Internship 3 (4)

A third course in captioning designed to provide advanced, hands-on experience in captioning and CART. Continued use of Internet applications as they relate to research for realtime and post-production captioning will also be covered. Instruction focuses on industry-approved guidelines for captioning preparation including formats, methods of presentation, text placement, presentation rate, special considerations, etc. Students practice continued refinement of realtime skills utilizing the steno machine through various classroom drills. Dictionary building for specialized areas of captioning and CART will be covered. Interns gain additional hands-on experience in public meetings, educational captioning, CART and post-production captioning with specialized emphasis focused on the completion of captioning projects utilizing GRCC's instructional video library. *PREREQUISITE: CRPT 253 or instructor's permission.*

Course Descriptions • Computer Science • Computerized Machining and Manufacturing

Computer Science (C SCI)

142 C++ Programming (5)

C++ programming language applied to engineering problems. The student organizes and writes C++ programming language computer programs to obtain the solutions to assigned problems. Engineering design competencies in teamwork, information gathering, problem definition, idea generation, evaluation and decision making, implementation, and communication are integrated in this course. *PREREQUISITE: MATH 104. Cross-listed with G E 142. Satisfies a natural science requirement for AA degree.*

143 C++ Data Structures (5)

Covers C++ programming language applied to engineering problems. The student organizes and writes C++ language computer programs to obtain the solutions to assigned problems. Emphasis is on using common data structures, abstract data types, modularity, and encapsulation. Students learn to understand, design and implement medium-sized programs. Engineering design competencies in teamwork, information gathering, problem definition, idea generation, evaluation and decision-making, implementation, and communication are integrated in this course. *PREREQUISITE: G E/C SCI 142 and MATH 124. Cross-listed with G E 143. Satisfies a natural science requirement for AA degree.*

144 Java 1 (5)

The programming language Java is used to illustrate concepts in computer science. Students in this class will be introduced to problem solving methods and algorithm development and object-oriented design. Students will design, implement, document and debug Java computer programs. *PREREQUISITE: IT 102 or MATH 104; and G E/C SCI 142. Cross-listed with G E 144. Satisfies a natural science requirement for AA degree.*

145 Java 2 (5)

A continuation of C SCI 144. Uses Java language to cover topics that will include classes and interfaces, inheritance, basic design principles, exceptions, stream I/O, user interfaces, recursion, elementary data structures and associated algorithms (lists, queues, stacks, trees); and an introduction to performance analysis and implementation tradeoffs. Successful completion of the course will give the tools needed to construct substantial computer programs and the concepts needed to better understand computers and software. Also provides a good foundation for further study in computer science and engineering. *PREREQUISITE: C SCI 144. Cross-listed with G E 145. Satisfies a natural science requirement for AA degree.*

215 Introduction to UNIX (3)

Overview of current and future mainstreams of the UNIX operating system. Lectures will be reinforced with examples and exercises performed on a UNIX system. Students should be familiar with computers. No previous experience with UNIX is required. *PREREQUISITE: BUS E 111 and either IT 102 or BUS E 150 or C SCI/G E 142.*

Computerized Machining and Manufacturing (MFG)

111 Measuring Systems and Quality Assurance Level 1 (3)

Modular, group-paced course that includes basic use and care of tools, instruments and equipment used in measurement, layout and inspection. Provides instruction in basic tolerancing, inch and metric measuring systems, Cartesian coordinate system and various quality improvement processes.

112 Shop Safety and Production Procedures Level 1 (2)

Modular, group-paced course that teaches basic occupational health and safety, safe handling of hazardous materials used in

manufacturing environments and other safety topics. Other topics include basic use and care of hand tools, as well as deburring, benchwork and other finishing processes.

113 Cutting Tools and Workholding Level 1 (2)

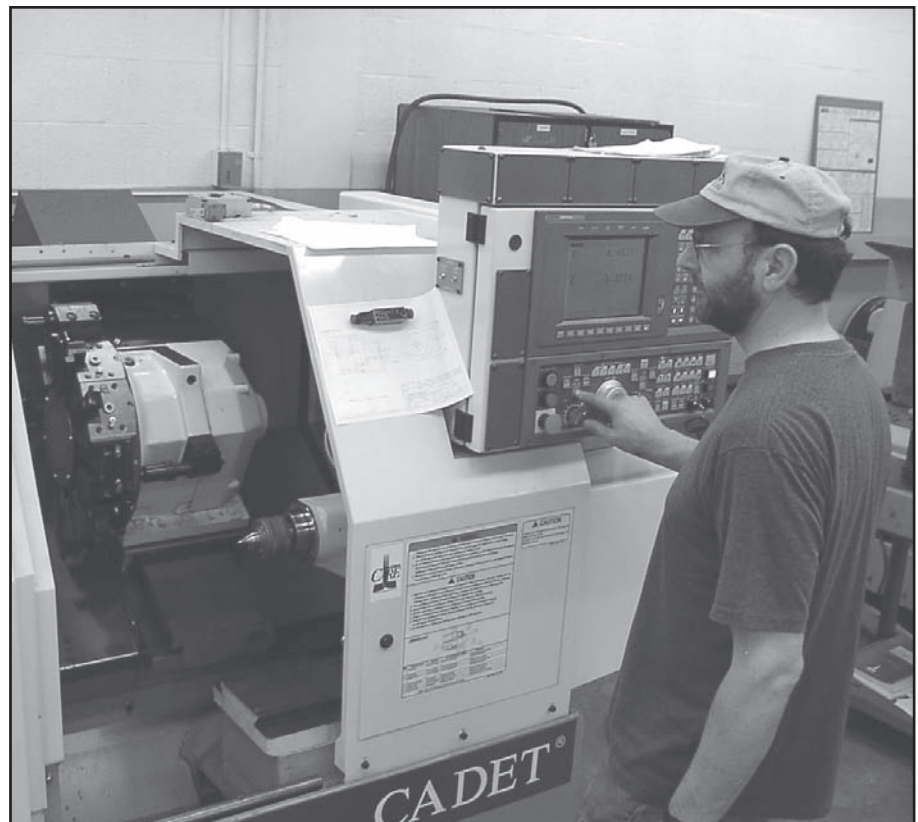
Modular, group-paced course that includes basic lathe tool and milling cutter geometry, carbide selection, as well as machining with ceramics and other superhard cutting tools. Other topics include basic lathe and mill workholding devices, as well as basic setup for turning and machining.

114 Manufacturing Planning and Processes Level 1 (1)

Modular, group-paced course that includes basic machine shop job planning, basic principles of lean manufacturing, computer-aided technology in manufacturing and statistical process control.

115 Reading Engineering Drawings Level 1 (3)

Modular, group-paced course that teaches basic reading and interpretation of orthographic and isometric mechanical



Course Descriptions • Computerized Machining and Manufacturing

drawings specific to the manufacturing industry. Includes basic geometric dimensioning and tolerancing (GDandT). Emphasizes details, relevant manufacturing requirements, and industry standards and terminology.

116 Manufacturing Careers and Management Level 1 (1)

Modular, group-paced course that includes labor history and legislation, basic job readiness and employability preparation, career exploration, and other basic leadership and management principles. Includes tour of local manufacturing facility.

117 Conventional Milling Level 1 (2)

Modular, group-paced course that includes basic set up and safe operation of milling machines, with an emphasis on speed and feed calculations and other processes for optimal manufacturing productivity. *PREREQUISITE: Any of the following: MFG 111 or higher, MACH 101 or higher, or instructor's permission.*

118 Conventional Turning Level 1 (2)

Modular, group-paced course that includes basic set up and safe operation of engine lathes, with an emphasis on speed and feed calculations and other processes for optimal manufacturing productivity. *PREREQUISITE: Any of the following: MFG 111 or higher, MACH 101 or higher, or instructor's permission.*

119 Precision Grinding Level 1 (2)

Modular, group-paced course that includes basic set up and safe operation of surface grinders, with an emphasis on close tolerance work, correct wheel selection, work speed, feed, depth of cut and other processes for optimal manufacturing efficiency. *PREREQUISITE: Any of the following: MFG 111 or higher, MACH 101 or higher, or instructor's permission.*

121 Measuring Systems and Quality Assurance Level 2 (3)

Modular, group-paced course that includes intermediate-level use and care of tools, instruments and equipment used in measurement, layout and inspection. Provides intermediate-level instruction in tolerancing, inch and metric measuring systems, Cartesian coordinate system and various quality improvement processes. *PREREQUISITE: MFG 111 or instructor's permission.*

122 Shop Safety and Production Procedures Level 2 (2)

Modular, group-paced course that teaches intermediate-level occupational health and safety, safe handling of hazardous materials used in manufacturing environments and

other safety topics. Other topics include intermediate-level use and care of hand tools, as well as deburring, benchwork and other finishing processes. *PREREQUISITE: MFG 112 or instructor's permission.*

123 Cutting Tools and Workholding Level 2 (2)

Modular, group-paced course that includes intermediate-level lathe tool and milling cutter geometry, carbide selection, as well as machining with ceramics and other superhard cutting tools. Other topics include intermediate-level lathe and mill workholding devices, as well as setup for turning and machining. *PREREQUISITE: MFG 113 or instructor's permission.*

124 Manufacturing Planning and Processes Level 2 (1)

Modular, group-paced course that includes intermediate-level machine shop job planning, principles of lean manufacturing, computer-aided technology in manufacturing and statistical process control. *PREREQUISITE: MFG 114 or instructor's permission.*

125 Reading Engineering Drawings Level 2 (3)

Modular, group-paced course that teaches intermediate-level reading and interpretation of orthographic and isometric mechanical drawings specific to the manufacturing industry. Includes intermediate-level geometric dimensioning and tolerancing (GDandT). Emphasis on details, relevant manufacturing requirements and industry standards and terminology. *PREREQUISITE: MFG 115 or instructor's permission.*

126 Manufacturing Careers and Management Level 2 (1)

Modular, group-paced course that includes labor history and legislation, intermediate-level job readiness and employability preparation, career exploration, and other intermediate-level leadership and management principles. Includes tour of local manufacturing facility. *PREREQUISITE: MFG 116 or instructor's permission.*

127 Conventional Milling Level 2 (2)

Modular, group-paced course that includes intermediate-level set up and safe operation of milling machines, with an emphasis on speed and feed calculations and other processes for optimal manufacturing productivity. *PREREQUISITE: MFG 117 or instructor's permission.*

128 Conventional Turning Level 2 (2)

Modular, group-paced course that includes intermediate-level set up and safe operation of engine lathes, with an emphasis on speed

and feed calculations and other processes for optimal manufacturing productivity. Includes threading and other specialized turning processes. *PREREQUISITE: MFG 118 or instructor's permission.*

129 Precision Grinding Level 2 (2)

Modular, group-paced course that includes intermediate-level set up and safe operation of surface grinders, with an emphasis on close tolerance work, correct wheel selection, work speed, feed, depth of cut and other processes for optimal manufacturing efficiency. Includes introduction to cylindrical grinding. *PREREQUISITE: MFG 119 or instructor's permission.*

141 CNC Systems Level 1 (2)

Modular, group-paced course that includes basic introduction to computer numerical control systems and equipment, with an emphasis on basic operator skills, control navigation, and programming functions. Prepares students for (and is prerequisite to) MFG 142 and 143. *PREREQUISITE: Any of the following: MFG 117, 118 or 119; or MACH 101 or higher, or instructor's permission.*

142 CNC Machining Level 1 (2)

Modular, group-paced course that includes basic introduction to computer numerical control machining (milling), with an emphasis on set-up, programming and operation of 2- and 3-axis machine tools. Topics include GandM codes, tool setting, workholding, manual programming, and manual data input. *PREREQUISITE: MFG 141 or instructor's permission.*

143 CNC Turning Level 1 (2)

Modular, group-paced course that includes basic introduction to computer numerical control turning (lathe), with an emphasis on set up, programming and operation of 2-axis turning centers. Topics include GandM codes, tool setting, workholding, manual programming, and manual data input. *PREREQUISITE: MFG 141 or instructor's permission.*

144 CAD/CAM Systems Level 1 (2)

Modular, group-paced course that includes basic introduction to computer-aided design and manufacturing (CAD/CAM), with an emphasis on two-dimensional geometry, toolpaths and machining. Software currently taught is Mastercam. *PREREQUISITE: Any of the following: MFG 117, 118 or 119; or MACH 101 or higher, or instructor's permission.*

Course Descriptions • Computerized Machining and Manufacturing • Cooperative Education • Criminal Justice

- 151 CNC Systems Level 2 (2)**
Modular, group-paced course that includes intermediate-level study of computer numerical control systems and equipment, with an emphasis on operator skills, control navigation, and programming functions. *PREREQUISITE: MFG 141 or instructor's permission.*
- 152 CNC Machining Level 2 (2)**
Modular, group-paced course that includes intermediate-level study of computer numerical control machining (milling), with an emphasis on set up, programming and operation of 3-axis vertical machining centers. Topics include GandM codes, tool setting, workholding, manual programming, and manual data input. *PREREQUISITE: MFG 142 or instructor's permission.*
- 153 CNC Turning Level 2 (2)**
Modular, group-paced course that includes intermediate-level study of computer numerical control turning (lathe), with an emphasis on set up, programming and operation of 2-axis turning centers. Topics include GandM codes, tool setting, workholding, manual programming, interactive graphics interface, and manual data input. *PREREQUISITE: MFG 143 or Instructor's permission.*
- 154 CAD/CAM Systems Level 2 (2)**
Modular, group-paced course that includes intermediate-level study of computer-aided design and manufacturing, with an emphasis on 3Dimensional geometry, toolpaths and machining. Includes surfacing and solid modeling. Software currently taught is Mastercam. *PREREQUISITE: MFG 142 and 144, or instructor's permission.*
- 155 Advanced Manufacturing Processes (1)**
Modular, group-paced course that includes basic introduction to advanced processes such as laser, waterjet, and electric discharge machining. Includes tour of a local manufacturing facility. *PREREQUISITE: MFG 111 or higher, or MACH 101 or higher, or instructor's permission.*
- 156 Review–Job Shadow Level 1 (1)**
Modular, self-paced course that includes on-the-job experience in a manufacturing facility, as well as review of prior learning in the classroom and lab. Students submit a written report of their on-the-job experience. *PREREQUISITE: MFG 111 or higher, or MACH 101 or higher.*
- 157 Review–Job Shadow Level 2 (1)**
Modular, self-paced course that includes a second on-the-job experience in a manufacturing facility, as well as review of prior learning in the classroom and lab. Students submit a written report of their on-the-job experience. *PREREQUISITE: MFG 156 or instructor's permission.*
- 158 Review–Job Shadow Level 3 (1)**
Modular, self-paced course that includes a third on-the-job experience in a manufacturing facility, as well as review of prior learning in the classroom and lab. Students submit two written reports of their on-the-job experience. *PREREQUISITE: MFG 157 or instructor's permission.*
- 159 Review–Job Shadow Level 4 (1)**
Modular, self-paced course that includes a fourth on-the-job experience in a manufacturing facility, as well as review of prior learning in the classroom and lab. Students submit two written reports of their on-the-job experience. *PREREQUISITE: MFG 158 or instructor's permission.*
- 160 Review–Job Shadow Level 5 (1)**
Modular, self-paced capstone course that includes a fifth on-the-job experience in a manufacturing facility, as well as review of prior learning in the classroom and lab. Students submit two written reports of their on-the-job experience. *PREREQUISITE: MFG 159 or instructor's permission.*
- 161 CNC Systems Level 3 (2)**
Modular, group-paced course that includes intermediate-level study of computer numerical control systems and equipment, with an emphasis on operator skills, control navigation, and manual programming. *PREREQUISITE: MFG 151 or instructor's permission.*
- 162 Applied Materials for Manufacturing (2)**
Modular, group-paced course that includes basic introduction to the manufacture and structure of metals, the effects of alloying elements on, and heat treatment of, steel as well as various destructive and non-destructive testing methods. Emphasis on metallurgy in manufacturing processes and machinability of various types of materials.
- 164 Shop Math (2)**
Modular, group-paced course that includes a review of basic math and arithmetic functions. Other topics include basic algebra, geometry and trigonometry for machining and manufacturing.
- 177 Manufacturing Work Experience (1-12)**
Capstone course that offers learners an opportunity to work full- or part-time in a manufacturing environment directly related to their program and interests. Learners may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*
- Cooperative Education (COOP)**
- 171 Work Experience Seminar (1)**
Supplements and enhances on-the-job work experience through projects, films, and research. The basic content of the course will reflect those issues that are general to the world of work. It also serves as a guideline for students as they go through the employment cycle of setting goals, researching careers, applying for and getting jobs, and getting familiar with workplace issues.
- Criminal Justice (CRJ)**
- 100 Introduction to Criminal Justice (5)**
Students will learn about current events in crime, criminal justice agencies and the response of correctional institutions to criminal offenders. Includes detailed descriptions of the duties and functions of specific actors in the system including victim, offender, police, prosecuting and defense attorneys, courts and corrections. *Satisfies a social science requirement for AA degree.*
- 115 Fingerprint Science (5)**
Fingerprint classification and latent fingerprinting. For anyone interested in the field and as preparation for the "fingerprint technician" position. Basic skills include preparing students for direct entry into the workforce.
- 177-179 Cooperative Education (1-5)**
Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*
- 200 Individual Rights in Criminal Justice (5)**
Covers the historic, legal and political basis of individual rights in the United States. Some areas that will be analyzed are search and seizure, freedom of expression, pornography, sexual harassment, arrest, and workings of the United States Supreme Court. *PREREQUISITE: CRJ 100 or instructor's permission; and ENGL 110 or higher, or instructor's permission.*

Course Descriptions • Criminal Justice • Dance • Design Drafting Technology

205 Criminal Evidence (5)

Covers basic rules of guidance applicable to criminal and other related police duties. Fundamental questions of evidence and theories of proof including hearsay, documentary proof, self-incrimination, relevance, and presumptions are examined. Special emphasis is on the exclusionary rule and search and seizure aspects of the Fourth Amendment. *PREREQUISITE: CRJ 100 or instructor's permission; and CRJ 200 or instructor's permission; and ENGL 110 or higher; instructor's permission.*

215 Survey of Criminology (5)

Introduces students to the history and theory of what causes or contributes to crime. This broad-based class is interdisciplinary in nature and applies theories in biology, genetics, chemistry, sociology, anthropology and psychology. *PREREQUISITE: CRJ 100 or instructor's permission; and CRJ 200 or instructor's permission; and ENGL 110 or higher, or instructor's permission. Cross-listed with SOC 215. Satisfies a social science requirement for AA degree.*

220 Multicultural Diversity in Criminal Justice (5)

Addresses the beauty and richness of a culturally diverse population. The areas of uniqueness, diversity, stereotypes, prejudice and discrimination are also examined in relation to criminal justice professionals. *PREREQUISITE: CRJ 100 or instructor's permission; and CRJ 200 or instructor's permission; and ENGL 110 or higher, or instructor's permission.*

225 Criminal Law (5)

Examination of a variety of criminal laws including federal, state, and county laws. Focuses on criminal laws and their impact through selective enforcement by criminal justice officials. Special attention to substantive criminal law. *PREREQUISITE: CRJ 100 or instructor's permission; and CRJ 200 or instructor's permission; and ENGL 110 or higher, or instructor's permission.*

230 Corrections (5)

Examines the progression of correctional practices from the colonial period to the penitentiary of the 21st century. Other topics include the role of inmates, correctional officers and administration. *PREREQUISITE: CRJ 100, or instructor's permission; and CRJ 200, or instructor's permission; and ENGL 110 or higher, or instructor's permission.*

240 Community Oriented Policing (5)

Examines the growing trend of placing police officers back into the community to enhance the relationship between society and law enforcement. In the 21st century, police have found the need to better communicate with citizens. Community oriented policing engages the officer to work with individuals in the community to resolve community crime. *PREREQUISITE: CRJ 100 or instructor's permission; and CRJ 200 or instructor's permission; and ENGL 110 or higher, or instructor's permission.*

255 Forensics: An Introduction to Criminalistics (5)

Covers the many different areas of forensic science that are used today, including the latest methods and technologies used to solve crimes. The class will be taught through lecture and expert speakers on topics such as: autopsy procedures, arson investigation, explosives, ballistics and toolmarks, DNA, and many others. *PREREQUISITE: CRJ 100 or instructor's permission; and CRJ 200 or instructor's permission; and ENGL 110 or higher, or instructor's permission.*

294 Special Topics—Criminal Justice (5)

Consists of current topics in the criminal justice field and may focus on areas in policing, corrections and other topics relevant to current trends and interests.

299 Independent Study—Criminal Justice (1-5)

Encourages students to study independently in a field they find most useful to their academic or career aspirations. Students choose an area in criminal justice and work in conjunction with instructor to study and conduct research independently. *PREREQUISITE: Instructor's permission.*

Dance (DANCE)

101 Introduction to Dance (3)

Emphasizes basic jazz and ballet techniques and introduces the skills and practices of both dance forms. Jazz involves body toning exercises, physical fitness, cardiovascular endurance, and strength and flexibility. Students learn short dance routines. Ballet focuses on body awareness, mental and physical discipline, balance, poise, gracefulness and rhythmic awareness, as well as an appreciation of the arts. *PREREQUISITE: Satisfies an activity or humanities/fine arts/English requirement for AA degree.*

102 Dance Technique (3)

Emphasizes jazz and ballet techniques. Further develops the skills and practice of both dance forms. Jazz involves body toning exercises,

physical fitness, cardiovascular endurance, strength and flexibility. Students learn short dance routines. Ballet focuses on body awareness, mental and physical discipline, balance, poise, gracefulness and rhythmic awareness, as well as building an appreciation of the arts. *PREREQUISITE: DANCE 101. Satisfies a humanities/fine arts/English requirement for AA degree.*

103 Dance Technique 2 (3)

Emphasizes jazz and ballet techniques. Further develops the skills and practice of both dance forms. Jazz involves body toning exercises, physical fitness, cardiovascular endurance, strength and flexibility. Students learn short dance routines. Ballet focuses on body awareness, mental and physical discipline, balance, poise, gracefulness and rhythmic awareness, as well as building an appreciation of the arts. *PREREQUISITE: DANCE 102. Satisfies a humanities/fine arts/English requirement for AA degree.*

204 Choreography Workshop (3)

Rehearsal and performance of dance works to be presented in concert. Practice in advanced dance skills. Development of choreography for a variety of dance pieces. *PREREQUISITE: DANCE 101 and 102, or instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*

Design Drafting Technology (D T)

100 Introduction to CADD/CAM (7)

Introduction to computers and software applicable to design drafting-related careers. Primary instruction will be on the AutoCAD and CADKEY software used for computer-aided drafting to originate and edit drawings. Instruction on file management and an introduction to word processing will be included. *PREREQUISITE: Eligible for both ENGL 081 and READ 104.*

101 Technical Drafting (1-7)

Fundamental drawing course that provide students with knowledge of drafting tools and techniques. Includes drafting fundamentals, lettering, geometric construction, orthographic projection, isometric drawing, dimensioning, and sectional views. *PREREQUISITE: Eligible for both ENGL 081 and READ 104.*

101.1 Drafting Fundamentals (4)

Fundamental drawing course that provides students with knowledge of drafting tools and techniques. Includes drafting fundamentals, lettering, geometric construction, orthographic projection, and isometric drawing. Equivalent to completing the first half of D T 101, Technical Drafting. *PREREQUISITE: Eligible for both ENGL 081 and READ 104.*

Course Descriptions • Design Drafting Technology

- 101.2 Machine Drafting 1 (3)**
Fundamental drawing course that provides students with knowledge of orthographic projection, dimensioning, and sectional views. Equivalent to completing the second half of D T 101, Technical Drafting. *PREREQUISITE: D T 101.1 or instructor's permission.*
- 102 Descriptive Geometry (7)**
Descriptive geometry is a geographical process used to analyze space relationships by viewing the object or situation in such a way that the relationship being investigated is actual size and measurable. (Applying descriptive geometry develops and dimensions primary and secondary auxiliary views of 3D objects.) Dimensions and tolerancing will be in compliance with the ASME Y14.5M-1994 standard, with an introduction to the GD and T symbols. Draw cross sections and develop flat patterns for sheet metal components. *PREREQUISITE: D T 101 or 101.2.*
- 102.1 Descriptive Geometry (4)**
Descriptive geometry is a geographical process used to analyze space relationships by viewing the object or situation in such a way that the relationship being investigated is actual size and measurable. Equivalent to the first half of D T 102. *PREREQUISITE: D T 101 or 101.2.*
- 102.2 Machine Drafting 2 (3)**
Descriptive geometry is a geographical process used to analyze space relationships by viewing the object or situation in such a way that the relationship being investigated is actual size and measurable. Equivalent to the second half of D T 102. *PREREQUISITE: D T 102.1.*
- 105 Design Drafting Careers (2)**
Explores the profession of design drafting, the types of jobs, the required skills, and the degree and certificate programs offered at GRCC. Introduction to the competencies required for design drafting. Each student will prepare a program of study necessary to achieve his or her educational goal.
- 110 Introduction to AutoCAD (4)**
Introductory course to Computer Aided Drafting (CAD) using the AutoCAD software. Instruction will focus on learning the commands necessary for creating, editing, and dimensioning 2D drawing. Methods for creating documents that are accurate and accomplished in a timely manner will be discussed. File management techniques using Windows Explorer will be emphasized.
- 112 Introduction to Keycreator (4)**
Learn the commands necessary for creating, editing, and dimensioning 2D drawings and 3D solid models using the CADKEY software. Methods for creating documents which are accurate and accomplished in a timely manner will be discussed. File management skills using Windows Explorer will be emphasized.
- 113 SolidWorks 1 (4)**
Serves as an introduction to creating 3D CAD models using a feature based, parametric solid modeling design program. Topics include base, boss and cut feature creation using extruded, revolved, simple swept or simple lifted shapes; sketching techniques for capturing design intent using automatic or user-defined geometric and dimensional constraints; building assemblies from created parts; detail and assembly drawings creation and bill of material insertion. *PREREQUISITE: Familiar with Windows operating system and file management; and instructor's permission.*
- 115 Geometric Dimensioning and Tolerancing (4)**
Geometric Dimensioning and Tolerancing (GDandT) is an international technical language of symbols used to describe the function and relationship of a part's feature. The symbology of GDandT, as defined in the ASME Y14.5 standard, is understood and applied by all designing and manufacturing communities. Students learn to recognize, interpret and apply GDandT theories and symbols. Applicable mathematical formulas will be studied.
- 125 Civil Drafting 1 (5)**
An introduction to civil drafting, symbols, terminology, and standards. Includes development of an engineering drawing from survey notes to its inclusion into a set of construction plans or an engineering report. *PREREQUISITE: D T 100; and D T 101, or D T 101.1 and 101.2.*
- 131 Mechanical Drafting-CADD (7)**
An introduction to principles, techniques and applications of designing mechanical parts. Areas of study include selection of views, sectioning and auxiliary views, drafting conventions, format selection, dimensioning conventions using ANSI Y14.5 standards, setting DIMVARS in AutoCAD, threads and fasteners, machine shop practices, purchasing parts, and career opportunity discussions. *PREREQUISITE: Instructor's permission.*
- 135 3D CADD/CAM (7)**
Focuses on geometric modeling, display manipulation, geometric analysis, file management, online plotting, and the development of wireframe modeling, surface modeling and solids modeling. Mechanical drafting will be introduced with an emphasis on dimensioning. Computer-aided manufacturing will be introduced by developing a 2D toolpath on Mastercam CADD/CAM program then machining 2D toolpaths on milling machine. *PREREQUISITE: Instructor's permission.*
- 141 Architectural Drafting 1 (5)**
An introduction to principles, techniques and applications of designing mechanical parts. Areas of study include selection of views, sectioning and auxiliary views, drafting conventions, format selection, dimensioning conventions using ANSI Y14.5 standards, setting DIMVARS in AutoCAD, threads and fasteners, machine shop practices, purchasing parts, and career opportunity discussions. *PREREQUISITE: D T 101; or D T 101.1 and 101.2; and either D T 100 or D T 110.*
- 145 Structural Drafting-Steel (4)**
An introductory study of structural steel drafting. Includes engineering fundamentals, welding symbols, seated and framed connections (both welded and bolted), moment connections, detailing various steel products and using standard industry practices. *PREREQUISITE: D T 101; or D T 101.1 and 101.2; or instructor's permission.*
- 146 Structural Drafting-Concrete (4)**
An introductory study in structural concrete drafting. Pre-stressed and post-tensioned concrete is discussed. Includes engineering fundamentals, reinforcement bar detailing, P/C and P/S concrete products, and connections for P/C and P/S concrete, detailing using standard P/C and P/S concrete building products. *PREREQUISITE: D T 101; or D T 101.1 and 101.2; or instructor's permission.*
- 147 Structural Wood Drafting and Design (4)**
Design and detail wood construction framing. Areas covered are floor framing, wall construction, roof framing, i.e. trusses versus stick framing. Deck construction, railings and stairs. Lumber, Glu-Lam Beams, Rough Sawn, man-made wood products i.e. Weyerhaeuser products, Parallam, TimberStrand, Microllam and Trus Joist. *PREREQUISITE: D T 101; or D T 101.1 and 101.2; or D T 100 or D T 110; or instructor's permission.*
- 151 Technical Illustration (7)**
Provides an emphasis on visualization by developing three dimensional pictorial drawings, dealing with non-isometric surfaces and irregular shapes and compound angles with the use of the isometric protractor. Perspective development, inking techniques, line shading and contrast techniques, exploded and cut-away views. *PREREQUISITE: D T 101; or DT 101.1 and 101.2.*

Course Descriptions • Design Drafting Technology

161 Electrical and Electronic Drafting (CADD) (5)

Covers symbolization and good drafting techniques. Also covers how to apply symbols to the circuit and what identifications each one has. Prepare schematics and logic diagrams which follow standard drafting practices. Methods for handling wiring requirements. Sheet metal packaging for electronic components. How to lay out a simple printed circuit board and how to check work for accuracy. *PREREQUISITE: D T 100; D T 101 or D T 101.1 and 101.2; or instructor's permission.*

165 Electronics Drafting (3)

Introduces students to the AutoCAD drafting program and drafting procedures. Covers symbolization and good drafting techniques. Covers how to apply symbols to the circuit and what identifications each one has. Prepare schematics and logic diagrams which follow standard drafting practices. Methods for handling wiring requirements. Sheet metal packaging for electronic components. How to lay out a simple printed circuit board and how to check work for accuracy. *PREREQUISITE: Instructor's permission.*

175 Drafting Work Experience (1)-12

Supervised work experience at an approved training location. Work experience activities are opportunities for the student to utilize the drafting knowledge and skills learned in the classroom. Student is required to work a minimum of three hours each week for each credit enrolled and to participate in weekly seminars designed to facilitate personal growth and workplace ethics. *This is a pass/no credit course.*

177 Drafting Work Experience 1 (3)

Supervised work experience at an approved training location. Work experience activities are opportunities for the student to utilize the drafting knowledge and skills learned in the classroom. Student is required to work a minimum of six hours each week and to participate in weekly seminars designed to facilitate personal growth and workplace. *This is a pass/no credit course.*

178 Drafting Work Experience 2 (3)

Supervised work experience at an approved training location. Work experience activities are opportunities for the student to utilize the drafting knowledge and skills learned in the classroom. Student is required to work a minimum of six hours each week and to participate in weekly seminars designed to facilitate personal growth and workplace *PREREQUISITE: D T 177. This is a pass/no credit course.*

179 Drafting Work Experience 3 (3)

Supervised work experience at an approved training location. Work experience activities are opportunities for the student to utilize the drafting knowledge and skills learned in the classroom. Student is required to work a minimum of six hours each week and to participate in weekly seminars designed to facilitate personal growth and workplace ethics. *PREREQUISITE: D T 178. This is a pass/no credit course.*

180-182 Leadership Skills 1-3 (1)

Provides personal development experiences through participation in class as well as leadership activities at school and in the community. Emphasizes individual participation to identify, plan, implement, promote, and evaluate activities. Provided instruction will facilitate development of personal skills in such areas as speaking, applying for a job, conducting business meetings, working on committees, and developing a plan of work.

199 Independent Study (1-5)

Encourages students to study and develop independently in a special topic area of drafting under the guidance of an instructor. Course content to be developed in conference between the student and instructor. Students meet on a tutorial basis with the instructor. *PREREQUISITE: Instructor's permission.*

200 ADDA Certification Preparation (2)

Strengthens potential for passing the ADDA Drafter Certification Examination. Technical material to be reviewed includes sketching, scales, lettering, line weights, geometric construction, orthographic views, auxiliary views, sectional views, dimensions, notes, working drawings, basic welding symbols, fits, tolerances, and architectural terms/standards. The ADDA Drafter Certification Examination will be scheduled at the conclusion of this course.

210 Advanced AutoCAD Development 1 (4)

Gives an introduction to the tools and skills necessary to develop advanced utilities to improve your AutoCAD performance. Focuses on learning and mastering basic customization tools. Also gain a basic understanding of the capabilities and limitations of AutoCAD menus and scripts. *PREREQUISITE: D T 110 or 131; or instructor's permission.*

225 Civil Drafting 2 (4)

Advanced civil drafting techniques. Expand AutoDesk's Land Desktop (LDT) 3D modeling concepts started during the DT125 class to include design elements of roadway horizontal and vertical alignments, profiles, grade lines, roadway cross-sections, side slopes, road templates and earthwork volume calculations.

Use industry standards to create plan/profile drawings. *PREREQUISITE: D T 125 or instructor's permission.*

231 Mechanical Design (CADD) (7)

Advanced principles, techniques and applications of drafting technology required for the preparation of detail and assembly drawings. Based on current industrial practices and standards, areas of study include dimensioning and tolerancing, geometric, form and positional tolerancing, shop processes and procedures, layout drawings including developments and triangulation, piping and tubing drawings, welding and welding symbols, and forging and casting drawings. *PREREQUISITE: D T 102 and 131; or instructor's permission.*

232 Drafting and Design Projects (CADD) (7)

A broad review of the factors influencing the function of mechanical components such as materials and manufacturing methods. Emphasis on complete graphical representation of each of the components that go into a set of working drawings. Students will work on a project selected by the class or projects assigned by the instructor. Projects will be selected on the basis of difficulty and completeness. The instructor will endeavor to obtain a project from a local manufacturing company. Design teams will create documentation for manufacturing. *PREREQUISITE: D T 231 with a grade of 2.0 or higher; or instructor's permission.*

236 Introduction to INVENTOR (4)

An introduction to Autodesk "Inventor" solid modeling program. Focuses on creating sketches and applying appropriate geometric and dimensional driven constraints to drive model development, editing the model and creating multi-level assemblies. Student will learn visualization, sketching, and 3D parametric modeling, as needed to display detailed drawings based on the solid part or assembly. *PREREQUISITE: An understanding of AutoCAD commands; or D T 100 or 110; or instructor's permission.*

237 Advanced 3D CADD/CAM (4)

Focuses on rapid prototyping using Mastercam software. Includes creation and editing of 3D wireframe modeling, 3D solid modeling, and 3D surface modeling. Programming 3D toolpaths from 3D wireframe models and 3D derived and composite surface models. Toolpath editing to include project and trim functions. Production of prototype model using the milling machine. Verification and editing of toolpath programs using rendered backplots. *PREREQUISITE: D T 135.*

Course Descriptions • Design Drafting Technology • Drama • Early Childhood Education
240 Electrical and Mechanical Building Systems (5)

Instruction in the design, construction principles, methods, and materials of the following building systems: electrical, water supply, sanitary, storm drainage, heating, air conditioning, ventilating, fire protection, and conveying. *PREREQUISITE: D T 141 or instructor's permission.*

241 Architectural Drafting 2 (4)

Development of advanced architectural drafting skills, which will include multi-level floor plans, stairs and stair sections, foundation plans, floor framing and wall sections, and/or building cross sections. Drafting assignments are done by AutoCAD and/or manual drafting. *PREREQUISITE: D T 141 or instructor's permission.*

261 Printed Circuit Board Design (CAD) (4)

Introduction to logic symbolization and circuit flow. Includes layout of circuit using a logic drawing for input, obtaining drill and trim information, drawing drill and trim documents, preparing the circuit to allow flow of voltage and amperage levels, reading vendor manuals for component data, preparing assembly information or circuit boards, and checking finished electronic circuit board. *PREREQUISITE: D T 161 or instructor's permission.*

277 Drafting Work Experience 4 (3)

Supervised work experience at an approved training location. Work experience activities are opportunities for the student to utilize the drafting knowledge and skills learned in the classroom. Student is required to work a minimum of fifteen hours each week. *PREREQUISITE: D T 179. This is a pass/no credit course.*

278 Drafting Work Experience 5 (3)

Supervised work experience at an approved training location. Work experience activities are opportunities for the student to utilize the drafting knowledge and skills learned in the classroom. Student is required to work a minimum of fifteen hours each week. *PREREQUISITE: D T 277. This is a pass/no credit course.*

279 Drafting Work Experience 6 (3)

Supervised work experience at an approved training location. Work experience activities are opportunities for the student to utilize the drafting knowledge and skills learned in the classroom. Student is required to work a minimum of fifteen hours each week. *PREREQUISITE: D T 278. This is a pass/no credit course.*

299 Independent Study (1-5)

Encourages students to study and develop independently in a special topic area of drafting under the guidance of an instructor. Course content to be developed in conference between the student and instructor. Students meet on a tutorial basis with the instructor. *PREREQUISITE: Instructor's permission.*

Drama
102 Drama Appreciation (5)

Introductory course designed to increase the student's understanding and enjoyment of the arts, theater and films. Course regards drama as one of the performing arts and not as literature. *PREREQUISITE: Eligible for READ 104. Satisfies a humanities/fine arts/English requirement for AA degree.*

111 Rehearsal and Performance (5)

Participation in actual play production and performance. *Satisfies an activity or humanities/fine arts/English requirement for AA degree.*

112 Rehearsal and Performance (5)

Participation in actual play production and performance at an intermediate level. *PREREQUISITE: DRAMA 111. Satisfies a humanities/fine arts/English requirement for AA degree.*

113 Rehearsal and Performance (5)

Participation in actual play production and performance at an advanced level. *PREREQUISITE: DRAMA 112. Satisfies a humanities/fine arts/English requirement for AA degree.*

120 The Art of the Film (5)

Instills an appreciation for the motion picture as an art form. Considers films as a vital, contemporary art experience. *Satisfies a humanities/fine arts/English requirement for AA degree.*

140 Shakespeare on Film (5)

Introduction to and study of representative film versions of Shakespeare's dramatic works. Examines some of the better-known films of his plays to gain an in-depth appreciation and understanding of Shakespeare's style, techniques and themes. *Satisfies a humanities/fine arts/English requirement for AA degree.*

141 Pop Culture in Movies and Television (5)

Studies the dramatic and cinematic aesthetics of modern movies and episodic television. Focuses on the examination of popular film and TV dramas and sit-coms for greater understanding of the art of cinema and drama,

as well as greater awareness of self and society. *Satisfies a humanities/fine arts/English requirement for AA degree.*

151 Acting: Living the Role (5)

Presents the psychological approach to acting. The student practices observation of personality traits and types, and techniques for concentrating one's consciousness into the character being played. *Satisfies a humanities/fine arts/English requirement for AA degree.*

152 Acting-Technical Aspects (5)

Instructs the student in elementary stage techniques for the actor/actress. Attention is focused on movement, voice, gesture, characteristic mannerisms and stock character types. *Satisfies a humanities/fine arts/English requirement for AA degree.*

153 Acting Workshop (1-5)

Offers the opportunity for students of varying abilities and interests in drama to learn about acting through performance experiences in scenes, one-act plays and possibly full-length plays. *Satisfies an activity or humanities/fine arts/English requirement for AA degree.*

298 Independent Study (1-5)

Encourages students to study and develop independently their special interests in drama. Each student meets on a tutorial basis with his/her instructor. *PREREQUISITE: Instructor's permission.*

Early Childhood Education (ECE)
100 Basic STARS Training (2)

Offers students the required training set forth by the Washington State Training and Registry System (STARS), a career development system for those who work in child care, early education, and school-age care. Content areas include child growth and development, child guidance, and health and safety.

101 Introduction to Early Childhood Education (5)

An overview of the teaching profession spanning the ages of early childhood through grade 3. Includes an overview of current research on effective teaching strategies, learning styles, and developmentally appropriate practices as well as an introduction to current issues related to education. Reviews the Essential Academic Learning Requirements (EALRs) for Washington along with the Washington State Skill Standard Requirements. Appropriate for individuals interested in exploring teaching options in the areas of early childhood education or paraeducation in the elementary K-3 classrooms. Includes site visits to various ECE programs.

Course Descriptions • Early Childhood Education

103 Early Childhood Education Practicum 1 (3)

Provides the opportunity for practical work experience in an ECE setting with the purpose of applying theoretical knowledge. Student is under the guidance and supervision of a college instructor while working with children under the age of six. *Satisfies an activity requirement for AA degree.*

104 Early Childhood Education Practicum 2 (3)

Provides the opportunity for practical work experience in an ECE setting with the purpose of applying theoretical knowledge. Student is under the guidance and supervision of a college instructor while working with children under the age of six. *PREREQUISITE: ECE 103 or instructor's permission. Satisfies an activity requirement for AA degree.*

120 Introduction to Child Development Associates (3)

Introduces the Child Development Associates (CDA) process to help students understand the terminology and requirements needed to earn this ECE teaching credential. Covers the first four functional areas and the first competency goal of the CDA process.

145 FosterParent Scope (5)

Taught by a team of professionals. Meets the ongoing in-service training needs of licensed foster parents. Attention is given to the foster parent, the foster child, and to developing effective working relationships with the biological parents and caseworker. Particular emphasis is on developing the guidance and discipline strategies necessary to deal with the special needs of foster children.

175 Music/Movement Activities (3)

Students plan, present, and evaluate developmentally appropriate curriculum activities in music and movement. Appropriate for teachers who wish to work in a preschool setting, early elementary program or child care center. Students learn about the importance of creative expression and providing movement and music activities that promote social skills, are multicultural, and self-esteem building. Covers physical development of children through the elementary years with attention toward their fine and gross motor development. *Satisfies an activity requirement for AA degree.*

177-179 Cooperative Education (1-12)

Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*

181 Montessori Practicum 1 (4)

Provides the opportunity for practical work experience in a Montessori classroom setting for the purpose of applying theoretical knowledge. Student is under the guidance and supervision of a Montessori-certified college instructor while working with children between the ages of 3-6.

182 Montessori Practicum 2 (4)

Provides the opportunity for practical work experience in a Montessori classroom setting for the purpose of applying theoretical knowledge. Student is under the guidance and supervision of a Montessori-certified college instructor while working with children between the ages of 3-6. *PREREQUISITE: ECE 181 or instructor's permission.*

190 CDA Course Content (3)

Helps students meet the requirement for the Child Development Associates (CDA) process, by earning the credits and clock hours required in five of the thirteen functional areas. Covers cognitive, communication, creative, self-esteem, and social development.

194 Early Childhood Education Special Topics (1-5)

Enables students to pursue areas of special interest in the Early Childhood Education field. Students participate in approved, regularly scheduled workshops, seminars, or classes sponsored by the college or by a recognized

institution or organization, e.g. Child Care Resources, Educational Service District, the Washington Association for the Education of Young Children or local affiliate, health department, or childcare agency.

194.1-194.2 Early Childhood Education Special Topics 1-2 (1-5)

Enables students to pursue areas of special interest in the field of early childhood education. Students participate in approved, regularly scheduled workshops, seminars, or classes sponsored by the college or by a recognized institution or organization, such as Child Care Resources, Educational Service District, the Washington Association for the Education for Young Children or local affiliate, health department, articulating school districts, or childcare agency.

200 Child Development Associate (CDA) Work Ethics (3)

Helps students meet the requirements for the Child Development Associates (CDA) process, by earning the credits and clock hours specific to the last four functional areas and four of the competency goals. Covers guidance and discipline, working with families, program management, and professionalism.

205 Learning Environments (3)

Studies facilities, equipment, materials and teacher behaviors that support safe and healthy learning environments for children. Models of curriculum are assessed as to developmental appropriateness.



Course Descriptions • Early Childhood Education • Economics • Education
211 Introduction to Montessori (4)

An introduction to the Montessori philosophy and method focusing on the 3-6 year old child. Practical life and sensorial exercises are presented along with a general overview of the Montessori subjects. A contemporary approach to the method is used with added emphasis on cultural relevancy and anti-bias curriculum practices.

212 Montessori 2 (4)

Continues the study of the Montessori philosophy and method focusing on the 3-6 year old child. Language and math lessons and exercises are presented along with the continued overview of the Montessori classroom. A contemporary approach to the method is used with added emphasis on cultural relevancy and anti-bias curriculum practices. *PREREQUISITE: ECE 211 or instructor's permission.*

213 Montessori 3 (4)

Concludes the study of the Montessori philosophy and method focusing on the 3-6 year old child. Cultural subjects are presented emphasizing developmentally appropriate practices. The student studies environment, equipment, materials, and teacher behaviors that support the Montessori Method of education. *PREREQUISITE: ECE 212 or instructor's permission.*

214 Early Childhood Education Practicum 3 (3)

Provides second year practical work experience in an ECE setting for the purpose of applying theoretical knowledge. Student works under the guidance and supervision of a college instructor while working with children under the age of six. *PREREQUISITE: ECE 104. Satisfies an activity requirement for AA degree.*

215 Early Childhood Education Practicum 4 (3)

Provides second year practical work experience in an ECE setting for the purpose of applying theoretical knowledge. Student works under the guidance and supervision of a college instructor while working with children under the age of six. *PREREQUISITE: ECE 214. Satisfies an activity requirement for AA degree.*

225 Early Identification/Intervention, Birth to Five (3)

A study of the development of hearing, speech, language, vision, and motor skills in children ages birth through five in order to assess whether that development is within normal limits. Observations are used to identify developmental discrepancies, and preventative interventions are accomplished by working with parents in referrals to appropriate

resources for diagnosis and remediation to allow earliest treatment in the prevention of further delays or future disabilities.

235 Interaction Skills (3)

A study of the relationship between parents and ECE workers and the impact this relationship has on professionalism. Special emphasis is placed on the communication skills and attitudes that allow the ECE worker to develop mutually respectful relationships with parents, co-workers and community.

250 Early Childhood Education Practicum (5)

Intended as the final course in the ECE degree program, ECE 250 provides the student with leadership experience at an approved early childhood education site selected by the ECE department. The student will be expected to assume a lead teaching role in which he or she demonstrates application of all previous coursework with emphasis on developmental appropriate and culturally appropriate practices. *PREREQUISITE: All ECE classes: ECE 101, 103, 104, 175, 200, 205, 214, 215, 225, 235, and EDEC 110, 110.1, 110.2, 115, 130, 140, 150, 155, 160, 243; and EDU 240; and instructor's permission.*

260 Child Development Associate Resource File (3)

For students who require assistance in preparing their Child Development Associates (CDA) resource file for submittal in order to apply for the CDA credential. Students will be provided with information to help them understand, define, and clarify the requirements established by the CDA Council. May be taken in conjunction with one of the other CDA courses. *PREREQUISITE: ECE 120 and/or 190 and/or 200 or instructor's permission.*

265 Supervised Montessori Teaching (4)

Provides an opportunity for leadership experience in a Montessori setting with the purpose of applying the Montessori philosophy and method in all areas of the classroom. Student is under the guidance and supervision of a Montessori-certified college instructor while working with children between the ages of 3-6. *PREREQUISITE: ECE 211, 212 and 213; or instructor's permission.*

Economics (ECON)
100 Economic Principles and Applications (5)

General survey course stressing basic principles of economic analysis and their applications to current problems and social issues. Intended primarily for students not majoring in business or economics and not

intending to take ECON 200. *Satisfies a social science requirement for AA degree.*

101 Economics of Competition (5)

Study of scarcity, competition, costs, prices, and profits with specific attention to resources, unions, business and government. *Satisfies a social science requirement for AA degree.*

194 Special Topics–Economics (1-5)

Focuses on a special topic such as inflation, unemployment, population growth, environmental pollution, energy, taxation, discrimination, poverty, crime, health care or energy. Occasionally, a single course may cover several of these topics. Consists of lectures, class and small group discussions and student presentations. Any economic concepts needed by students are developed in course presentations.

200 Macroeconomics (5)

General introduction to economic reasoning. An overview of basic economic questions concerning economizing, competition and exchange. The study of macroeconomics and questions relating to the determination of national income, output, employment and the price level. *PREREQUISITE: Eligible for ENGL 110 and MATH 156; or instructor's permission. Satisfies a social science requirement for AA degree.*

201 Microeconomics (5)

Continuation of the analysis of problems involving scarcity, choice, competition, and cost. Detailed examination of the basic principles and models of microeconomics and their application to contemporary issues and problems. Primarily for students who will be taking additional courses requiring a working knowledge of microeconomic theory. *PREREQUISITE: ECON 200 or instructor's permission. Satisfies a social science requirement for AA degree.*

298-299 Independent Study–Economics (1-5)

Enables students individually to pursue special interests or opportunities in economics under guidance of an instructor. *PREREQUISITE: At least one 200-level Economics course and instructor's permission.*

Education (EDU)
111 Middle Childhood and Adolescence (5)

A study of the developmental characteristics of the child from middle school through adolescence. The following broad topical areas as they relate to each developmental period will be covered: physical, perceptual, cognitive/language, and social/emotional development.

Course Descriptions • Education • Education in Early Childhood Education

Developmental theories and research methods used in the field of human development will be included. *PREREQUISITE: EDEC 110 or both EDEC 110.1 and 110.2.*

170 Introduction to Education (5)

Acquaints students with the K-college American education system and the profession of teaching. Appropriate for those wishing to gain a better understanding of schools and teaching, especially those planning to enter the teaching profession. Includes a historical perspective of American education, current research on effective teaching strategies, and a discussion of current issues related to schools, teaching and learning. Also includes 33 hours of a required, supervised placement in an elementary, middle or high school or documentation of previous experience totaling 33 hours.

172.1 Elementary School Practicum (1)

A field experience that gives students the opportunity to practice concepts learned in EDUC 170 through a placement at a local elementary school. Students will work an average of 3 hours per week. Other activities include teacher meetings, class visitations, and observing various educational programs/resources. *This is a pass/no credit course.*

172.2 Secondary School Practicum (1)

A field experience which gives students the opportunity to practice concepts learned in EDUC 170 through a placement at a local secondary school. Students will work an average of 3 hours per week. Other activities include teacher meetings, class visitations, and observing various educational programs/resources. *This is a pass/no credit course.*

193 Introduction to Special Education (3)

Explores the history, psychology, and medical aspects of special education, as practiced in the United States, in addition to opportunities available in the profession. Recommended for future educators and others interested in understanding children with special needs.

194-196 Education Special Topics 1-3 (1-5)

Enables students to pursue areas of special interest in the field of education. Students participate in approved, regularly scheduled workshops, seminars, or classes sponsored by the college or by a recognized institution or organization, e.g., Child Care Resources, Educational Service District, the Washington Association for the Education for Young Children or local affiliate, health department, articulating school districts, or childcare agency.

210 Assisting Practicum (6)

Students work with children in the elementary classroom, learning and demonstrating the fundamentals of developmentally-appropriate and culturally-sensitive practices. In addition, students participate in a two-hour seminar each week, linking the practicum experience to theory. Satisfies an activity requirement for AA degree.

240 Multicultural/Anti-Bias Issues in Education (3-5)

Examines attitudes and practices that are explicitly and/or subtly biased on the basis of race, gender, socioeconomic status, ethnicity, age, culture, disability, and family/life-style. Emphasis is placed on the implications for classroom practices and developing a plan for incorporating anti-bias attitudes and practices into an educational setting.

270 Teacher Portfolio Review (1)

An independent study follow up course to EDUC 170, Introduction to Education, in which elementary and secondary education students continue to document their participation in activities related to teacher education and GRCC's campus wide learning outcomes. These experiences are documented in the student's teaching portfolio. *PREREQUISITE: EDU 170; and 60 or more credits. This is a pass/no credit course.*

294-296 Education Special Topics 4-6 (1-5)

Enables students with a basic knowledge in the discipline to pursue areas of special interest in the field of education. Students participate in approved, regularly scheduled workshops and seminars sponsored by the college or by a recognized institution or organization, e.g., Educational Service District, the Washington Association for the Education of Young Children or local affiliate; health department, or childcare agency.

Education in Early Childhood Education (EDEC)

102 Computers in Education (3)

Provides students an opportunity to use computers in a manner related to the education field. Appropriate for experienced as well as inexperienced computer users. Includes exposure to software for children.

110 Child Development (5)

A study of developmental tasks and characteristics of infants and children. Course uses current research that includes the influence of culture on development as well as other environmental influences. Includes observation techniques.

110.1 Child Development (3)

A study of developmental tasks and characteristics of infants and toddlers. Course uses current research that includes the influence of culture on development as well as other environmental influences. Includes observation techniques.

110.2 Child Development (2)

A study of developmental tasks and characteristics of preschool and school age children. Course uses current research that includes the influence of environment on development. Includes observation techniques. *PREREQUISITE: EDEC 110.1.*

115 Issues and Trends (3)

Emergent issues and trends impacting the field of education are examined and interpreted along with current research and views of society. Historical and social foundations of teaching young children are addressed, including issues relating to cultural diversity.

130 Guidance and Discipline (3)

An introductory course that explores positive guidance and discipline techniques that are developmentally appropriate and culturally sensitive. Theories as well as styles of discipline will be discussed with an emphasis on building positive self-esteem in children.

140 Health, Safety and Nutrition (3)

Explores the interrelated roles of the home, school and community in meeting the health, safety, and nutritional needs of young children. Topics include nutrition, common childhood diseases, immunizations, accident prevention, emergency care, and special health problems. Referral procedures to utilize school and community resources to meet the health and safety needs of children will also be presented.

150 Multicultural Language Arts P-3 (3)

An introduction to high-quality developmentally-appropriate children's books for early childhood and elementary classrooms. Students read and evaluate multicultural and anti-bias books that portray characters with authentic and realistic behaviors with an emphasis on race, gender, socioeconomic status, ethnicity, age, culture, disability, and family lifestyle. Identifies children's books which may be explicitly and/or subtly biased.

Course Descriptions • Education in Early Childhood Education • Engineering

155 Exploring Science and Math P-3 (5)

Focuses on the process of planning, creating, presenting and evaluating hands-on, relevant science and math activities for children in preschool through grade three. Serves as the foundation course for building developmentally appropriate science and math skills that lead to discovery, exploration and understanding. Open-ended science activities involve children at a wide range of developmental levels, connecting to other areas, including math, artistic expression, and social studies. Offers the students opportunities to work collaboratively in small groups and to practice presenting lessons to young children.

160 Art for Children (3)

The development and enhancement of creative expression in children using a process approach. Plan, present and evaluate developmentally appropriate curriculum units in art for preschool, elementary and special needs students. A lab course that provides experiences with creative materials and activities that are multicultural, and build self-esteem, social skills, and small motor skills.

190 The Role of the Paraeducator (2)

Based on the Washington State Paraeducator standards, this course introduces students to the training needed to work as effective members of an instructional team in the P-12 system. Provides an understanding of direct services to children and youth, including youth with disabilities. Introduces the student to the roles, responsibilities, and techniques of certificated/licensed staff and paraeducators. Covers student records and the laws, drawing on the expertise of local professionals and schools.

193 The Exceptional Child (3)

An introduction to and comprehensive survey of, the characteristics and educational needs of exceptional children. Autism, learning disabilities, communication disorders, ADD, developmental disabilities, vision and hearing impairments, and orthopedic/health impairments will be discussed. History, theory, and current research will be presented. Appropriate for those working with children ages birth through adolescence.

194-196 Special Topics (1-5)

Enables students to pursue areas of special interest in the field of education. Students participate in approved, regularly scheduled workshops, seminars, or classes sponsored by the college or by a recognized institution or organization, e.g., Child Care Resources, Educational Service District, the Washington Association for the Education of Young Children or local affiliate, health department, or childcare agency.

200 Curriculum Development in Literacy (2)

For individuals who intend to be instructional aides or paraeducators in the P-12 system. Acquaints students with the abilities needed to provide appropriate materials for the promotion of literacy skills in the classroom. Provides exposure to a wide variety of reading materials to meet multiple levels of ability. Instruction addresses the special needs populations and students with limited English fluency skills and involves working with local professionals and schools.

220 Introduction to Sign Language 1 (2)

An introduction to the use of sign language. Alphabet and vocabulary will be presented using Signed English. Finger-spelling activities include a variety of games and songs. *Satisfies an activity requirement for AA degree.*

221 Sign Language 2 (2)

A continuation of activities presented in ECE 220. *PREREQUISITE: EDEC 220 or instructor's permission. Satisfies an activity requirement for AA degree.*

243 Creative Teaching of the Young Child (5)

Development of creative, developmentally appropriate materials, curricula and teaching strategies for educational settings. Culturally sensitive, multicultural, and anti-bias approaches are presented throughout the course.

245 Challenging Behaviors in Young Children (2)

Presents the basic facts and skills needed to understand and address challenging behaviors and to teach appropriate alternatives. Brings together techniques and information drawn from neuroscience, psychology, psychiatry, special education, early care and education, child development, cross-cultural research, and proactive skills programs. Risk factors, protective factors, and the role of the brain in challenging behavior will be discussed.

293 Issues of Child Abuse (2)

An overview of child abuse and neglect in the United States. Covers basic definitions, theories of causes, and indicators of abuse. Mandatory reporting laws and forms of intervention are discussed along with the importance of taking cultural factors into consideration. Recommended for individuals who work in child care settings and schools.

294-296 Special Topics (1-5)

Enables students with a basic knowledge in the discipline to pursue areas of special interest in the field of education. Students participate in approved regularly scheduled workshops and seminars sponsored by the college or by

a recognized institution or organization, e.g., Educational Service District, the Washington Association for the Education of Young Children or local affiliate, health department, or childcare agency.

Engineering, General (G E)

100 Careers in Engineering (2)

An introductory course to explore the functions of engineering and computer science, branches of the professions, educational requirements, and transfer institutions offering these programs. Includes an introduction to the competencies required for programming, problem solving, engineering design, and the planning of a program of study necessary to receive a Bachelor of Science degree in engineering or computer science.

104 Innovations in Design (5)

Introduction to design and communication principles using an engineering project approach, stressing teamwork, design process, creative and analytical thinking, quantitative analysis, professionalism and ethics, social, economic and political context, and open-ended problems. Introduces the engineering design process by building group skills, understanding the effects of different learning styles, producing strategies for innovation, and fostering creativity in problem solving. Includes design projects, journal keeping, professionalism and ethical issues, and oral presentations. *Satisfies a natural science requirement for AA degree.*

106 Introduction to Engineering Problems (3)

Introduction to dimensional analysis and vector algebra and their use in solving engineering problems. Newton's laws are used in problems involving forces, moments, acceleration and velocities. Problem format, significant figures, statistics and error analysis, and their role in the design process are discussed. *PREREQUISITE: MATH 104 or equivalent. Satisfies a quantitative skills or natural science requirement for AA degree.*

112 Statics (5)

A fundamental and rigorous course in the mechanics of rigid bodies in static equilibrium conditions. Practical engineering problems involving the loads carried by structural components are solved using Static principles, vector notation and calculus for mathematical modeling. Principles and their limitations are learned together within the context of engineering applications and the engineering design process. *PREREQUISITE: G E 106 and MATH 125; or concurrent enrollment. Satisfies a quantitative skills or natural science requirement for AA degree.*

Course Descriptions • Engineering • English

123 Engineering Graphics and 3D Modeling (5)

A beginning lab course focusing on visualization, sketching, and 3D parametric modeling computer aided drafting (CAD). Involves an introduction to the basic design competencies and graphical solutions of spatial problems using basic engineering drawing principles. Provides skills in graphic communication and visualization of three-dimensional objects, as well as design and problem solving skills. *Recommended for all beginning engineering students.*

140 Materials Science (5)

An introductory course which investigates the basic principles relating to the structure and properties of materials used by practicing engineers. The properties of organic and inorganic materials are related to their atomic, molecular, and crystalline structure. *PREREQUISITE: CHEM 140 or concurrent enrollment. Satisfies a natural science requirement for AA degree.*

142 C++ Programming (5)

C++ programming language applied to engineering problems. The student organizes and writes C++ language computer programs to obtain the solutions to assigned problems. Engineering design competencies in teamwork, information gathering, problem definition, idea generation, evaluation and decision making, implementation, and communication are integrated in this course. *PREREQUISITE: MATH 104. Cross-listed with C SCI 142. Satisfies a natural science requirement for AA degree.*

143 C++ Data Structures (5)

C++ programming language applied to engineering problems. The student organizes and writes C++ language computer programs to obtain the solutions to assigned problems. Emphasis is on using common data structures, abstract data types, modularity, and encapsulation. Students learn to understand, design and implement medium-sized programs. Engineering design competencies in teamwork, information gathering, problem definition, idea generation, evaluation and decision-making, implementation, and communication are integrated in this course. *PREREQUISITE: MATH 124 and G E or C SCI 142. Cross-listed with C SCI 143. Satisfies a natural science requirement for AA degree.*

144 Java 1 (5)

The programming language Java is used to illustrate concepts in computer science. Students in this class will be introduced to problem solving methods and algorithm development and object-oriented design. Students will design, implement, document

and debug Java computer programs. *PREREQUISITE: IT 102 or MATH 104; and G E/C SCI 142. Cross-listed with C SCI 144. Satisfies a natural science requirement for AA degree.*

177-179 Engineering Work Experience (1-12)

Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*

198 Independent Study—Computer Programming (1-5)

Encourages students to study and develop independently their special interests in computer programming. *PREREQUISITE: Instructor's permission.*

199 Independent Study—Design Projects (1-5)

A special project is designed, built, and tested by the student. The student, with the approval of an engineering instructor, selects the project. Permits a student to explore a field of special interest under the guidance of an instructor. *PREREQUISITE: Instructor's permission.*

235 Fundamentals of Electrical Circuits (5)

An introduction to basic electrical circuits and systems. Topics include basic analysis techniques, nodal and mesh analysis and Thevenin and Norton equivalent circuits. Linear differential equations will be applied to basic circuits. *PREREQUISITE: MATH 126 and PHYS 202. Concurrent enrollment in MATH 238 is desirable. Satisfies a quantitative skills or natural science requirement for AA degree.*

240 Mechanics of Materials (5)

A rigorous investigation of the concepts of stress and deformation in structural members. Focuses on the development of basic relationships between loads, stress, and deformation in members such as beams, columns, shafts, and tension members. *PREREQUISITE: G E 112 and MATH 126; or concurrent enrollment. Satisfies a natural science requirement for AA degree.*

280 Thermodynamics (5)

Introduction to the basic principles of thermodynamics. Covers energy transformations, work and heat, ideal and real gases, first and second laws of thermodynamics, and applications to engineering systems. *PREREQUISITE: CHEM 140 and MATH 125; or PHYS 201. Satisfies a natural science requirement for AA degree.*

281 Dynamics (5)

An in-depth treatment of the dynamics of particles and rigid bodies using vector analysis. Topics include kinematics, kinetics, momentum, and energy principles for both particles and rigid bodies. A required course for numerous engineering programs. *PREREQUISITE: G E 112, MATH 125 and PHYS 201. Satisfies a quantitative skills or natural science requirement for AA degree.*

English (ENGL)**081 Fundamentals of Written Communication (5)**

Reading and writing course for general studies or professional and technical students. Students study basic sentence structure, review mechanics and punctuation, improve vocabulary and spelling, learn to write well-organized and developed paragraphs, write a short essay that shows the author can make relationships between paragraphs, and read short stories and essays. *PREREQUISITE: COMPASS placement and eligible for READ 094.*

090 Spelling Improvement (3)

For students who want to increase their proficiency in spelling. Students learn to apply basic spelling rules to sound out words that are spelled phonetically, and to memorize commonly misspelled words that are not spelled entirely by sound. Lecture, discussion, class exercises, homework review, and testing are included in each concept-based unit.

091 Vocabulary Improvement (3-5)

Offers students the opportunity to improve their vocabularies. Lectures and discussions introduce basic techniques and guidelines for vocabulary development.

092 Composition Skills: Mechanics and Paragraphs (1-2)

An individualized course for improvement of skills in composition. Students may work to improve punctuation, sentence structure, paragraph writing, short essay construction or other fundamental composition techniques. Students may also strengthen writing skills by reading examples of good writing as illustrated in published essays. *PREREQUISITE: Eligible for ENGL 081. This is a pass/no credit course.*

098 Bridge to College English (5)

A skill building class to help students move from ENGL 081 and READ 094 to college level English skills classes. Students learn to use basic skills to improve reading skills in vocabulary, fluency and comprehension and to improve writing skills in sentence, paragraph and essay construction. *PREREQUISITE: ENGL 081 or 100; or READ 094; or instructor's permission.*

Course Descriptions • English

- 100 Introductory Composition (5)**
Intensive writing course designed to prepare students for ENGL 110. Focuses on the writing and revision process in forming the college essay. A general review of the rules of English grammar and spelling will also be presented. *PREREQUISITE: COMPASS placement; or ENGL 081 with a grade of 2.0 or better; and eligible for READ 104. This is a pass/no credit course.*
- 102 Practical College Writing (5)**
Teaches critical reading and clear, effective, practical college writing. Readings are keyed to professional and technical topics. Writing assignments reflect actual work products, including letters, memoranda, surveys, reports, evaluations, and proposals. *PREREQUISITE: ENGL 081, or eligible for READ 104 or instructor's permission.*
- 103 Composition Skills: College Writing (1-3)**
An individualized course for improvement of skills related to drafting, revision, and presenting focused writing assignments, including essays, reports, and other academic writing assignments. Students may also strengthen writing skills by reading examples of good writing as illustrated in published essays. *PREREQUISITE: Eligible for ENGL 100. This is a pass/no credit course.*
- 105 Grammar and Usage (5)**
Teaches the structure of sentences through analysis of the five basic patterns and their alterations. Principles of usage and punctuation are presented as they relate to the structure of the sentence. Students may take this course to improve their grammar and usage and their editing skills.
- 106 Vocabulary Mastery (5)**
For transfer and pre-professional students who wish to increase their vocabularies and develop more effective vocabulary skills. Emphasizes increasing knowledge of vocabulary to enhance reading, writing, and speaking. *PREREQUISITE: ENGL 091, eligible for a transfer level reading class, or instructor permission.*
- 108 Medical Terminology (1-2)**
Designed primarily for Health Occupations and Court Reporting program majors; however, course is useful for anyone desiring a background in the language of medicine. *PREREQUISITE: ENGL 090, spelling pretest score of 80%, or instructor permission.*
- 110 College Writing (5)**
A composition course designed to teach critical reading and clear, purposeful, and effective writing. Writing tasks are related to course readings and prepare students for writing assignments in other college classes. *PREREQUISITE: COMPASS placement or ENGL 100, and college level reading skills or READ 104. Satisfies basic skills requirement for AA degree.*
- 111 Writing: Humanities (5)**
Composition course with readings in literature. May include study of other arts including painting, music, film, etc., and literary and cultural criticism, at discretion of individual instructor. Continues to reinforce basic reading and writing skills taught in ENGL 110, but emphasizes the development of reading and writing techniques involving interpretation, analysis, and critical judgment. *PREREQUISITE: ENGL 110. Satisfies basic skills requirement for AA degree.*
- 112 Writing: Social Science (5)**
A composition course with readings related to issues in the social sciences. Continues to emphasize the basic reading and writing skills taught in ENGL 110. Major emphasis, however, is on the development of reading and writing techniques involving critical thinking: the analysis, interpretation, and evaluation of the readings. *PREREQUISITE: ENGL 110. Satisfies basic skills requirement for AA degree.*
- 113 Research Writing: Science, Engineering and Business (5)**
A composition course with readings designed to teach research-based written communication in the sciences, engineering, and business. It continues to develop the basic reading and writing skills taught in ENGL 110, but its major emphasis is on the development of academic research and professional writing skills. Students will engage in critical thinking throughout the course, which will include the analysis, interpretation, evaluation, documentation, and synthesis of multiple sources and evidence. *PREREQUISITE: ENGL 110. Satisfies basic skills requirement for AA degree.*
- 131 Introduction to Short Fiction (5)**
Increases understanding and appreciation of fiction through intensive reading and analysis of short stories. *Satisfies a humanities/fine arts/English requirement for AA degree.*
- 132 Introduction to Reading Drama (5)**
Increases understanding and appreciation of drama through extensive reading and analysis. Readings include, but not limited to, plays from Greek theater, plays from the Renaissance, and plays from modern playwrights. *Satisfies a humanities/fine arts/English requirement for AA degree.*
- 133 Introduction to Poetry (5)**
Increases understanding and appreciation of poetry through a study of poetic techniques and through extensive readings in various poetic forms by selected poets. *Satisfies a humanities/fine arts/English requirement for AA degree.*
- 135 Introduction to Novels (5)**
Study of various novels with emphasis on how to read, enjoy and understand the works. Includes selected works of significant English, European, and American novelists from Cervantes to the present. *Satisfies a humanities/fine arts/English requirement for AA degree.*
- 151 Creating Writing 1 (5)**
A discussion and application of the principles and techniques used in writing fiction and poetry. Development of analytical skills to enhance the writing of fiction and poetry. Includes readings of sample fiction and poetry. *Satisfies a humanities/fine arts/English requirement for AA degree.*
- 152 Creative Writing 2 (5)**
Develops skills in using techniques for writing poetry (metaphor and simile, use of diction, irony, imagery, sound, and structure) and develops skills in using techniques for writing fiction (generating ideas; controlling viewpoint; and exploring development of theme, tone, symbols, and style). *PREREQUISITE: ENGL 151. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 154 Literary/Art Journal Production (3)**
Course leads students through the process of creating a student-centered literary and art journal for Green River Community College. Students will be assigned to specific tasks and will be in charge of all elements of the production of a journal of student fiction, poetry, and artwork/photography. *PREREQUISITE: ENGL 151 or concurrent enrollment in ENGL 151 or instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 160 Literature By and About Women (5)**
Introduction to writings by and about women. Studies cultural/historical concepts and paradigms that have impacted women's concepts of them, of their relationships to men, and of their relationships to the general cultures that surround them. Introduces students to writers from various literary periods and from various nations and cultures. *PREREQUISITE: Eligible for ENGL 110. Satisfies a humanities/fine arts/English requirement for AA degree.*

Course Descriptions • English

- 163 The Poetics of Rap and Hip Hop (5)**
Deals with the elements of literature as applied to rap and hip hop. In addition to detecting use of poetic characteristics in lyrics, students will analyze meaning and craft to explore the connections between rap music and poetry. *PREREQUISITE: Eligible for ENGL 110. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 165 Introduction to the Myths of the World (5)**
An historical and critical survey of selected works of the ancient world with representative writing from a diversity of places and periods. *PREREQUISITE: Eligible for ENGL 110. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 180 Children's Literature (5)**
Deals with the elements of literature as applied to children's books ranging from wordless picture books to junior high level reading. Specific subjects include character, plot, setting, theme, point of view, style, and tone as applied to poetry and prose written for children. Visual communication will also be addressed through analysis of illustrations accompanying the texts. *PREREQUISITE: Eligible for ENGL 110. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 181 Literary Approaches to Popular Culture (5)**
A critical view of literary theories applied to popular culture in a variety of forms (literature, television, advertising, music). Students study examples of works of popular culture and produce their own literary and social commentary in a variety of forms. *PREREQUISITE: Eligible for ENGL 110. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 183 Literary Approaches to Mystery/Detective Fiction (5)**
A critical view of literary theories applied to the genre of mystery/detective texts. Students examine themes, conventions, and cultural assumptions expressed through classic or contemporary texts. Students then produce their own literary commentary on the social, cultural, political, psychological, etc., textual representations. The commentary and texts may be in traditional or nontraditional form, including written, oral, visual, multimedia, etc. *PREREQUISITE: Eligible for ENGL 110. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 185 Literary Approaches to the Bible (5)**
The Bible is the main literary text to be studied. Students will also study the history and cultures of biblical and neighboring peoples. Students will understand and apply a variety of literary approaches and concepts, including but not limited to these: archetypal, traditional, feminist, symbolic/figurative, paradigmatic. Readings focus on the Hebrew Bible with a few samples from the New Testament. *PREREQUISITE: Eligible for ENGL 110. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 187 Paradise and Hell as Literary Concepts (5)**
A study of the various cultural and artistic visions (secular and religious) of "heaven" and "hell." Begins with a study of theoretical explorations of the human need to conceptualize ideal and abhorrent worlds, including, but not limited to, those of Morse Peckman, Northrope Frye, D.H. Lawrence, and Joseph Campbell. Class also studies and analyzes visions of "heaven" and "hell" in paintings, song lyrics, essays, poems, and prose fiction from various cultures and cultural epochs. *PREREQUISITE: Eligible for ENGL 110. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 190 Adolescent Literature (5)**
Deals with elements of literature as applied to adolescent books ranging from junior high level reading to senior high level reading. Specific subjects include character, plot, setting, theme, point of view, style, and tone as applied to poetry and prose written for adolescents. Visual communication will also be addressed through analysis of illustrations accompanying the texts. *PREREQUISITE: Eligible for ENGL 110. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 194 Special Studies (1-5)**
The content of this course varies each time it is offered. May include such studies as Literature of the American West, Afro American Literature, contemporary novels or poets or other topics related to literature or media where need and interest are expressed.
- 199 Independent Study (1-5)**
Encourages a student to work on a project related to a specific English course. The project must increase the student's knowledge in the specified course. Specific requirements and directions for writing a proposal are on file with the English Division. *PREREQUISITE: Instructor's permission.*
- 221 American Literature to 1860 (5)**
A study of the development of American literature from early Native American storytellers to 1860, focusing on Puritanism, the Enlightenment, Romanticism, and Transcendentalism as literary movements. Course also studies cultural/historical/literary concepts that characterize these movements. *PREREQUISITE: Eligible for ENGL 110.*
- Satisfies a humanities/fine arts/English requirement for AA degree.*
- 222 American Literature: Civil War to WW I (5)**
A study of American literature from the Civil War to World War I, with special attention given to the rise of realism and naturalism, including the works of Whitman, Dickinson, Twain, Chopin, Crane, Norris and Gilman. *PREREQUISITE: Eligible for ENGL 110. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 223 American Literature: WW I to Present (5)**
A study of American literature in the modern world. The course may include the works of Baldwin, Cisneros, Collins, Ellison, Frost, Hemingway, Hughes, Oliver, Porter, Rich, Sexton and Walker. *PREREQUISITE: Eligible for ENGL 110. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 224 American Ethnic Literature (5)**
A study of American literature by ethnic writers, including selections from Native American, African American, Latino, Asian American, and immigrant writing. Students will read individual texts closely, explore various literary critical and comparative approaches, situate texts in their historical and cultural contexts, and produce their own written interpretations. *PREREQUISITE: Eligible for ENGL 110. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 240 Introduction to Shakespeare (5)**
A study of a selection of Shakespeare's comedies, histories, and tragedies. Plays included may vary each quarter that the course is offered. Selections may include plays being staged in the Seattle area and those to be presented in the forthcoming season at Ashland Shakespearean Festival. *PREREQUISITE: Eligible for ENGL 110. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 244 English Literature: 7th-16th Century (5)**
An historical and critical survey of selected works of English literature from the seventh through the sixteenth centuries. Readings may include selections from Beowulf, The Canterbury Tales, "The Alliterative Revival," early English drama, and early English prose and lyric poetry. *PREREQUISITE: Eligible for ENGL 110. Satisfies a humanities/fine arts/English requirement for AA degree.*

Course Descriptions • English • English for Speakers of Other Languages (ESOL)
**245 English Literature:
17th-18th Century (5)**

An historical and critical survey of selected works of English literature of the seventeenth and eighteenth centuries, including the metaphysical and neoclassical movements and their historical contexts. *PREREQUISITE: Eligible for ENGL 110. Satisfies a humanities/fine arts/English requirement for AA degree.*

**246 English Literature:
19th-21st Century (5)**

An historical and critical survey of selected works of English literature of the nineteenth through the twenty-first centuries, including representative writers of Romanticism, modernism and postmodernism and their historical context. *PREREQUISITE: Eligible for ENGL 110. Satisfies a humanities/fine arts/English requirement for AA degree.*

265 Literature of the Ancient World (5)

A historical and critical survey of selected works of the ancient world with representative writing from a diversity of places and periods. *PREREQUISITE: Eligible for ENGL 110. Satisfies a humanities/fine arts/English requirement for AA degree.*

266 World Literature: 7th-18th Century (5)

An historical and critical survey of selected works of world literature of the seventh through the eighteenth centuries from a diversity of cultures. *PREREQUISITE: Eligible for ENGL 110. Satisfies a humanities/fine arts/English requirement for AA degree.*

**267 World Literature:
19th-21st Century (5)**

An historical and critical survey of selected works of world literature of the nineteenth through the twenty-first centuries from a diversity of cultures. *PREREQUISITE: Eligible for ENGL 110. Satisfies a humanities/fine arts/English requirement for AA degree.*

268 Non-Western World Literature (5)

A study of various genres of literature from the non-Western world, including Africa, Asia, the Middle East, the Caribbean, and/or Latin America. Students will read individual texts closely, explore various literary critical and comparative approaches, situate texts in their historical and cultural contexts, and produce their own written interpretations. *PREREQUISITE: Eligible for ENGL 110. Satisfies a humanities/fine arts/English requirement for AA degree.*

299 Independent Study (1-5)

Encourages students to work on a project in a field of their special interest in English. A student must have completed course work in the area of the proposed independent study. Specific requirements and directions for writing a proposal are on file with the English Division. *PREREQUISITE: Permission of division chairperson and instructor supervising project.*

English for Speakers of Other Languages (ESOL)
010 English for Speakers of Other Languages–Level 1A (1-15)

Beginning literacy level of English for Speakers of Other Languages for students who have limited literacy or are nonliterate in their own language. These students are permanent residents of the State of Washington. Students begin to learn letters and numbers. Students learn some basic words and phrases. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

011 English for Speakers of Other Languages–Level 1 (1-15)

Beginning level of English for Speakers of Other Languages for students who are permanent residents of the State of Washington. Students learn letters, numbers, and begin to develop reading and writing skills. Students also learn to follow simple directions and learn some words and phrases. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

020 English for Speakers of Other Languages–Level 2 (1-15)

The second level of English for Speakers of Other Languages course offered to beginning students who are permanent residents of the State of Washington and literate in their first language. Students will learn the basic level of English needed to functionally communicate in daily life. Emphasis will be on improving student's ability in listening and speaking. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

030 English for Speakers of Other Languages–Level 3 (1-15)

The low intermediate level of English for Speakers of Other Languages course offered to students who are permanent residents of the State of Washington. Students will improve their ability to communicate in English and participate in their communities as parents,

workers, and citizens. The emphasis will be on improving a student's ability in listening and speaking, reading, and writing the English needed for daily life. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

**040 Preparation for Citizenship,
Level 2 (1-5)**

Assists participants in preparing for the U.S. naturalization examination and interview. Focus is on correctly completing application, studying materials necessary to pass the interview and examination, and practicing examination/interview skills. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

**041 Preparation for Citizenship,
Level 3 (1-5)**

Assists participants in preparing for the U.S. naturalization examination and interview. Focus is on correctly completing application, studying materials necessary to pass the interview and examination, and practicing examination/interview skills. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

**042 Preparation for Citizenship,
Level 4 (1-5)**

Assists participants in preparing for the U.S. naturalization examination and interview. Focus is on correctly completing application, studying materials necessary to pass the interview and examination, and practicing examination/interview skills. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

**043 Preparation for Citizenship,
Level 5 (1-5)**

Assists participants in preparing for the U.S. naturalization examination and interview. Focus is on correctly completing application, studying materials necessary to pass the interview and examination, and practicing examination/interview skills. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

046 English Grammar for Level 2 (1-5)

Helps ESOL students to understand and use English grammar for discussion and writing. Students will study grammatical forms and learn to communicate clearly and effectively for a variety of purposes in both academic and social contexts. This is a course for students who enjoy learning a language by studying and using the rules of language. *PREREQUISITE: Eligible for ESOL 020, or instructor's permission. This is a pass/no credit course.*

Course Descriptions • English for Speakers of Other Languages (ESOL)

053 Technology Assisted Language Learning–Level 3 (1-5)

Provides students at all levels of English with opportunities to learn and use English through technology, extensive reading, and conversation groups. As they use technology, ESOL students will enhance the ESOL language instruction they receive in other classes, and they will discover new ways to improve their language learning skills. Students will also acquire basic computing skills needed for today's workforce. Students will study individually with the instructor, in small groups, and together as a whole class. *PREREQUISITE: Concurrent enrollment in ESOL 030. This is a pass/no credit course.*

054 Technology Assisted Language Learning–Level 4 (1-5)

Provides students at all levels of English with opportunities to learn and use English through technology, extensive reading, and conversation groups. As they use technology, ESOL students will enhance the ESOL language instruction they receive in other classes, and they will discover new ways to improve their language learning skills. Students will also acquire basic computing skills needed for today's workforce. Students will study individually with the instructor, in small groups, and together as a whole class. *PREREQUISITE: Concurrent enrollment in ESOL 070 or 071. This is a pass/no credit course.*

055 Technology Assisted Language Learning–Level 5 (1-5)

Provides students at all levels of English with opportunities to learn and use English through technology, extensive reading, and conversation groups. As they use technology, ESOL students will enhance the ESOL language instruction they receive in other classes, and they will discover new ways to improve their language learning skills. Students will also acquire basic computing skills needed for today's workforce. Students will study individually with the instructor, in small groups, and together as a whole class. *PREREQUISITE: Concurrent enrollment in ESOL 080 or 081. This is a pass/no credit course.*

057 ESOL Writing Support–Level 3 (1-4)

This class is for current ESOL students in ESOL 030, 070, 071, 080, or 085 who want to improve their writing skills, and especially for students who have stronger Speaking/Listening skills than Reading/Writing skills for their level. *PREREQUISITE: Concurrent enrollment in ESOL 030, plus teacher recommendation. This is a pass/no credit course.*

058 ESOL Writing Support–Level 4 (1-4)

This class is for current ESOL students in ESOL 030, 070, 071, 080, or 085 who want to improve their writing skills, and especially for students who have stronger Speaking/Listening skills than Reading/Writing skills for their level. *PREREQUISITE: Concurrent enrollment in ESOL 070 or 071, plus teacher recommendation. This is a pass/no credit course.*

059 ESOL Writing Support–Level 5 (1-4)

This class is for current ESOL students in ESOL 030, 070, 071, 080, or 085 who want to improve their writing skills, and especially for students who have stronger Speaking/Listening skills than Reading/Writing skills for their level. *PREREQUISITE: Concurrent enrollment in ESOL 080 or 081, plus teacher recommendation. This is a pass/no credit course.*

070 English Speaking and Listening–Level 4 (1-9)

The fourth or high intermediate level of English for Speakers of Other Language course offered to students who are permanent residents of the State of Washington. Students will work toward fluency in functional communication in their roles as parent, worker, and citizen. The focus of this class is on the skills of speaking and listening. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

071 English Reading and Writing–Level 4 (1-9)

The fourth or high intermediate level of English for Speakers of Other Languages course offered to students who are permanent residents of the State of Washington. Students will work toward fluency in functional communication in their roles as parent, worker, and citizen. The focus of this class is on the skills of reading and writing. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

080 English Speaking and Listening–Level 5 (1-9)

This is the fifth (or advanced) level of English for Speakers of Other Languages course offered to students who are permanent residents of the state of Washington. Students will continue to develop their fluency in preparation for assuming a productive role in their community, participating fully in family and work situations, and succeeding in pursuit of vocational or academic goals. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

081 English Reading and Writing–Level 5 (1-9)

This is the fifth (or advanced) level of English for Speakers of Other Languages course offered to students who are permanent residents of the State of Washington. Students will continue to develop their fluency in preparation for assuming a productive role in their community, participating fully in family and work situations, and succeeding in pursuit of vocational or academic goals. The focus of this class is on the skills of reading and writing. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

094 Special Topics 1 (1-5)

The content of this course varies each time it is offered. It may include English language skills for specific content areas such as STARS Certification for childcare workers, English Language Skills for Welding (integrated or in cooperation with the Professional/Technical program), or English Language Skills for Health Services. Level 3 CASAS appraisal test range: 201-210. *PREREQUISITE: Appropriate assessment score and instructor's permission. This is a pass/no credit course.*

095 Special Topics 2 (1-5)

The content of this course varies each time it is offered. It may include English language skills for specific content areas such as STARS Certification for childcare workers, English Language Skills for Welding (integrated or in cooperation with the Professional/Technical program), or English Language Skills for Health Services. Level 4 CASAS appraisal test range: 211-220. *PREREQUISITE: Appropriate assessment score and instructor's permission. This is a pass/no credit course.*

096 Special Topics 3 (1-5)

The content of this course varies each time it is offered. It may include English language skills for specific content areas such as STARS Certification for childcare workers, English Language Skills for Welding (integrated or in cooperation with the Professional/Technical program), or English Language Skills for Health Services. Level 5 CASAS appraisal test range: 221-235. *PREREQUISITE: Appropriate assessment score and instructor's permission. This is a pass/no credit course.*

Course Descriptions • Environmental Science • Forensic Technology • French • Geographic Information Systems
Environmental Science (ENV S)
194 Special Topics (1-5)

Investigates the interaction of physical and biological systems in the environment. Examines the scientific principles which are involved in modern environmental problems and issues. Scientific topics could include energy, climate, soils, water, animal studies, local plants, and the dynamics of plants and animal populations and the communities they form. For students wishing to obtain a broad picture of human activities and their relationship to basic processes of ecosystems. Classes are conducted through lectures, class and group discussion and/or readings. May be repeated when a different topic is presented. This class does not meet the lab requirement.

204 Natural Science and the Environment (5)

The interaction of physical and biological systems in the environment. Examines the scientific principles that are involved in modern environmental problems. Scientific topics will include energy, climate, soils, water, and the dynamics of plants and animal populations and the communities they form. For students wishing to obtain a broad picture of human activities and their relationship to basic processes of ecosystems. This course does not meet the lab requirement. *PREREQUISITE: ENGL 110, or eligible for ENGL 110; and MATH 097 with a grade of 2.0 or higher. Satisfies a natural science requirement for AA degree.*

**Forensic Technology
(See Criminal Justice)**
Forest Resources (FORES)
114 Chainsaw Operation and Maintenance (1)

Students shall demonstrate competency using small engine-powered forestry equipment. Safety, maintenance, repairs and operation of the equipment is taught. Emphasizes how the equipment is used in current forestry operations. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

French (FREN)
101 Elementary French 1 (5)

Begins the systematic study of French with an emphasis on speaking and listening. Includes basic grammar, vocabulary, reading, writing, and conversation practice. Practice with lab materials required. *PREREQUISITE: No previous background in French, or no more than one year of high school French, or no more than two years of high school French with a "C" average or less. Satisfies a*

humanities/fine arts/English requirement for AA degree.

102 Elementary French 2 (5)

A systematic study of French using the four basic skills of listening, speaking, reading, and writing. Practice with lab materials required. *PREREQUISITE: FREN 101 or two years of high school French with "B" average or better; or instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*

103 Elementary French 3 (5)

Completion of basic grammar system—grammar, vocabulary, reading, writing, and conversation. Practice with lab materials required. Fulfills University of Washington College of Arts and Sciences graduation requirement. *PREREQUISITE: FREN 102 or instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*

201 Intermediate French (5)

Systematic review of French grammar. Intensive practice in listening, speaking, reading, and writing, with special emphasis on reading and writing. Oral practice through drills and discussion of selected pieces of French written materials. *PREREQUISITE: FREN 103 or placement by language instructor. Satisfies a humanities/fine arts/English requirement for AA degree.*

Geographic Information Systems (GIS)
101 Careers in Geographic Information Systems (2)

An introductory course to explore the GIS profession, types of jobs in the field, required skills, and programs offered at GRCC and four-year institutions.

177-179 Geographic Information Systems Work Experience (1-12)

Offers students an opportunity to work full or part-time in jobs directly related to their programs and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*

194 Special Topics–GIS (1-5)

Permits students to pursue a special GIS topic, under the guidance of an instructor. Possible topics include applying various GIS course operations to specific regional databases, analyzing the data, making inferences, and producing mapped data; collecting local or regional data, analyzing the data and producing conclusions; doing a library and computer search of published materials on a specific topic and designing a database system to

incorporate that data and expand the area of research. *PREREQUISITE: Instructor's permission.*

201 Introduction to ArcGIS (7)

Provides an overview of ArcGIS and its three principle components: ArcMap, ArcCatalog, and ArcToolbox. Various data models including shapefiles, coverages, geodatabases, and grids will be studied. Students will create, manage, analyze, and display georeferenced data. Effective communication through the use of georeferenced datasets and finished maps will be emphasized throughout. *PREREQUISITE: BUS E 100, IT 101 or NATRS 172; or instructor's permission.*

202 ArcGIS Applications I (7)

Continuation of GIS 201. Topics covered will include management and analysis of spatial data in a variety of formats. Students will identify a spatial problem, then design and implement an analysis project to address this problem. Effective communication through the use of georeferenced datasets and finished maps will be emphasized throughout. *PREREQUISITE: GIS 201 or instructor's permission.*

203 ArcGIS Applications 2 (7)

Continuation of GIS 202. Covers advanced topics in spatial analysis and modeling using both raster and vector data. Students will choose a specialty area of GIS on which to focus their studies. Possible specialties include natural resources/conservation, urban planning, and national security. Material learned throughout the GIS program will be utilized to design and implement analysis projects. *PREREQUISITE: GIS 202 or instructor's permission.*

220 ArcGIS Extensions (3)

ArcGIS software is complemented by several extensions which add to its analytical and display capabilities. Students will learn to use Network Analyst, 3D Analyst and Geostatistical Analyst. Using these tools along with ArcGIS, students will construct geodatabases that include behavioral rules for spatial features. *PREREQUISITE: GIS 202 or instructor's permission.*

250 Spatial Database Design (3)

Covers principles of georelational and object oriented spatial databases. Various types of geocodes will be used to produce new spatial data sets. Students will produce a comprehensive spatial database supporting a research project in natural resources, conservation, urban planning, national security, or other relevant research interests. *PREREQUISITE: GIS 201 or instructor's permission.*

Course Descriptions • Geographic Information Systems • Geography • Geology • German

255 Programming ArcGIS 1 (4)

Introduction to computer programming for ArcGIS. Concepts and methods for object oriented programming will be covered. The ArcObjects library will be explored using object model diagrams. Students will learn to write, and debug, scripts for ArcGIS using ArcObjects properties and methods. *PREREQUISITE: GIS 201 or instructor's permission.*

256 Programming ArcGIS 2 (4)

Continuation of GIS 255. The ArcObjects library will be studied in greater depth through the use of object model diagrams. Concepts and methods from GIS 255 will be reinforced while additional objects, properties, and methods are covered. Students will write scripts to automate repetitive tasks and customize the ArcGIS graphical user interface. *PREREQUISITE: GIS 255.*

260 Introduction to Cartography (5)

Covers theory and practice of map design. Students will apply concepts of map scale, projection, and coordinate systems. Design principles will be studied and applied using state of the art computing technology and ArcGIS Software. *Cross-listed with GEOG 260. Satisfies a social science requirement for AA degree.*

299 Independent Study (1-5)

Encourages students to study and develop independently in a special topic area of Geographic Information Systems under the guidance of an instructor. Course content to be developed in conference between the student and instructor. Students meet on a tutorial basis with the instructor. *PREREQUISITE: Instructor's permission.*

Geography (GEOG)

100 Introduction to Geography (5)

Survey of elements, major concepts, and methods of the field of geography. Topics include weather, climate, soils, wild vegetation, settlement, population, agricultural systems, and other selected topics. *Satisfies a social science requirement for AA degree.*

108 Introduction to Human Geography (5)

Focuses on describing and analyzing the ways language, religion, agriculture, architecture, government and other cultural phenomena vary from one place to another. Emphasizes the creation of distinctive "built" landscapes by various culture groups. *Satisfies a social science requirement for AA degree.*

120 Introduction to Physical Geography (5)

A macroenvironmental study of the character, location and origins of different types of physical phenomena such as landforms, weather, climate, soil, vegetation, wildlife, and their relationship to humans. *Satisfies a social science requirement for AA degree.*

190 Geographic Exploration (5-10)

Field course designed to give a student the opportunity to study the components that make up and contribute to the character of various selected, distinct landscapes while actually in the field. Skill training (kayak, glacier climbing, scuba, wilderness camping) and subject briefing sessions are usually a part of this course. *Satisfies a social science requirement for AA degree.*

200 World Regional Geography (5)

Study of the world's regional structure; analysis and interpretation of the world's cultural, economic, and resource patterns. Previous college-level geography would be helpful. *Satisfies a social science requirement for AA degree.*

260 Introduction to Cartography (5)

Covers theory and practice of map design. Students will apply concepts of map scale, projection, and coordinate systems. Design principles will be studied and applied using state of the art computing technology and ArcGIS software. *Cross-listed with GIS 260. Satisfies a social science requirement for AA degree.*

298-299 Independent Study (1-5)

Permits students to individually pursue a special field of interest under the guidance of an instructor. *PREREQUISITE: GEOG 100, 120, or equivalent and instructor's permission.*

Geology (GEOL)

101 Physical Geology (5)

Survey of the physical systems that give the Earth its form. Emphasizes the dynamic nature of interior and exterior processes and their relevance to humans. Laboratory class with field trips. *Satisfies a lab science or natural science requirement for AA degree.*

102-104 Field Trips in Geology (1)

Investigates the geology of the Pacific Northwest. Locations of field trips will vary from quarter to quarter. Some of the trips involve hiking up to 3 or 4 miles on variable terrain. *PREREQUISITE: Concurrent enrollment in GEOL, or GEOL 101, or instructor's permission. This is a pass/no credit course.*

200 Geology of the National Parks (5)

An investigation of the geology of national parks of the United States and Canada. The primary emphasis will be on the geology of the western park. *PREREQUISITE: GEOL 101. Satisfies a natural science requirement for AA degree.*

206 Earth History (5)

A study of the geological theories of the evolution of the earth, the oceans, the atmospheres, and life. Includes principles of physical stratigraphy, biostratigraphy, geochronology, plate tectonics, fossil identification, and the paleogeographic changes in North America through time. *PREREQUISITE: GEOL 101. Satisfies a lab science or natural science requirement for AA degree.*

208 Geology of the Northwest (5)

Geological history of Washington, Oregon, and Idaho. Emphasizes the use of geologic principles in interpreting evidence found in landscapes and rocks. Includes field trips. *PREREQUISITE: GEOL 101 or equivalent. Satisfies a lab science or natural science requirement for AA degree.*

299 Independent Study—Geology (1-5)

Allows and encourages a student to study independently in a field of his/her special interest in geology. Course contents and/or type and scope of project to be decided in conference between student and instructor. *PREREQUISITE: GEOL 101 and/or instructor's permission.*

German (GERM)

101 Elementary German 1 (5)

Introduction to the systematic study of German with emphasis on speaking and listening. Includes basic grammar, vocabulary, reading, writing, and conversation practice. *PREREQUISITE: No previous background in German, or no more than one year of high school German, or no more than two years of high school German with a "C" average or less. Satisfies a humanities/fine arts/English requirement for AA degree.*

102 Elementary German 2 (5)

Introduction to the systematic study of German with emphasis on speaking and listening. Includes basic grammar, vocabulary, reading, writing, and conversation practice. *PREREQUISITE: GERM 101 or two years of high school German with a "B" or higher, or instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*

Course Descriptions • German • Health and Human Services • Health Education • Health Science • High School Completion (Diploma)
103 Elementary German 3 (5)

Introduction to the systematic study of German with emphasis on speaking and listening. Includes basic grammar, vocabulary, reading, writing, and conversation practice. *PREREQUISITE: GERM 102 or instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*

194 Special Studies—German (1-5)

Offers special subject matter that is not part of the regular German curriculum. Content will vary depending upon requests from students or the opportunity to present unusual topics.

Health and Human Services (H HSC)
100 Basic Professional Skills for Health Care Providers (3)

Students learn the essential skills necessary for becoming entry-level health care and human services providers, which include basic workplace skills and ethics, responsibilities of a care provider, communication skills, patient rights and confidentiality, and general patient and work place safety rules. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

101 Health Care Skills and Procedures (4)

Students learn the basics of patient/client care which includes documentation using correct terminology, nutritional concerns, an understanding of select diagnoses, patient/client safety, infection control and measuring vital signs. Students earn CPR and Basic First Aid certificates with completion of the course. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

102 Physical Management and Self Care Skills (4)

Students learn the basics of physical management and assistance for the individual requiring support for basic activities of daily living and gross motor skills including assistance with transfers, ambulation, the use of assistive devices, and the supervision of routine exercise programs. Also includes the use of superficial heat and cold. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

103 Human Services Job Skills Practicum (1)

Students are provided hands-on, supervised experience at one or more community healthcare/service provider centers. Seminar portion teaches students the essentials of completing job applications, resume writing, and job interviewing. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

Health Education (HL ED)
150 Total Wellness (5)

Explores wellness and provides students with the information necessary to make informed choices and decisions regarding physical activity, diet/weight control, nutrition, death and dying, recognizing and reducing stress, relaxation techniques, relationships, environmental issues, and risk factors for disease. Taught by a team of instructors.

160 Applied Wellness (3)

Explores the application of concepts and principles learned in HL ED 150, in addition to advanced concepts in wellness. *PREREQUISITE: HL ED 150.*

170 Wellness Approach to Final Stages of Life (3)

Educates students about the issues surrounding death, dying, surviving and living. Topics include Elisabeth Kubler-Ross's Stages of Loss Model, cross-cultural attitudes toward death, the dying person and one's own death, grieving, epidemiology and danger signals of suicide, euthanasia, body disposal, wills, living wills, organ donation, and options for funeral arrangements. This wellness approach emphasizes celebration in quality of life. *PREREQUISITE: HL ED 150.*

180 Food and Health (2)

An exploration of diet and its relationship to the health and vitality of the individual. Provides practical information necessary for evaluating the relationship between diet and disease, caloric need with respect to fat, protein and carbohydrate, recommended daily allowance (RDA) for vitamins and minerals, diet and weight control, vegetarianism, eating disorders, and food labels. *PREREQUISITE: Eligible for MATH 070 and READ 094.*

190 Standard First Aid/CPR (3)

American Red Cross requirement for First Aid and CPR Certification may be met. Covers adult, child, and infant first aid, CPR, rescue breathing, medical emergencies, bandaging, splinting and transporting. *Satisfies an activity requirement for AA degree.*

198 Independent Study-Health (1-3)

For any student wishing to develop a basic knowledge in health when there is no offering in the regular curriculum to do so. *PREREQUISITE: Instructor's permission.*

Health Science (H SCI)
101 Neuroscience (3)

Introduction to neuroscience as it relates to the practice of physical therapy. *PREREQUISITE: H SCI 102.*

102 Applied Anatomy (5)

Anatomy of the musculoskeletal system including bony landmarks; origins, insertions, innervations of muscles and fundamentals of clinical kinesiology. *PREREQUISITE: Instructor's permission.*

104 Fundamentals of Gerontology (4)

Study of physical, emotional and social processes involved in normal aging, plus a brief study of the pathology associated with the aging process. Emphasizes techniques used in maintaining independence, adjusting to the special problems of aging and the utilization of community resources. Open to health science majors interested in the aging process. *PREREQUISITE: Instructor's permission.*

150 Human Life Span Growth and Development (5)

Includes a study of the basic theories and processes of normal human growth and development. Emphasis is on practical assessment and integration of all components—psychosocial, physical and cognitive—relative to the needs of health care recipients. For students pursuing health science careers. *PREREQUISITE: Instructor's permission.*

High School Completion (HSC) (Diploma)
021 U.S. History 1 (3)

U.S. history from the pre-colonial period up through the Civil War and reconstruction. Students will examine U.S. history from several perspectives. The nation's development, major wars, constitutional developments and territorial expansion will be the major framework. To that framework will be added several social histories, such as histories of women, American Indians, African Americans, Latino/as, immigrants, and some labor history. *PREREQUISITE: Eligible for ENGL 081 and eligible for READ 094.*

022 U.S. History 2 (3)

U.S. history from the Civil War to modern times. Students will examine U.S. history from several perspectives. The development of our nation, major wars, and economic and policy developments will be the major framework. To that framework will be added several histories, such as women's history, American Indian history, African American history, Latino

Course Descriptions • High School Completion (Diploma) • History

history, immigration history, and some labor history. *PREREQUISITE: Eligible for ENGL 081 and eligible for READ 094.*

025 Civics and Government (3)

Introduces students to the American political system; its core values and principles as set forth in foundational documents, as well as its origins, institutions and operations. Includes brief treatments of political parties, historic development of American politics, civil liberties, plus taxes and budgets. Introduces students to the rights and responsibilities of citizenship and of democratic civic involvement. *PREREQUISITE: Eligible for ENGL 081 and eligible for READ 094.*

031 Current World Issues 1 (3)

Introduction to international issues of globalization, poverty and economic development, debt, sustainability and population. Emphasis is on the interconnectedness of global issues. *PREREQUISITE: Eligible for ENGL 081 and eligible for READ 094.*

032 Current World Issues 2 (3)

Introduction to international issues of human rights, self-determination, health and the environment. Emphasis is on the interconnectedness of global issues. *PREREQUISITE: Eligible for ENGL 081 and eligible for READ 094.*

040 Culminating Experience (5)

Fulfills the state requirements for the culminating project and post graduation life planning. Instructor will facilitate students in finding their own passionate interests, and then in using those interests to create a showpiece that can both wrap up their K-12 education and launch them into productive and satisfying adult lives. *PREREQUISITE: Eligible for ENGL 081 and eligible for READ 094.*

History (HIST)**024 Pacific Northwest and Washington State History (5)**

Examines the emergence of the modern Pacific Northwest beginning with the earliest geological creation of the region and continuing with Native American habitation, contact with Euro-Americans, the development of trade and early settlement, the development of an industrial economy, the cycle of 20th century wars and depression, and the post-World War II emergence of the Pacific Northwest.

101 The Ancient World (5)

An introductory survey of the major world civilizations from pre-history through the medieval epoch, approximately 1300. Emphasis on socio-political formations, cultural and religious expressions of Mesopotamia, Egypt, India, Asia, Africa, and Europe. *Satisfies a social science requirement for AA degree.*

102 Early Modern World (5)

An introductory survey of the major world civilizations from the medieval to the modern epoch, approximately 1800. Emphasis on the Renaissance and Reformation, Age of Science and Enlightenment, Colonial and Trans-Atlantic Age, Age of Revolution, Ming and Qing China, and Age of Empire in the Middle East. *Satisfies a social science requirement for AA degree.*

103 The Modern World (5)

An introductory survey of world history in the nineteenth and twentieth centuries. Themes to be covered include industrialization, cultural revolutions, political modernization, colonialism and decolonization, world wars, Cold War, globalization, terrorism, and other contemporary problems. *Satisfies a social science requirement for AA degree.*

120 History of the Movies (5)

Examines the emergence of movies as a form of popular culture during the early decades of the twentieth century, traces their development through the introduction of sound and color, the competition with the new medium of television, and concludes with the movies' emergence as a pervasive world culture at the beginning of the twenty-first century. *Satisfies a social science requirement for AA degree.*

122 History of Australian Movies (5)

Examines the emergence of a unique Australian cinema during the early decades of the twentieth century, the struggle to maintain independence from the Hollywood and British film industry, and the development of an internationally recognized Australian style in the later decades of the twentieth century. *Satisfies a social science requirement for AA degree.*

135 The United States Since 1940 (5)

A survey of U.S. history since 1940. Explores topics in social, cultural, intellectual, economic, political, military and foreign affairs history. Studies the contributions of minorities and women to U.S. history. Also examines scientific and technological changes marking this period. *Satisfies a social science requirement for AA degree.*

194 Special Studies (varies) (1-3)

Provides an opportunity for students to develop a unique experience working at local museums. Students will learn or work with a local historical organization about the gathering, preserving, organizing and managing of historical records at the local, state and federal level; and learn about procedures used in determining and preserving historic sites.

200 The Pacific Northwest (5)

Examines the emergence of the modern Pacific Northwest beginning with the earliest geological creation of the region and continuing with Native American habitation, contact with Euro-Americans, the development of trade and early settlement, the development of an industrial economy, the cycle of 20th century wars and depression, and the post-World War II emergence of the Pacific Northwest. *Satisfies a social science requirement for AA degree.*

220 History of American Civilization (5)

Examines the history of the United States through the process of becoming a modern world power. Attention is given to immigrants of North America; the conquest, and colonization of the continent; the contribution of minority groups, nation-building and myth-making; sectional and regional conflicts; industrialization and post-industrialization; and the emergence of the United States as a major world power. *Satisfies a social science requirement for AA degree.*

221 United States to 1877 (5)

First quarter of a survey of American history commencing with European origins and ending with the outbreak of the Civil War. Emphasizes the contributions of minority groups in the development of American society. Also focuses on major interpretations and revisionist schools of historical literature. *Satisfies a social science requirement for AA degree.*

222 United States 1877 to Present (5)

Second quarter of a survey of American history, commencing in 1877 and ending with contemporary affairs. Emphasizes the contributions of minority groups to the development of American society. Also focuses on major historical interpretations and revisionist schools of historical literature. *Satisfies a social science requirement for AA degree.*

Course Descriptions • History

224 African American History (5)

A broad survey of African American history. Begins with an overview of West African cultures prior to the rise of the slave trade and ends with a discussion of modern events. Topics include the rise of slavery in the Americas, the origin and development of American ideas about race, the formation of an African American culture, the Civil War and emancipation, the era of Jim Crow, and the struggle for civil rights from the eighteenth century to the present. Various interpretations and theoretical ideas about African American history will also be explored. Shows that African American history is central to U.S. history. *Satisfies a social science requirement for AA degree.*

225 Women in U.S. History (5)

A brief survey of gender and U.S. history from pre-Colombian times to the present. Explores topics in cultural, ethnic, intellectual, political, social, and economic history. *Satisfies a social science requirement for AA degree.*

226 Asian-American History (5)

Explores the experiences of Asians in the US from the period of immigration to the present. Emphasis will be on the immigrant experience, the impact of exclusionary immigration laws, the development of ethnic Asian-American communities, and post-1965 developments. Surveys the experiences of Chinese, Japanese, Filipino, Korean, Asian Indian, and Southeast Asian Refugees. *Satisfies a social science requirement for AA degree.*

228 Latinos in the United States (5)

Examines the historical, social and economic experience of Latinos in the United States. Begins with the Spanish borderlands in the sixteenth century and ends with contemporary affairs. Explores the histories of Mexicans, Puerto Ricans, Cubans, Dominicans and Central Americans in the United States within the context of U.S. relations with the countries of origin and changes over time in the U.S. society and economy. Assessing the historical construction of race and ethnicity, gender, and changing forms of identity will receive emphasis as well. *Satisfies a social science requirement for AA degree.*

230 20th Century Europe (5)

An in-depth study of Europe in the twentieth century. Themes include nineteenth-century legacies and end of the century crisis, artistic and cultural change, two world wars, a cold war, wars of decolonization, economic growth and decline, political unity, protest, and fragmentation. Focuses on political, cultural, and intellectual themes. *Satisfies a social science requirement for AA degree.*

231 Modern Asia (5)

Deals with the historical factors that have shaped the domestic and international relations of China, Japan, and Korea. Primary focus is the evolution of political and economic power of those countries from 1850 to the present. Attention is given to the role of religious and philosophical backgrounds and to the changes that have occurred in the economic, social and political structures of these societies. *Satisfies a social science requirement for AA degree.*

232 Renaissance and Reformation (5)

Examines intellectual, religious and cultural change during the Renaissance, Reformation and scientific revolution in Europe, approximately 1350-1650 CE. Attention is given to Renaissance politics and society. The Reformation is explored from religious and cultural perspectives. Competing early modern cosmologies will be explored through a comparison of the witch-hunting craze with the nascent world of modern science. *Satisfies a social science requirement for AA degree.*

235 History of Great Britain (5)

Examines the history of Britain from the island's first inhabitants through the long and difficult struggles to become the United Kingdom. Attention is given to the various social and political groups that have dominated British life during the past and the present. For the London quarter, particular attention is given to the city of London as the center of British life and culture. *Satisfies a social science requirement for AA degree.*

237 History of Australia and New Zealand (5)

Examines the history of the Australasian nations of Australia and New Zealand from the first human inhabitation of Australia some 60,000 years ago and the Maori settlement of New Zealand some 900 years ago through the long and often difficult processes of becoming the modern island nations of Australia and New Zealand. Attention is given to the various groups who have migrated to Australasia, the European exploration and colonization of the area, the development of settlements and colonial governments, the move to nationhood in the late 19th century, and the emergence of the modern nations of Australia and New Zealand in the 20th century. *Satisfies a social science requirement for AA degree.*

240 The Civil War (5)

Studies the events and conditions leading to the Civil War, the conflict itself, and the war's legacy. Begins with a review of the roots of slavery in the British colonies, the consolidation of slavery as a major institution, and its increasing influence in the polarization of the young republic. A number of important developments will be examined such as the

Missouri Compromise, Manifest Destiny, the divisive events of the 1850s, the election of Abraham Lincoln, the constitutional crisis and secession, the Confederacy and Union's political, economic, and military strategies, the reality of "total war", the military campaigns and decisive battles. Concludes with an examination of the legacy of conflict. *Satisfies a social science requirement for AA degree.*

245 The Second World War (5)

Examines the history of World War II from its long-term origins in the post-WWI era, through the rise of dictators and imperial conquest in the 1930s. Examines key figures and events of the war: from Hitler to FDR; from the nature of warfare to domestic fronts; from Pacific to the European theaters; from the Holocaust to the atomic bombs. Special attention is given to the various ethnic, religious, and political groups affected by World War II. *Satisfies a social science requirement for AA degree.*

250 The Vietnam War (5)

Traces the background of the Vietnam War to the eventual direct involvement of the United States, Russia and China in the revolt of the Vietnamese against French colonialism in Indo-China. A major portion of the course deals with the period from the defeat of the French at Dienbienphu in 1954 to the defeat of South Vietnam by the North in April 1975. Recent historical interpretations and debates over the war are also examined. *Satisfies a social science requirement for AA degree.*

254 U.S. Military History (5)

Examines the origins and evolution of U.S. military institutions and thought. The course will place battles and campaigns in their historical context, that is, how they contributed to the institutional development of the Army, Navy and Air Force. The course will be divided into three units. The first unit, covering the period from 1600 to 1815, will examine how European military institutions brought change to the New World over time, adjusting to political and geographical realities. The second unit, 1815-1898, will explore how U.S. military institutions developed during the Civil War as instruments of U.S. foreign policy in the age of imperialism. The final unit, 1898 to the present, focuses on how the U.S. military adjusted to the military, political and technological challenges of the twentieth and twenty-first centuries. *Satisfies a social science requirement for AA degree.*

299 Independent Study-History (1-5)

Permits a student to pursue a special field of interest under the guidance of an instructor. *PREREQUISITE: 5 credits of history at the 100 or 200 level plus instructor's permission.*

Course Descriptions • Humanities • Industrial Education • Industrial Engineering

Humanities (HUMAN)

100 Creative and Critical Thinking (5)

Helps students identify aspects of creative and critical thought in themselves and others. Offers experiences, theories, and concepts through which students develop statements of personal principles and worldviews. *Satisfies a humanities/fine arts/English requirement for AA degree.*

110 Background for the Humanities (5)

Study of the common language of the arts and humanities and their relationship to the societies in which they were created. Includes the study of critical concepts and vocabulary as well as common motifs and elements in the humanities. Also includes the study of the relationship between arts and humanities of a culture and that culture's economic, political and technological environment. *Satisfies a humanities/fine arts/English requirement for AA degree.*

133 People, Language and Culture (5)

Examines the relationship between language and culture, in particular how the language of a national or ethnic group provides a key to understanding the people who speak that language. Focuses chiefly on Indo-European (other than English) and East Asian languages and cultures, but specific languages studied may vary from quarter to quarter. *Satisfies a humanities/fine arts/English requirement for AA degree.*

160 Introduction to Gender Studies (5)

Students will examine the ways gender operates in a variety of different situations including literary, cultural, and philosophical texts and experiences. Provides students with some of the available critical tools needed to understand contemporary gender theory as it relates to questions surrounding gender issues in personal and professional relationships, power, communication, language, the media, etc. *RECOMMENDED: Eligible for ENGL 110. Satisfies a humanities/fine arts/English requirement for AA degree.*

186 Peoples of the World (5)

Provides students with multicultural insights into the peoples of other countries. Examines people as a total cultural product: history, geography, literature, art, music, architecture, religion and politics. The country studied may change each time the course is offered. May be part of a field course. *Satisfies a humanities/fine arts/English requirement for AA degree.*

190 Latin American Culture Through Literature (5)

Introduction to the study of Latin American culture through seminal works of literature. An analysis of how Latin American literature has reflected the cultural changes throughout the history of the region. Focuses on the connection between literature and culture in Latin American countries. Taught in English. *PREREQUISITE: Eligible for ENGL 110. Satisfies a humanities/fine arts/English requirement for AA degree.*

191 Latin America in Film (5)

Explores the relationship between film and the cultural interpretation and understanding of Latin America. It will briefly consider the history of cinema in Latin America. Focuses on how film has been used to interpret Latin American culture and on how we can use it to understand Latin America's past and present. No knowledge of Spanish required. *PREREQUISITE: Eligible for ENGL 100. Satisfies a humanities/fine arts/English requirement for AA degree.*

194 Special Studies (1-5)

Special subject matter that is not part of the regular curriculum. Content varies from course to course, depending on requests from students, or the opportunity to present unusual topics.

224 Women and World Religions (5)

The impact of world religions on both the women adherents and the role of women in society. Archaeology, sociology, history, linguistics, anthropology, and psychology will be considered in critically examining Paleolithic goddess worship through the development of patriarchal world religions today. *Satisfies a humanities/fine arts/English requirement for AA degree.*

Industrial Education (INDUS)

101 Basic Wood Shop (4)

Development of a working knowledge of woodworking as related to layout, assembling, joining, fastening and finishing, and practical application through the use of hand tools and power tools. The student builds and keeps a personal wood project. *Satisfies an activity requirement for AA degree.*

102.1-102.3 Welding Survey 1-3 (3)

Lecture plus lab experience in the areas of arc welding, oxy-acetylene welding, brazing, and cutting. Basic study of MIG and TIG and other special processes. *PREREQUISITE: Instructor's permission. Satisfies an activity requirement for AA degree.*

103 Manufacturing Processes (4)

Lecture and laboratory situations to provide learners with basic knowledge of metal manufacturing processes. Includes terminology, surface finishes, tolerances, and logical sequence of operations. Also, solving production problems and metal cutting technology. *PREREQUISITE: Instructor's permission. Satisfies an activity requirement for AA degree. This is a pass/no credit course.*

Industrial Engineering (IE)

114 CATIA 2D (4)

Focuses on using CATIA (Computer Aided Three-Dimensional Interactive Application) software. Instruction will focus on learning file structure and management, 2D and 3D concepts, and the creation of elementary elements (points, lines, curves) that will be used in future solid creation. The learner will gain a working knowledge of how to move geometry within a model, change the graphical characteristics of existing geometry, and analyze and establish model standards. *PREREQUISITE: Eligible for both ENGL 081 and READ 104; or instructor's permission.*

114.1 CATIA 2D (2)

Focuses on using CATIA (Computer Aided Three-Dimensional Interactive Application) software. Instruction will focus on learning file structure and management, 2D and 3D concepts, and the creation of elementary elements (points, lines, curves) that will be used in future solids creation. The learner will gain a working knowledge of how to move geometry within a model, change the graphical characteristics of existing geometry, and analyze and establish model standards. *PREREQUISITE: Eligible for both ENGL 081 and READ 104; or instructor's permission.*

114.2 CATIA 2D (2)

Focuses on using CATIA (Computer Aided Three-Dimensional Interactive Application) software. Instruction will focus on learning file structure and management, 2D and 3D concepts, and the creation of elementary elements (points, lines, curves) that will be used in future solids creation. The learner will gain a working knowledge of how to move geometry within a model, change the graphical characteristics of existing geometry, and analyze and establish model standards. *PREREQUISITE: IE 114.1*

189 Basic Metallurgy (4)

An introduction to the basic structure of metals and the effects of alloying elements, mechanical working and heat on the strength and other properties of the metal. Testing procedures for evaluating strength, hardness and heat treating processes are performed in the laboratory.

Course Descriptions • Industrial Engineering • Information Technology

204 Statics and Strengths (5)

Introduction to the concepts of forces, moments, and equilibrium; and the application of these concepts to the determination of stresses and deformations in simple structural members. Includes the analyses of beams, columns and tension members. Some materials testing is involved. *PREREQUISITE: MATH 116T or equivalent.*

210 CATIA Modeling (7)

Focuses on creating 2D and 3D geometry using CATIA (Computer Aided Three Dimensional Interactive Application) software. Instruction will focus on learning the commands necessary for creating and editing drawings. CATIA will be the software used for this instruction. Course covers three modules: 2D geometry creating and editing; 3D parametric solids modeling and editing; and 3D parametric surface modeling and editing. The CAD instruction will emphasize methods for creating documents that are accurate and accomplished in a timely manner. *PREREQUISITE: D T 135 and 236.*

214 CATIA 3D Solids (5)

Focuses on using CATIA (Computer Aided Three-Dimensional Interactive Application) software. Instruction will focus on creation and modification of solid modeling using CATIA. The student will gain an understanding of the history of solids creation and the ability to extract elements from the history of solid bodies. The CAD instruction will emphasize methods for creating documents that are accurate and accomplished in a timely manner. *PREREQUISITE: I E 114 or I E 114.2.*

214.1 CATIA 3D Solids (3)

Focuses on using CATIA (Computer Aided Three-Dimensional Interactive Application) software. Instruction will focus on creation and modification of solid modeling using CATIA. The student will gain an understanding of the history of solids creation and the ability to extract elements from the history of solid bodies. The CAD instruction will emphasize methods for creating documents that are accurate and accomplished in a timely manner. *PREREQUISITE: Instructor's permission.*

214.2 CATIA 3D Solids (2)

Focuses on using CATIA (Computer Aided Three-Dimensional Interactive Application) software. Instruction will focus on creation and modification of solid modeling using CATIA. The student will gain an understanding of the history of solids creation and the ability to extract elements from the history of solid bodies. The CAD instruction will emphasize methods for creating documents that are accurate and accomplished in a timely manner. *PREREQUISITE: I E 214.1.*

215 CATIA 3D Surfacing (4)

Focuses on using CATIA (Computer Aided Three-Dimensional Interactive Application) software. Instruction will focus on creation and modification of surface modeling using CATIA. The student will learn to use the variety of curves available in CATIA and how they interact with different disciplines, such as SOLIDS, N/C toolpath creation, and volume creation. The CAD instruction will emphasize methods for creating documents which are accurate and accomplished in a timely manner. *PREREQUISITE: I E 214 or I E 214.2.*

215.1 CATIA 3D Surfacing (2)

Focuses on using CATIA (Computer Aided Three-Dimensional Interactive Application) software. Instruction will focus on creation and modification of surface modeling using CATIA. The student will learn to use the variety of curves available in CATIA and how they interact with different disciplines, such as SOLIDS, N/C toolpath creation, and volume creation. The CAD instruction will emphasize methods for creating documents that are accurate and accomplished in a timely manner. *PREREQUISITE: I E 214 or I E 214.2.*

215.2 CATIA 3D Surfacing (2)

Focuses on using CATIA (Computer Aided Three-Dimensional Interactive Application) software. Instruction will focus on creation and modification of surface modeling using CATIA. The student will learn to use the variety of curves available in CATIA and how they interact with different disciplines, such as SOLIDS, N/C toolpath creation, and volume creation. The CAD instruction will emphasize methods for creating documents that are accurate and accomplished in a timely manner. *PREREQUISITE: I E 215.1*

Information Technology (IT)

101 Introduction to Computer Science (5)

A survey course providing an overview of computer science. Introduces computer hardware, software, procedures and systems, and their applications in various segments of society. Introduces information on careers in software development, networking, security and project management. Also introduces basic word processing and spreadsheet skills. A core prerequisite class for most of the IT courses and tracks usually taken at the beginning of all IT tracks. *PREREQUISITE: Eligible for READ 094 or instructor's permission.*

102 Program Design (5)

Provides students with a solid background in logic for resolving problems while developing structured program logic and design techniques of an event-driven language, MS Visual Basic. The programmer will learn how

to work with a visual interface while acquiring important programming skills such as creating projects with loops, decisions, and data management. *PREREQUISITE: IT 101, 110 and 120; and MATH 097 or eligible for MATH 102.*

110 PC Support Technician 1 (5)

A technical introduction to Windows and DOS for support technicians. Covers the role of the operating system from a systems perspective, user interface issues, data management, batch files, and other technical issues associated with modern operating systems. *PREREQUISITE: IT 101 or concurrent enrollment; or instructor's permission.*

115 PC Support Technician 2 (5)

A technical introduction to basic hardware used by computer systems. Provides a review of current computer hardware used in the microcomputer environment. Also deals with the configuration of hardware components of a system and interfacing hardware with related software. *PREREQUISITE: IT 110 or instructor's permission.*

120 Internet Technologies (5)

A comprehensive overview of the different technologies that make the Internet work. Prepares the student to pass CompTIA's i-NET+ exam. Helps students make decisions concerning how business careers are linked to the Internet. Topics include the history of the Internet, how the Internet operates, networking basics, common Internet applications, basic HTML, and Web site implementation. *PREREQUISITE: IT 101.*

121 Introduction to HTML (5)

The student will learn the most important topics of HTML, from the basics of creating Web pages with graphics and links and controlling page layout with frames, to more advanced topics including cascading style sheets, programming with JavaScript and JavaScript objects and events, and creating a multimedia Web page with forms. *PREREQUISITE: IT 101 or 120.*

130 Introduction to Networking (5)

Provides individuals who are new to networking with the knowledge of networking. Topics include TCP/IP and OSI models; Ethernet fundamentals, IP addressing and subnetting; switching fundamentals; Cisco router and switch operation; and principles of routing. *PREREQUISITE: IT 101 or concurrent enrollment; or instructor's permission.*

135 Introduction to Network Security (5)

Provides students with a broad foundation of network security knowledge. Topics include security fundamentals, overview

Course Descriptions • Information Technology

of cryptography, security policies and procedures, common types of attacks, and how to implement network security measures. *PREREQUISITE: IT 130 or instructor's permission.*

140 Customer Service for IT Professionals (4)

Focuses on the knowledge and skills required to be part of a successful help-desk team. Topics covered include communications skills, writing skills, telephone skills, techniques for managing customer expectations, understanding customer behavior, working as part of a team, and minimizing stress in the work environment. *PREREQUISITE: IT 101 or instructor's permission.*

150 Microsoft Windows (Current Version) Professional Implementation (5)

Provides students with the knowledge and skills necessary to install and configure Microsoft Windows Professional on stand-alone and client computers that are part of a workgroup or domain. *PREREQUISITE: IT 110 or instructor's permission.*

160 Microsoft Windows (Current Version) Server Implementation (5)

Provides students with the knowledge and skills necessary to install and configure Microsoft Windows (current version) Server to create file, print, Web, and Terminal servers. *PREREQUISITE: IT 110 and 130; or instructor's permission.*

175 Student Assistant (1-5)

The student works in the computer lab. Includes assisting students with lab activities. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

176 Web Development Work Experience (1-5)

Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: IT 101; and IT 121 or concurrent enrollment. This is a pass/no credit course.*

177 Network Administration Work Experience (1-5)

Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: IT 130; and (IT 160 or 190); and IT 178 or instructor's permission. This is a pass/no credit course.*

178 Help Desk Work Experience (1-5)

Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: IT 115*

and 140; or instructor's permission. This is a pass/no credit course.

179 Network Security Work Experience (1-5)

Provides individuals who are seeking an IT information assurance technician certification and/or an AAS degree in Information Technology with critical exposure to network security strategies as they apply in real-world working environments. *PREREQUISITE: IT 190, 210, 240, or 245; or instructor's permission. This is a pass/no credit course.*

180 Database Development Work Experience (1-5)

Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: IT 201; and IT 235 or concurrent enrollment. This is a pass/no credit course.*

181 Network Management Work Experience (1-5)

Provides individuals who are seeking an IT network technician certification and/or an AAS degree in Information Technology with critical exposure to network management strategies as they apply in real-world working environments. *PREREQUISITE: IT 190, 210, 240 or 245; or instructor's permission. This is a pass/no credit course.*

190 Linux Administration (5)

This introductory course will provide hands-on experience in installing and configuring a Linux operating system. This course presents principal Linux concepts including essential commands and the command line, file systems, kernel compilation, basic user security, and an introduction to Internet related services. *PREREQUISITE: IT 101.*

194 Special Topics—Information Technology (5)

Permits students to pursue special IT topics, under the guidance of an instructor. Possible topics might include: 1) a discussion of the Open Systems movement, its impact on the computer industry and exposure to its software, or 2) the role of PDAs as thin clients and how to integrate them into existing systems and development of their applications, data transfer, and impact on society, or 3) developments in client/server technologies, like XML and DHTML, that impacts how data is generated and presented to users. *PREREQUISITE: IT 110 or instructor's permission.*

201 Fundamental Database Design (5)

Helps students accomplish useful tasks in the real world through the use of a database management system (DBMS) such as Access

2000 and/or Oracle. The student learns the de-facto industry standard query language (SQL) in order to create and maintain the database and database objects, such as tables, forms, reports, queries, macros, modules, and Web pages. Students gain proficiency with the System Development Life Cycle techniques in order to develop the right business application. Students learn about the various modeling techniques such as Enhanced Entity Relationship Diagrams (EER) and the Unified Modeling Language (UML) to identify entities, stakeholders, and processes of the business. The student expands these skills through hands-on exercises demonstrating actual business scenarios. *RECOMMENDED: BUS E 184 for students who have little or no database experience. PREREQUISITE: BUS E 266.*

203 Web Client Development (5)

A technical introduction to Web client development for students who have a strong interest in this area. Covers Web page design using artwork, forms, frames, objects, scripting, and trends in Web page development. *PREREQUISITE: IT 121.*

205 Database Theory (5)

A primary course in database systems. Students will develop applications using commercial or open source database systems. This course presents the fundamentals of database technology through understanding of database concepts, the relational model, Structured Query Language (SQL), Entity Relationship (ER) diagrams, logical and physical database design, and concepts of referential integrity and normalization. *PREREQUISITE: IT 190 or C SCI 144 or C SCI/ G E 142.*

210 Managing Cisco Routers and Switches (5)

Focuses on the knowledge and skills needed to implement and configure switching and routing using Cisco products. Topics include device configuration, virtual local area networks (VLANs), routing protocols, and wide area networking (WAN) technologies. *PREREQUISITE: IT 130 and 135; or instructor's permission.*

215 Information Assurance (5)

Focuses on the principles of information assurance (security), including both the technical and managerial aspects. Topics include planning security policy, risk management, and coverage of various security technologies such as firewalls, virtual private networks, intrusion detection systems, and cryptography. *PREREQUISITE: IT 130 and 135; or instructor's permission.*

Course Descriptions • Information Technology

- 220 Advanced Visual Basic (5)**
Provides students with a solid foundation for developing applications within the context of a business setting using Visual Basic programming language. The students make use of the rules of logic learned in the previous course and an assortment of VB functionalities to create efficient, user friendly and powerful IC applications. *PREREQUISITE: IT 102.*
- 223 Active Web Site (5)**
Introduces students to the concepts and applications of an active Web site. An active Web site creates Web pages “on the fly” to meet the specific needs of each user. Students will demonstrate an active Web site with client-side and server-side scripting, cookies to maintain a user state, and a database connection. Emphasizes the role of the developer and issues to be considered when creating an active Web site. *PREREQUISITE: IT 121 and 203.*
- 225 Shell Scripting for Windows (5)**
An introductory course in shell scripting for the Windows operating system. Introduces the Windows Script Host through the use of the VB scripting language. Students will learn to write, test, and execute basic administrative scripts for the Windows operating system. *PREREQUISITE: IT 160 or instructor's permission.*
- 230 User Support (5)**
Introduces students to the basics of delivering computer user support within an organization. Topics include identifying users and their needs, providing support with help desks and training, and supporting their technical needs with installations and troubleshooting. *PREREQUISITE: IT 115 and 140; or instructor's permission.*
- 235 Database Management (5)**
An introduction to database management that will introduce database principles, data modeling, normalization process, data manipulation (QBE and SQL), and issues related to data integrity. *PREREQUISITE: IT 201.*
- 240 Manage Microsoft Windows (Current Version) Network Environment (5)**
Gives students the ability to administer, support, and troubleshoot information systems that incorporate Microsoft Windows (current version). *PREREQUISITE: IT 130 and 160; or instructor's permission.*
- 245 Implementing and Administering Directory Services (5)**
Provides students with the knowledge and skills necessary to install, configure, and administer directory services. Focuses on performing tasks that are required to centrally manage users' computers and resources. *PREREQUISITE: IT 160 and 240; or instructor's permission.*
- 246 Designing a Directory Services Infrastructure (5)**
Provides students with the knowledge and skills necessary to design a directory services infrastructure in an enterprise network. Strategies are presented to assist the student in identifying the information technology needs of an organization, and then designing a directory services infrastructure that meets those needs. *PREREQUISITE: IT 160 and 245; or instructor's permission.*
- 250 Implement and Manage Microsoft Exchange (Current Version) (5)**
Teaches students the knowledge and skills necessary to install, configure, and administer Microsoft Exchange (current version). *PREREQUISITE: IT 160 or instructor's permission.*
- 252 System Administration for Microsoft SQL Server (5)**
Provides students with the knowledge and skills required to install, configure, administer, and troubleshoot the current versions of Microsoft SQL Server, client/server, and database management system. *PREREQUISITE: IT 235 and 265; or instructor's permission.*
- 255 Patch Management (5)**
Focuses on deploying critical operating system updates such as software patches, service packs, and Quick Fix Engineering (QFE) fixes using Systems Management Server (SMS), and Microsoft Windows Update Services (WUS). *PREREQUISITE: IT 245 or instructor's permission.*
- 260 Building XML Web and Database Applications (5)**
Students learn how to build Web applications with XML-based authoring and editing software, a required skill for developing Web or Database applications. XML can be used to create a central data store across several organizations and multiple computer platforms, thus reducing cost and time of development and allowing re-use and sharing of information while delivering more dynamic content on more types of media. *PREREQUISITE: IT 121 and 235.*
- 263 XML Fundamentals (5)**
A primary course in XML and related technologies. Presents the fundamentals of eXtensible Markup Language (XML) including supporting languages XSL/T, XSD, and WSDL. Introduces additional concepts including XPath, XQuery, Web services, SOAP, and Parsers. *PREREQUISITE: IT 205 or C SCI 144 or C SCI/G E 142 or concurrent enrollment.*
- 265 Structured Query Language (SQL) (5)**
Provides the hands-on experience in creating a database using the Structured Query Learning (SQL), which is the standard de-facto database language used in mid and large-sized corporations. The student will demonstrate the ability to derive physical database design, develop logical data models, manage and maintain databases, provide database security, and use integrity constraints to control data entry. The student will learn important concepts and terminology associated with relational databases. *PREREQUISITE: IT 201; and IT 235 or concurrent enrollment.*
- 270 Advanced Database Applications with VBA (5)**
Students create powerful and dynamic real-world programs through the use of Visual Basic for Applications (VBA). The robust features provided by VBA are achieved through the combination of Microsoft Access, Excel, and Visual Basic in one single business application. *PREREQUISITE: IT 102 and 201.*
- 275 Microsoft SQL Server Database Design and Implementation (5)**
Provides hands-on techniques to deliver powerful database solutions and prepare for the Microsoft Professional Examination (MCP). Students gain practical experience designing and implementing data-driven business applications using SQL Server (Current Version) Enterprise Edition. While building these real-world design skills, the students are also preparing for MCP Exam 70-229, a core exam for MCDBA certification and a key elective on the MCSE and MCSD tracks. *PREREQUISITE: IT 235.*
- 280 Designing and Implementing Network Security (5)**
Provides students with the knowledge and skills necessary to design and implement a security framework for small, medium, and enterprise networks. Students learn how to design and implement a public key infrastructure, configure virtual private networks, implement IPsec, harden servers, configure auditing, and perform audits. *PREREQUISITE: IT 190 and 240; or instructor's permission.*

Course Descriptions • Information Technology • Interdisciplinary Science • Japanese • Journalism

285 Implementing and Securing Wireless Networks (5)

Provides students with the knowledge and skills necessary to install, configure and administer wireless networks. Provides in-depth coverage of various methods of securing wireless networks, including authentication, authorization, and encryption. *PREREQUISITE: IT 240 or instructor's permission.*

290 Systems Analysis and Design (5)

Emphasizes a practical approach to learning systems analysis and design using a blend of traditional development with current technologies. Defines and describes in detail the five phases of the system development life cycle (SDLC): planning, analysis, design, implementation, and operation and support. Provides students with a comprehensive Systems Analysis Toolkit that highlights the importance of communication, economic analysis, and project planning skills across all phases of the SDLC. *PREREQUISITE: IT 115, 130 and 201.*

292 Data Analysis and Design (5)

Continues the study of database management and expands to advanced techniques of analysis and design. The spreadsheet post-analysis process is introduced as an organizational tool for understanding and analyzing customer requirements. Students learn to analyze problems in four different components: given data, required results, processing required, and a list of solution alternatives. *PREREQUISITE: BUS E 266.*

295 Information Technology Project Management (5)

Examines the knowledge and skills needed to successfully plan, estimate, facilitate and successfully complete Information Technology projects. Students will learn how to use project management software to estimate costs, manage project schedules, and assign resources to project tasks. *PREREQUISITE: IT 102, 160, 190, or C SCI 144, or C SCI/ G E 142.*

297-299 Independent Study (1-5)

Encourages students to study and develop independently in the major area of information technology. Students must receive permission from the appropriate instructor. Each student will be on a tutorial basis with his/her instructor. *PREREQUISITE: Instructor's permission.*

Interdisciplinary Science (IDS)

101 Interdisciplinary Science I (5)

This is the first of a three-quarter sequence of classes. An integrated science course that involves physics, chemistry, biology, and geology. Uses climate and global change as a theme to develop basic concepts in science, such as measurement, analysis of data, hypothesis generation, and testing. Students will be actively involved in the class as they collect and analyze data in physics, chemistry, biology and geology that relate to the topic of climate and global change. Includes field trips during class time to locations near the college. *PREREQUISITE: MATH 072 or concurrent enrollment; no previous college science or instructor's permission. Satisfies a lab science or natural science requirement for AA degree.*

102 Interdisciplinary Science 2 (5)

This is the second of a three-quarter sequence of classes. An integrated science course that involves physics, chemistry, biology and geology. Uses climate and global change as a theme to develop basic concepts in science, such as measurement, analysis of data, hypothesis generation and testing. Students will be actively involved in the class as they collect and analyze data in physics, chemistry, biology and geology that relate to the topic of climate and global change. May include field trips during class time to locations near the college. *PREREQUISITE: IDS 101. Satisfies a lab science or natural science requirement for AA degree.*

103 Interdisciplinary Science 3 (5)

This is the last of the three-quarter sequence of classes. An integrated science course that involves physics, chemistry, biology and geology. Uses climate and global change as a theme to develop basic concepts in science, such as measurement, analysis of data, hypothesis generation and testing. Students will be actively involved in the class as they collect and analyze data in physics, chemistry, biology and geology that relate to the topic of climate and global change. May include field trips during class time to locations near the college. *PREREQUISITE: IDS 102. Satisfies a lab science or natural science requirement for AA degree.*

Japanese (JAPAN)

101 Elementary Japanese 1 (5)

Begins the systematic study of Japanese. Includes basic grammar, vocabulary, reading, writing, and conversation practice, and introduction of Hiragana and Kanji writing systems. Practice with lab materials required. *PREREQUISITE: No previous background in Japanese, or no more than one year of high school Japanese, or no more than two years of high school Japanese with a "C" average or less. Satisfies a humanities/fine arts/English requirement for AA degree.*

102 Elementary Japanese 2 (5)

Systematic study of Japanese using the four basic skills of listening, speaking, reading, and writing. Practice with lab materials required. *PREREQUISITE: JAPAN 101, or two years of high school Japanese with a "B" average or better, or instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*

103 Elementary Japanese 3 (5)

Continued systematic study of Japanese. *PREREQUISITE: JAPAN 102 or instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*

Journalism (JOURN)

100.1 Newspaper Laboratory 1 (1-5)

Writing, editing, designing, taking photographs, cartooning and producing the print and electronic versions of the student publication, The Current. Students are encouraged to be enrolled in JOURN 101 while taking this class, or to have already completed the course. *Satisfies a humanities/fine arts/English and activity requirement for AA degree.*

100.2 Newspaper Laboratory 2 (1-5)

Continued writing, editing, designing, taking photographs, cartooning, and producing the print and electronic versions of the student publication, The Current. Students are encouraged to be enrolled in JOURN 101 while taking this class, or to have already completed the course. *PREREQUISITE: JOURN 100.1.*

100.3 Newspaper Laboratory 3 (1-5)

For students who have taken JOURN 100.2. Continued writing, editing, designing, taking photographs, cartooning and producing the print and electronic versions of the student publication, The Current. Students are encouraged to be enrolled in JOURN 101 while taking this class, or to have already completed the course. *PREREQUISITE: JOURN 100.2.*

Course Descriptions • Journalism

- 101 Newswriting (5)**
Prepares students to write for the media, including newspapers, public relations or online publications. Newswriting mechanics are stressed, including covering a newsbeat, learning news style, and newsroom organization and terminology. Students are also encouraged to enroll in JOURN 100.1 sequence and to join the staff of The Current, GRCC's print and online publication. *Satisfies a humanities/fine arts/English requirement for AA degree.*
- 103 Introduction to Desktop Publishing (5)**
An introduction to publication design and production. Some basic knowledge of computers (either PC or Mac) is recommended. Students will develop skills and understanding of the basics of designing a publication, including the following: use of desktop publishing software; use of typography and graphics; working with page grids and templates; different treatments for features, columns, departments; effective cover design; and basic computer skills needed to prepare a publication for print.
- 110 Radio Laboratory (1-5)**
For students working at GRCC campus radio station KGRG or KENU. Gives students both on-the-air and behind the scenes experience in news broadcasting, radio production, and disc jockey work. *Satisfies an activity requirement for AA degree.*
- 111 Radio Laboratory 2 (1-5)**
For students working at GRCC campus radio station KGRG or KENU. Gives students additional experience in newsgathering, remote broadcasting, and on-air performance. *PREREQUISITE: JOURN 110.*
- 112 Radio Laboratory 3 (1-5)**
For students working at GRCC campus radio station KGRG or KENU. Gives students additional experience in production work, newscasting, and on-the-air performance. *PREREQUISITE: JOURN 111.*
- 120 Digital Radio Laboratory (1-5)**
A course for students working exclusively on all-digital KENU Radio at the Auburn campus, designed to give them experience with computer-based over-the-air broadcasting, radio station operations, FCC rules and regulations, and both live and voice-tracked disc jockey work. *Satisfies an activity requirement for AA degree.*
- 121 Digital Radio Laboratory 2 (1-5)**
A course for students working exclusively on all-digital KENU Radio at the Auburn campus, designed to give them experience with computer-based over-the-air broadcasting, radio station operations, FCC rules and regulations, and both live and voice-tracked disc jockey work. *PREREQUISITE: JOURN 120 or instructor's permission.*
- 122 Digital Radio Laboratory 3 (1-5)**
An advanced-level course for students working exclusively on all-digital KENU Radio at the Auburn campus, designed to give them further experience with computer-based over-the-air broadcasting. Students will gain experience with the KENU Internet Web site as well as webcast development and maintenance. *PREREQUISITE: JOURN 121 or instructor's permission.*
- 150 Introduction to Broadcasting (3)**
Offers the student an overview of the broadcast industry from the origin of the wireless through the golden age of radio to the domination of television. Covers the different radio formats and explores the growth of cable television and the new satellite-delivered technology. *Satisfies a humanities/fine arts/English requirement for AA degree.*
- 151 Radio Production (3)**
Provides the student with a survey of radio commercials, promotional announcements, and newscast production. Students develop their copywriting skills in the classroom and refine their production technique in the studio. *Satisfies a humanities/fine arts/English requirement for AA degree.*
- 152 Radio and the Community (3)**
Covers radio management practices with emphasis on the business of broadcasting. Includes sales, promotion, community relations, governmental, demographics and programming. *Satisfies a humanities/fine arts/English requirement for AA degree.*
- 153 Broadcast Newswriting (3)**
Gives the student a fundamental working knowledge of newsgathering and newswriting for radio and television. Includes discussions of public affairs, government regulations, and the role of the electronic reporter in society.
- 177-179 Journalism Work Experience (1-5)**
Offers students an opportunity to work full or part-time in jobs directly related to their programs and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*
- 198 Independent Study-Journalism (1-5)**
Encourages students to study and develop independently in various areas of Journalism. Students develop their own focus area and objectives in consultation with the instructor. *PREREQUISITE: JOURN 101 and instructor's permission.*
- 199 Independent Study-Journalism (1-5)**
Encourages students to study and develop independently in various areas of Journalism. Students develop their own focus area and objectives in consultation with the instructor. *PREREQUISITE: JOURN 198 and instructor's permission.*
- 200 Advanced Newspaper Laboratory (1-5)**
Advanced writing, editing, designing, taking photographs, cartooning and producing the print and electronic versions of the student publication, The Current. Students are encouraged to be enrolled in JOURN 101 while taking this class, or to have already completed the course. *PREREQUISITE: JOURN 100.1, 100.2 and 100.3; and instructor's permission. Satisfies an activity requirement for AA degree.*
- 201 Introduction to Mass Media (5)**
Examines the eight forms of mass media (movies, television, the web, radio, sound recordings, magazines, newspapers and books) and related issues such as advertising, media effects, journalism and media law. *Satisfies a humanities/fine arts/English requirement for AA degree.*
- 205 Radio Management (1-5)**
For students working at GRCC campus radio station KGRG or KENU. Gives students experience in radio management, including promotion, news and public affairs, music, traffic and logging procedures, copywriting and/or sports broadcasting, as well as disc jockey work. *PREREQUISITE: Instructor's permission.*
- 206 Radio Workshop (1-5)**
For students working at GRCC campus radio station KGRG. Gives students additional experience in radio station management, including promotion, news and public affairs, music, traffic and logging procedures, production copywriting and/or sports broadcasting, as well as disc jockey work. *PREREQUISITE: JOURN 205 and instructor's permission.*
- 207 Advanced Radio Workshop (1-5)**
For students working at GRCC campus radio station KGRG. Gives students experience in radio station management, including promotion, news and public affairs, music, traffic and logging procedures, production copywriting and/or sports broadcasting, as well as disc jockey work. *PREREQUISITE: JOURN 206 and instructor's permission.*
- 251-253 Journalism Internship (3)**
The student works for a local newspaper or radio station 10 hours per week each quarter and meets one hour once a week

Course Descriptions • Journalism • Library • Manufacturing Technology

with an instructor to evaluate his/her on-the-job training. *PREREQUISITE: Instructor's permission.*

254 Advanced Radio Production (3)
Further develops skills gained in JOURN 151. This advanced survey course focuses on the production of radio commercials, promotional announcements, and newscasts. Advanced techniques in copywriting, voicework, and digital production will be emphasized. *PREREQUISITE: JOURN 151 or instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*

255 Marking the Broadcast Media (3)
Gives the student a detailed understanding of sales, marketing, and research at broadcast radio and television stations. The role of advertising agencies and new technologies, such as the Internet, in broadcasting are also explored. *PREREQUISITE: JOURN 150 or 152.*

298-299 Independent Study–Journalism (1-5)
Encourages students to study and develop independently in various areas of Journalism. Students develop their own focus area and objectives in consultation with the instructor. *PREREQUISITE: JOURN 199 and instructor's permission.*

Library (LIB)

100 Searching Reference Books (1)
Helps students learn how to use reference materials for information retrieval and research. Examines both “ready-reference” titles and scholarly materials. Focus is on books that form the core of the reference collection at Green River Community College. *This is a pass/no credit course.*

101 Searching Electronic Databases (2)
An independent study course designed to help students learn how to use Internet-delivered databases for information retrieval and research. Topics include database selection, search techniques, and evaluation of results. Focuses on databases that provide access to materials published in magazines, journals and newspapers. College-level reading skills recommended. *This is a pass/no credit course.*

102 Searching the Web (1)
An independent study course designed to help students learn how to use the World Wide Web for information retrieval and research. Topics include search engines, search techniques, and evaluation of results. Examines Yahoo, AlltheWeb, and Google in depth. College-level reading skills recommended. *This is a pass/no credit course.*

110 Introduction to Library Research (1)
Examines the nature of information and its use in the research process. Topics include locating, retrieving, evaluating, and citing information found in both print and electronic resources. May be offered in conjunction with other courses (such as English 110) that include a research component.

180 Research for the 21st Century (5)
Develop the skills and techniques to locate and evaluate information resources that are part of the research process. By exploring a current global issue, students will understand major ideas, values, and beliefs that have shaped human history and cultures while learning how intellectual property and censorship impact our past, present, and future. *PREREQUISITE: Eligible for ENGL 110.*

Manufacturing Technology (MACH)

101 Beginning Machining (1-13)
Beginning machine tool operation. Includes use and care of hand tools used in measurement, layout, and inspection. Safety to self and others is stressed in the operation of pedestal grinders, drill presses, lathes, milling machines. Occupational safety and health are taught. *PREREQUISITE: Instructor's permission.*

102 Intermediate Machining (1-13)
Intermediate Machining introduces progressively difficult operations on lathes and milling machines, with emphasis on close tolerances as applied to flatness, squareness and parallelism on surface grinders. Leadership skills are evaluated. *PREREQUISITE: Instructor's permission.*

103 Advanced Machining (1-13)
Involves advanced calculations and machining operations, with emphasis on milling machines and surface grinders and their accessories. Milling operations include making table setups, digital readout, angles and pockets. Emphasizes use of optical comparator and surface plate. Leadership skills are evaluated. *PREREQUISITE: Instructor's permission.*

104 Precision Machining (1-13)
Involves advanced calculations and machining operations, with emphasis on milling machines, lathes and surface grinders, and their accessories. Milling operations include making table setups, digital readout, angles and pockets. Lathe operations include turning, threading, knurling and tapping. Emphasizes use of optical comparator and surface plate. Leadership skills are evaluated. *PREREQUISITE: Instructor's permission.*

105 Beginning Computerized Numerical Control (CNC) (1-13)
Introduction to computer numerically controlled (CNC) programming and machining. Areas of study include manual programming commands, GandM codes, programming, set-up operation of a CNC mill, and sequence of CNC programming operations and fundamental use of a computer-aided manufacturing (CAD/CAM) system. Instruction time is divided between classroom, computer lab, and shop, providing an unusual blend of practical theory and hands-on experience. *PREREQUISITE: Instructor's permission and basic computer skills (such as BUS E 111 or equivalent).*

106 Intermediate Computerized Numerical Control (1-13)
Advanced CNC machining is offered to students who desire a greater proficiency in CNC programming and machining. Mastercam, an off line programming CAD/CAM system, is used to teach students to CAD (draw), CAM (create tool path), NC (post process) and to transfer data from a computer to a CNC machining center. Instruction time is divided between classroom, computer lab and shop. *PREREQUISITE: Instructor's permission, conventional machining experiences and basic computer skills (such as BUS E 111 or equivalent).*

109 Special Machining Practice (1-13)
A modular, group-paced course presenting fundamental principles, application and practice of competencies learned in MACH 101 through MACH 104. A capstone course in which learners may choose to refine their skills in various levels of conventional machining. *PREREQUISITE: Instructor's permission.*

162 Training and Practice (1-4)
Provides training and practice in the safe and efficient set-up and operation of all basic machine tools, including machine accessories, measuring tools and inspection equipment. Instruction is geared toward those interested only in skills rather than certification. *PREREQUISITE: Instructor's permission.*

164 Mastercam Level One (1-5)
Introduction to Mastercam, including two dimensional geometry, contouring, and toolpaths. No CNC shop machining performed. Students completing 5 credits can earn GRCC credential for 94 hours of Mastercam. *PREREQUISITE: Instructor's permission.*

165 Mastercam Level Two (1-5)
Continuation of Mastercam, including 2- and 3-dimensional geometry, contouring, and toolpaths. No CNC shop machining performed. Students completing 5 credits can earn GRCC credential for 94 hours of Mastercam. *PREREQUISITE: Instructor's permission.*

Course Descriptions • Manufacturing Technology • Mathematics

167 Blueprint Reading– Machine Shop (1-3)

Reading and interpretation of orthographic and isometric mechanical drawings specific to the machining industry. Emphasis on details, relevant manufacturing requirements, and industry standards and terminology. *PREREQUISITE: Instructor's permission.*

177 Conventional Machine Work Experience (1-13)

Offers student an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*

178 Computerized Numerical Control Machine Work Experience (1-13)

Offers student an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*

179 Machine Work Experience (1-13)

Offers student an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*

Mathematics (MATH)

062 Review of Arithmetic (5)

Study of the basic operations of arithmetic and an overview of basic geometry concepts. Topics include whole numbers, fractions, decimals, percents, ratios, proportions, place, value, roots, and basic concepts related to measurements and geometry. Also incorporates hands-on manipulative and study skills related to learning math. *PREREQUISITE: BASIC 053 or appropriate placement.*

062R Review of Arithmetic– Resource Module (1-2)

Incorporates self-paced, individual resource modules which supplement concepts learned in MATH 062. Recommended for students who want extra help in MATH 062 and for those who need to work on specific skills to prepare for MATH 062. Students will use Math Learning Center resources such as videos, computers, supplementary books, and/or drop-in tutoring to work on concepts learned in MATH 062. A minimum of 22 hours of work must be completed to receive one credit, 44 hours for two credits. *This is a pass/no credit course.*

070 Pre-Algebra (5)

Study of problem solving, geometry and measurement, exponents, and signed numbers. Includes introductory work with polynomials, simple equations, basic descriptive statistics, and graphing. *PREREQUISITE: MATH 062 with a grade of 2.5 or higher; or appropriate placement; or instructor's permission.*

070R Pre-Algebra— Resource Module (1-2)

Incorporates self-paced, individual resource modules which supplement concepts learned in MATH 070. Recommended for students who want extra help in MATH 070 and for those who need to work on specific skills to prepare for MATH 070. Students will use Math Learning Center resources such as videos, computers, supplementary books, and/or drop-in tutoring to work on concepts learned in MATH 070. A minimum of 22 hours of work must be completed to receive one credit, or 44 hours for two credits. *This is a pass/no credit course.*

072 Elementary Algebra (5)

Study of sets, properties and terminology of real numbers, absolute value, simplifying algebraic expressions, integer exponents, graphing and solving linear equations and inequalities, unit analysis, ratios, rates, and proportions, solving systems of equations, factoring and performing operations on polynomial expressions, Pythagorean Theorem, functions, and applications. Graphing calculator required. *PREREQUISITE: MATH 070 with a grade of 2.5 or higher; or appropriate placement; or instructor's permission.*

072.1 Extended Elementary Algebra (5)

Students will learn beginning algebra concepts. Topics include problem solving, geometry and measurement, order of operations, signed numbers, fractions, ratios and proportions. Focus will also be on using mathematics as a language and math processing strategies. Students will participate in various class projects, group and individual activities designed to transform math processing from concrete to the abstract level. Graphing calculator required. *PREREQUISITE: Instructor's permission.*

072R Elementary Algebra– Resource Module (1-2)

Self-paced, independent study resource modules that supplement concepts learned in MATH 072. Recommended for students who want extra help in MATH 072 and for those who need to work on specific skills to prepare for MATH 072. Students will use Math Learning Center resources such as videos, computers, supplementary books, and/or drop-in tutoring to work on concepts learned in MATH 072.

A minimum of 22 hours of work must be completed to receive one credit, 44 hours for two credits. *This is a pass/no credit course.*

085 Technical Mathematics 1 (5)

Study of solving equations, solving formulas, proportions, percents, calculator operations, measurement systems and geometry. For technical students only. *PREREQUISITE: MATH 070 with a grade of 2.5 or higher; OR appropriate placement test score; or instructor's permission.*

097 Intermediate Algebra (5)

Study of the definition of a function; graphs and solutions of linear equations and inequalities; graphs and solutions of quadratic, rational, radical, and literal equations; complex numbers; radical expressions; variation; and applications. Graphing calculator required. *RECOMMENDED: Eligible for READ 104. PREREQUISITE: Either MATH 072, 085 or 116T with a grade of 2.5 or higher; or appropriate placement; or instructor's permission.*

097R Intermediate Algebra— Resource Module (1-2)

Self-paced, individual resource modules that supplement concepts learned in MATH 097. Recommended for students who want extra help in MATH 097 and for those who need to work on specific skills to prepare for MATH 097. Students will use Math Learning Center resources such as videos, computers, supplementary books, and/or drop-in tutoring to work on concepts learned in MATH 097. A minimum of 22 hours of work must be completed to receive one credit, 44 hours for two credits. *This is a pass/no credit course.*

102 Pre-Calculus 1 (5)

Study of linear, quadratic, exponential, and logarithmic functions and their applications; algebraic combinations of functions; composition of functions; inverse functions; transformations. Graphing calculator required. *PREREQUISITE: Either MATH 097 or 117T with a grade of 2.0 or higher; or appropriate placement; or instructor's permission. Satisfies a quantitative skills or natural science requirement for AA degree.*

104 Pre-Calculus 2 (5)

Study of trigonometric functions and their applications; inverse trigonometric functions; trigonometric equations; trigonometric identities; solutions of right and oblique triangles; complex numbers; vectors; polar coordinates; polynomial and rational functions. Graphing calculator required. *PREREQUISITE: MATH 102 with a grade of 2.0 or higher, or appropriate placement, or instructor's permission. Satisfies a quantitative skills or natural science requirement for AA degree.*

Course Descriptions • Mathematics

- 106 Essentials of Pre-Calculus Mathematics** (5)
Study of linear, polynomial, rational, exponential, logarithmic, and trigonometric functions; algebraic combinations of functions, composition of functions, and inverse functions. Graphic calculator required. Additional topics may include complex numbers, polar coordinates, and parametric equations. *PREREQUISITE: Completion of high school pre-calculus with trigonometry with a "B" average or better within the last two years or appropriate placement; or instructor's permission. Satisfies a quantitative skills or natural science requirement for AA degree.*
- 107 Contemporary Mathematics** (5)
Study of a variety of mathematical topics that may include finance, management science, statistics, probability, social choice, and measurement/geometry. *PREREQUISITE: MATH 097 with a grade of 2.0 or higher or appropriate placement or instructor's permission. Satisfies a quantitative skills or natural science requirement for AA degree.*
- 115T Natural Resources Algebra/Trigonometry 1** (5)
Study of solving equations, solving formulas, proportions, percents, calculator operations, measurement systems, geometry and right triangle and oblique triangle trigonometry with applications to natural resources technology. For technical students only. *PREREQUISITE: MATH 070 with a grade of 2.5 or higher, or appropriate placement; or instructor's permission.*
- 116T Technical Mathematics 2** (5)
Study of right and oblique triangles, trigonometric functions of any angle, radian measure, vectors, circles, linear and angular velocity, trigonometric identities, and complex numbers and their applications to technical fields. For technical students only. *PREREQUISITE: MATH 085 with a grade of 2.0 or higher, or appropriate placement; or instructor's permission.*
- 117T Technical Mathematics 3** (5)
Study of systems of linear equations, determinants, polynomials, factoring, radical equations, quadratic equations, common and natural logarithms, and applications to technical areas. For technical students only. *PREREQUISITE: MATH 116T with a grade of 2.0 or higher or instructor's permission.*
- 124 Calculus and Analytic Geometry 1** (5)
First course of a four-quarter calculus sequence is an introduction to differential calculus and related applications. Topics include limits, derivatives of algebraic and transcendental functions; optimization;
- linearization; numerical methods; modeling. Graphing calculator required. *PREREQUISITE: MATH 104 or 106 with a grade of 2.0 or higher, or appropriate placement; or instructor's permission. Satisfies a quantitative skills or natural science requirement for AA degree.*
- 125 Calculus and Analytic Geometry 2** (5)
The second course of a four-quarter calculus sequence is an introduction to integral calculus and related applications. Topics include antiderivatives of algebraic and transcendental functions; the Fundamental Theorem of Calculus; techniques of integration; areas; volumes; moments and centers of mass; numerical methods. Graphing calculator required. *PREREQUISITE: MATH 124 with a grade of 2.0 or higher or appropriate placement; or instructor's permission. Satisfies a quantitative skills or natural science requirement for AA degree.*
- 126 Calculus and Analytic Geometry 3** (5)
The third course of a four-quarter calculus sequence is an introduction to sequences, series, and higher-dimensional space. Topics include convergence tests; vectors; analytic geometry; vector-valued functions. Graphing calculator required. *PREREQUISITE: MATH 125 with a grade of 2.0 or higher, or appropriate placement; or instructor's permission. Satisfies a quantitative skills or natural science requirement for AA degree.*
- 156 Finite Mathematics for Business and Social Science** (5)
Study of graphs and solutions of linear equations, systems of equations, matrices, linear inequalities and linear programming, the simplex method, exponential and logarithmic functions, financial formulas, sets and set notation, permutations, and combinations. Many problems and examples are drawn from the fields of business, economics, and social science. A graphing calculator is required. *PREREQUISITE: MATH 097 with a grade of 2.0 or higher, or appropriate placement; or instructor's permission. Satisfies a quantitative skills or natural science requirement for AA degree.*
- 157 Calculus for Business and Social Science** (5)
Study of differential and integral calculus of polynomial, logarithmic and exponential functions. Many problems and examples are drawn from the fields of business, economics, and social science. Graphing calculator required. *PREREQUISITE: MATH 156 with a grade of 2.0 or higher or instructor's permission. Satisfies a quantitative skills or natural science requirement for AA degree.*
- 170 Number Theory for Elementary Teachers** (5)
Introduction to problem-solving techniques, number theory, set theory, and numeration systems related to topics taught at the K-8 level. Recommended for prospective or practicing elementary teachers. *PREREQUISITE: MATH 097 with a grade of 2.0 or higher, or appropriate placement; or instructor's permission. Satisfies a quantitative skills or natural science requirement for AA degree.*
- 171 Geometry for Elementary Teachers** (4)
Study of geometry and its applications including problem solving techniques and concepts in measurement. Recommended for prospective or practicing elementary teachers. *PREREQUISITE: MATH 170 with a grade of 2.0 or higher, or instructor's permission. Satisfies a quantitative skills or natural science requirement for AA degree.*
- 172 Probability and Statistics for Elementary Teachers** (4)
Study of the fundamental nature of the real number system and its subsystems, applications of basic probability and statistics, and problem solving. Recommended for prospective or practicing elementary teachers. *PREREQUISITE: MATH 170 with a grade of 2.0 or higher, or instructor's permission. Satisfies a quantitative skills or natural science requirement for AA degree.*
- 177-179 Math Work Experience** (1-12)
Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. Credits may apply toward the completion of a certificate and/or program. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*
- 191 Modeling Physical Systems 1** (2)
Study of techniques and procedures for mathematical modeling of physical systems. *PREREQUISITE: MATH 104 or 106 with a grade of 2.0 or higher, or appropriate placement; or instructor's permission; and concurrent enrollment in MATH 124 and PHYS 201.*
- 192 Modeling Physical Systems 2** (2)
Study of techniques and procedures for mathematical modeling of physical systems. *PREREQUISITE: MATH 104 or 106 with a grade of 2.0 or higher; or appropriate placement; or instructor's permission; and concurrent enrollment in MATH 125 and PHYS 202.*

Course Descriptions • Mathematics • Music

194 Special Topics (1-5)

Study of specialized mathematical topics. The topics chosen depend upon interest and staffing. Possible areas of study include number theory, probability, logic, mathematics for parents, and computer applications. *PREREQUISITE: Instructor's permission and eligible for READ 104. This is a pass/no credit course.*

210 Discrete Mathematics (5)

Introductory study of proofs; one-to-one, onto, inverse and composite functions; properties of relations; sets including cardinality, countability and the pigeonhole principle; Boolean algebras including de Morgan's Laws; logic including propositional logic and digital logic; and counting techniques including permutations and combination. *PREREQUISITE: Either MATH 104 or 106 with a grade of 2.0 or higher or appropriate placement or instructor's permission. Satisfies a quantitative skills or natural science requirement for AA degree.*

224 Intermediate Analysis (5)

This fourth course of a four-quarter calculus sequence is an introduction to functions of two and three variables; limits and continuity; partial differentiation; gradients; multiple integration; iterated integrals; vector analysis including such topics as divergence, curl, line integrals, and the fundamental theorems of vector calculus. Graphing calculator required. *PREREQUISITE: MATH 126 with a grade of 2.0 or higher, or instructor's permission. Satisfies a quantitative skills or natural science requirement for AA degree.*

238 Differential Equations (5)

Study of the theory and solutions of first and second order differential equations, existence and uniqueness theorems, numerical methods of solution, and applications. Additional topics may be chosen from the following: (1) series solutions for differential equations, (2) systems of linear differential equations, (3) Laplace transforms, (4) stability theory. Graphing calculator required. *PREREQUISITE: MATH 224 with a grade of 2.0 or higher, or instructor's permission. Satisfies a quantitative skills or natural science requirement for AA degree.*

240 Topics in Linear Algebra (5)

Study of systems of linear equations, vector spaces, matrices and matrix equations, eigenvalues and eigenvectors, linear transformations, and applications. Graphing calculator required. *PREREQUISITE: MATH 124 with a grade of 2.0 or higher or instructor's permission. Satisfies a quantitative skills or natural science requirement for AA degree.*

256 Statistics for Business and Social Science (5)

Study of descriptive and inferential statistics boxplots, histograms and scatterplots; introduction to design of experiments; measures of central tendency; frequency distributions; probability distributions; sampling and sampling distributions; hypothesis testing; and linear regression. A graphing calculator may be required. *PREREQUISITE: MATH 102 or 156 with a grade of 2.0 or higher; or instructor's permission. RECOMMENDED: Eligible for READ 104. Satisfies a quantitative skills or natural science requirement for AA degree.*

297 Independent Study (1)-5

Encourages students to independently study an area or topic of mathematics of special interest to them. Students meet on a tutorial basis with the instructor. *PREREQUISITE: MATH 124, 157 or 256 with a grade of 2.0 or higher and instructor's permission.*

Music (MUSIC)**100 Music Survey (5)**

Introduction to music of the great master composers beginning with the elements of music and progressing through the common style periods. Listening lab included. *Satisfies a humanities/fine arts/English requirement for AA degree.*

101 Fundamentals of Music (5)

Basic note and rhythm reading, chords and scales, aural skills and fundamentals of songwriting. Includes an examination of chord symbols and progressions, melody, lyrics and form. *Satisfies a humanities/fine arts/English requirement for AA degree.*

103 American Popular Music (5)

The study of the history and genesis of American popular music from its birth to the present day. Folk music, Dixieland and jazz, Broadway shows, rock and roll and current musical trends will be both studied and listened to. *Satisfies a humanities/fine arts/English requirement for AA degree.*

105 Introduction to Computer Music (5)

Introduction to computer assisted notation, composition and performance utilizing a Macintosh computer, digital electronic piano, multi-timbral sound module, and software conforming to General MIDI (Musical Instrument Digital Interface). Keyboard experience helpful but not necessary. *Satisfies a humanities/fine arts/English requirement for AA degree.*

106 Computer Music Notation (5)

A continuation of MUSIC 105 with an emphasis on advanced music writing, editing, and score preparation including articulation and dynamic markings, transposition, lyric writing, chord symbols and printing standard MIDI files. *PREREQUISITE: MUSIC 105 or instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*

111 Music Theory 1 (3)

The study of basic music notation with emphasis on intervals, scales, key signatures, triads, principles of rhythm and simple harmonization in four parts on the grand staff. *Satisfies a humanities/fine arts/English requirement for AA degree.*

112 Music Theory 2 (3)

Continuation of MUSIC 111. A study of diatonic harmony including the dominant seventh chord, non-harmonic tones, cadences and inversions in a variety of choral and keyboard textures in common practice style. Includes analysis, composition and performance. *PREREQUISITE: MUSIC 111. Satisfies a humanities/fine arts/English requirement for AA degree.*

113 Music Theory 3 (3)

Continued study of diatonic harmony including diminished and half-diminished seventh chords, minor and major seventh chords, simple two- and three-part form, secondary dominants and an introduction to tonal counterpoint. *PREREQUISITE: MUSIC 112. Satisfies a humanities/fine arts/English requirement for AA degree.*

114 Ear Training 1 (2)

Study of simple intervals, triads and rhythm through a program designed to train the ear to identify and write down simple musical structures from dictation. *Satisfies a humanities/fine arts/English requirement for AA degree.*

115 Ear Training 2 (2)

Continued study of simple and compound intervals, basic four-part harmony, rhythm and pitch through a program designed to train the ear to identify and write down musical structures from dictation. *PREREQUISITE: MUSIC 114. Satisfies a humanities/fine arts/English requirement for AA degree.*

116 Ear Training 3 (2)

Continued study of simple and compound intervals, triads and seventh chords in four-part harmony and complete melodies through a program designed to train the ear to identify and write down musical structures from dictation. *PREREQUISITE: MUSIC 115. Satisfies a humanities/fine arts/English requirement for AA degree.*

Course Descriptions • Music

- 118 Concert Choir 1 (1-3)**
Preparation and presentation of various selected choral works. Basic fundamentals of vocal production are studied in depth. One required evening performance each quarter. *Satisfies an activity or humanities/fine arts/English requirement for AA degree.*
- 119 Concert Choir 2 (1-3)**
Continuation of MUSIC 118 with preparation and presentation of various selected choral works. Basic fundamentals of vocal production also studied in-depth. One required evening performance each quarter. *PREREQUISITE: MUSIC 118. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 120 Concert Choir 3 (1-3)**
Continuation of MUSIC 119 with preparation and presentation of various selected choral works. Basic fundamentals of vocal production also studied in depth. One required evening performance each quarter. *PREREQUISITE: MUSIC 119. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 124 Musical Rehearsal and Performance (5)**
Participation in a musical comedy or drama as a performer or technician. *Satisfies an activity or humanities/fine arts/English requirement for AA degree.*
- 127 Rendezvous Chamber Singers 1 (1-5)**
Preparation and presentation of choral music in classical, jazz, and pop idioms. Some students may be involved as rhythm section players or sound technicians. Extensive performance demands are required. *BY AUDITION ONLY. PREREQUISITE: Instructor's permission. Satisfies an activity or humanities/fine arts/English requirement for AA degree.*
- 128 Rendezvous Chamber Singers 2 (1-5)**
Preparation and presentation of classical, jazz, and pop idioms. Some students may be involved as rhythm section players or sound technicians. Extensive performance demands are required. *BY AUDITION ONLY. PREREQUISITE: MUSIC 127 and instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 129 Rendezvous Chamber Singers 3 (1-5)**
Preparation and presentation of choral music in classical, jazz and pop idioms. Some students may be involved as rhythm section players or sound technicians. Extensive performance demands are required. *BY AUDITION ONLY. PREREQUISITE: MUSIC 128 and instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 130.1 Private Instruction 1 (1)**
Individual instruction in voice or on any common instrument. Students pay instructor fee. *PREREQUISITE: Instructor's permission. Satisfies an activity or humanities/fine arts/English requirement for AA degree.*
- 130.2 Private Instruction 2 (1)**
Individual instruction in voice or on any common instrument. Student pays instructor fee. *PREREQUISITE: MUSIC 130.1 or instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 130.3 Private Instruction 3 (1)**
Individual instruction in voice or on any common instrument. Student pays instructor fee. *PREREQUISITE: MUSIC 130.2 or instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 132 Class Piano (2)**
Basic piano pedagogy in a group classroom situation. Hand positions, fingering, and basic chord structure. Beginning music majors or minors who do not meet piano proficiency must enroll in Class Piano until requirements are met. *Satisfies an activity or humanities/fine arts/English requirement for AA degree.*
- 133 Class Piano (2)**
Basic piano pedagogy in a group classroom situation. Hand positions, fingering, and basic chord structure. Beginning music majors or minors who do not meet piano proficiency must enroll in Class Piano until requirements are met. *PREREQUISITE: MUSIC 132. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 218 Concert Choir 4 (1-3)**
Continuation of MUSIC 120 with preparation and presentation of various selected choral works. Basic fundamentals of vocal production also studied in-depth. One required evening performance each quarter. *PREREQUISITE: MUSIC 120. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 219 Concert Choir 5 (1-3)**
Continuation of MUSIC 218 with preparation and presentation of various selected choral works. Basic fundamentals of vocal production also studied in-depth. One required evening performance each quarter. *PREREQUISITE: MUSIC 218. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 220 Concert Choir 6 (1-3)**
Continuation of MUSIC 219 with preparation and presentation of various selected choral works. Basic fundamentals of vocal production also studied in-depth. One required evening performance each quarter. *PREREQUISITE: MUSIC 219. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 227 Rendezvous Chamber Singers 4 (1-5)**
Preparation and presentation of choral music in classical, jazz and pop idioms. Some students may be involved as rhythm section players or sound technicians. Extensive performance demands are required. *BY AUDITION ONLY. PREREQUISITE: MUSIC 129 and Instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 228 Rendezvous Chamber Singers 5 (1-5)**
Preparation and presentation of choral music in classical, jazz and pop idioms. Some students may be involved as rhythm section players or sound technicians. Extensive performance demands are required. *BY AUDITION ONLY. PREREQUISITE: MUSIC 227 and Instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 229 Rendezvous Chamber Singers 6 (1-5)**
Preparation and presentation of choral music in classical, jazz and pop idioms. Some students may be involved as rhythm section players or sound technicians. Extensive performance demands are required. *BY AUDITION ONLY. PREREQUISITE: MUSIC 228 and instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 230.1 Private Instruction 4 (1)**
Individual instruction in voice or on any common instrument. Student pays instructor fee. *PREREQUISITE: MUSIC 130.3 and instructor's permission. Satisfies a humanities/fine arts/English for AA degree.*
- 230.2 Private Instruction 5 (1)**
Continued individual instruction in voice or on any common instrument. Students pay instructor fee. *PREREQUISITE: MUSIC 230.1 and instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 230.3 Private Instruction 6 (1)**
Individual instruction in voice or on any common instrument. Student pays instructor fee. *PREREQUISITE: MUSIC 230.2 and instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*
- 298 Independent Study (1-5)**
Encourages students to study independently in their fields of special interest in music. Each student meets on a tutorial basis with the instructor. *PREREQUISITE: Instructor's permission.*

Course Descriptions • Music • Natural Resources

299 Independent Study (1-5)
Encourages students to study independently in their fields of special interest in music. Each student meets on a tutorial basis with the instructor. *PREREQUISITE: MUSIC 298 and instructor's permission.*

Natural Resources (NATRS)

100 Introduction to Natural Resources (5)
Study of natural resources at an introductory level outdoors and in a classroom setting. Natural resources careers will be explored. Concepts of systems, Biomes forest biology, tree physiology, forest ecology, silviculture, water resources, fish and wildlife management, and fire ecology will be introduced. Forest history, forest policy, and forest ownership will be studied. *PREREQUISITE: Eligible for ENGL 100 and NATRS 172; or concurrent enrollment or instructor's permission.*

117 Aerial Photography Uses and Ground Based Mapping (2)
Study and use of maps and aerial photographs to interpret vegetation and landforms, measure distance and direction, and navigate. Aviation students will become proficient in identifying ground development through the use of aerial photography. Survey of remote sensing technologies and GPS systems, which are used in GIS and Aviation. Course not intended for Natural Resources majors. *PREREQUISITE: Eligible for ENGL 100 and any 100-level MATH or concurrent enrollment.*

130 Wildland Firefighter Training 1-100 and S-130/190 (4)
Training for Type 2 wildland firefighters in basic firefighting skills. Complies with Northwest Wildfire Coordinating Group standards for I-100, S-130, and S-190 courses. Coursework reviews the ICS organization, terminology, and common responsibilities. Includes standard firefighting orders, watch-out situations, human factors on the fire line, suppression tactics, incident response, basic fire behavior, emergency situations, risk management, and fire weather. Includes a one-day practicum. *This is a pass/no credit course.*

131 Advanced Wildland Firefighter Training S-131 (1)
Sequence training course for Type 2 wildland firefighters in advanced firefighting skills leading to squad boss (FFT1) and incident commander type 5 (ICT5). Complies with Northwest Wildfire Coordinating Group (NWCG) standards for S-131 course. Coursework is interactive and utilizes group discussions to evaluate documentation, communications, firefighting tactics, and safety/risk management. Documented wildfire

experience required to begin the course. *PREREQUISITE: NATRS 130 or instructor's permission or proof of certificate of ICS S-130 and S-190, and wildfire experience as documented in NWCG task book. This is a pass/no credit course.*

132 Wildland Firefighter Crew Boss S-230 (2)
Sequence training course for wildland firefighters leading to single resource Crew Boss. Complies with Northwest Wildfire Coordinating Group (NWCG) standards for S-230 course. Wildfire preparation, mission of the crew, mobilization, leadership, crew management and supervision, fire tactics and safety, off-line duties, demobilization, and post-incident responsibilities are studied. Completed task book of experience required. *PREREQUISITE: NATRS 131 or instructor's permission or proof of certificate of ICS S-131 and completed task book experience. This is a pass/no credit course.*

133 Wildland Firefighter Engine Boss S-231 (1)
Sequence training course for wildland firefighters leading to single resource Engine Boss. Complies with Northwest Wildfire Coordinating Group (NWCG) standards for S-231 course. Wildfire organization, mission of engines, mobilization, leadership, crew management and supervision, fire tactics and safety, travel, and fire business management responsibilities are studied. Students operate engine systems. *PREREQUISITE: NATRS 131 or instructor's permission or proof of certificate of ICS S-131 and completed task book experience. Engine Operator. This is a pass/no credit course.*

134 Intermediate Wildland Fire Behavior S-290 (3)
Sequence training course for wildland firefighters. Complies with Northwest Wildfire Coordinating Group (NWCG) standards for S-290 course. A rigorous study of the fire triangle, heat transfer, environmental factors that affect fire behavior, fuels, weather, topography, and changes of weather that affect safety. *PREREQUISITE: NATRS 130 or instructor's permission or proof of certificate of ICS-190. This is a pass/no credit course.*

161 Wildlife Habitat Management (5)
Study the management of wildlife and wildlife habitats to encourage incidence and diversity of mammals, birds, amphibians, and reptiles. Students will develop field wildlife research projects to aid management skills. Students will visit, observe, and participate in actual projects, which give the students the opportunity to see Pacific Northwest wildlife in its ever-changing

environments within the growing research-based industry. *PREREQUISITE: Eligible for ENGL 100; and NATRS 172 or instructor's permission.*

162 Biology and Conservation of Birds (3)
Major principles of natural history, avian reproductive biology, population ecology and conservation strategies for both hunted and nonhunted birds will be explored. Field identification skills and field methodologies will be introduced through indoor labs and field exercises. *PREREQUISITE: Eligible for ENGL 100; and NATRS 172 or concurrent enrollment; or instructor's permission.*

172 Computer Applications Overview (3)
Topics include data location collection techniques, Global Positioning Systems (GPS), hand-held data recorders, Excel uses, development of forestry databases, PowerPoint skills, map preparation using Geographic Information System (GIS) software, cost analysis techniques, and development of an employment portfolio. For Natural Resources students. *RECOMMENDED: NATRS 100 be taken concurrently. PREREQUISITE: BUS E 100 or instructor's permission.*

180 Natural Resources Measurements (5)
Application of algebra, geometry, and trigonometry to the solution of tree measurement, surveying, mapping, and orienteering problems. A calculator with trigonometric functions and capability is required. *PREREQUISITE: MATH 115T or equivalent with a grade of 1.0 or higher; or concurrent enrollment.*

181 Forest Navigation and Mapping (8)
The use of a compass and chain/tape, mapping, map reading, topography, orientation, area determination, triangulation, the U.S. survey system, notekeeping, field reporting, GPS (Global Positioning Systems), and pacing are learned. Extensive field exercises are used in individual, team, and group situations. Open and closed traverses of roads, trails, and areas will be conducted. *PREREQUISITE: NATRS 180 with a grade of 1.0 or higher, or instructor's permission.*

182 Air Photo Interpretation and Remote Sensing (5)
Study and use of maps and aerial photographs to interpret vegetation and landforms, measure distance and direction, and to navigate. Survey of remote sensing technologies, GPS and GIS systems. Extensive field exercises are used. Basic tree measurements are conducted. The student will apply previously learned mathematical concepts and field skills. *PREREQUISITE: NATRS 181 or concurrent enrollment.*

Course Descriptions • Natural Resources

183 Tree and Shrub Identification (5)

Collection of specimens and identification of common trees and shrubs found in Washington forests. The use of taxonomic keys is taught. Ecological characteristics and growth habits are studied. *PREREQUISITE: NATRS 172 or instructor's permission.*

184 Shrub and Wildflower Identification (5)

Collection of specimens and identification of common trees, shrubs, and wildflowers found in Washington forests. The use of taxonomic keys is taught. Ecological characteristics and growth habits are studied. *PREREQUISITE: NATRS 172 or instructor's permission.*

197 Wildland Recreation (3)

Students will learn skills needed to develop and manage wildland parks and recreational sites for private, state, and federal owners. Students will visit, observe, and participate in actual projects within the growing wildland recreational industry. *PREREQUISITE: Eligible for ENGL 100 and NATRS 172 or instructor's permission. Satisfies an activity requirement for AA degree.*

198-199 Independent Study (1-5)

Encourages Natural Resources students to study and develop independently their special interests. The student must obtain approval on his/her selected special study project from the instructor involved. *PREREQUISITE: Instructor's permission.*

210 Introduction to Soils (5)

An introductory study of the physical, chemical, and biological properties of soils. Emphasis on forest soils including soil genesis, morphology, nutrient cycling, plant nutrition, soil water, microbiology/soil organisms, soil surveys, and use of soil maps. Understanding the influence of humans and the natural environment on soils. One all-day field trip is required. *PREREQUISITE: BUS E 100 or NATRS 172; and ENGL 110 or concurrent enrollment; or instructor's permission.*

270 Stream and Wetland Ecology (5)

Students will gain an understanding of stream, pond, and wetland ecology. Stream and wetland dynamics, associated plant and animal ecology, streamflow hydraulics, and Washington Forest Practices Regulations will be studied. Measurements and sampling will be conducted within ponds, streams, and wetlands with follow-up analysis and reports. *PREREQUISITE: Eligible for ENGL 100 and NATRS 172; or instructor's permission.*

271 Stream and Wetland Restoration (5)

Stream and wetland restoration is an important issue in water and fish management. The student will be given the opportunity to evaluate fundamental ecological processes with the end result being restoration of streams and wetlands. The student will look at possible structure and functional issues within the riparian ecosystem. Each student will develop an efficient and productive restoration project addressing human-induced changes surrounding both aquatic and terrestrial components. The class will be taught with lecture, field sampling, demonstrations, and interviews with agencies and private organizations. *PREREQUISITE: Eligible for ENGL 100; and NATRS 100 and 172 or concurrent enrollment; or instructor's permission.*

272 Fish Identification and Habitat (5)

The study of the classification, identification, anatomy and physiology, age and growth, behavior, life history, and habitat of fish of the Pacific Northwest. Students examine the importance of fish in our society and investigate related regulations and policies. *PREREQUISITE: Eligible for ENGL 110 and NATRS 172 or instructor's permission.*

284 Road and Trail Engineering (6)

Road and recreational trail location priorities, location on topographic maps with grade, slope, and property line constraints; Forest Practice Regulations; harvesting and construction equipment; curve computation and field layout; slope staking and cut/fill computation; culvert location; surfaces and drainage; calculations for cut/fill and curves; plan and profile drawing of fieldwork. Extensive field exercises are used in team and group situations. *PREREQUISITE: NATRS 172 and 181 or equivalent, or concurrent enrollment.*

285 Forest Protection (5)

A study of forest health and the effects of wildfire, insects, disease, animal damage, and abiotic damage on natural resources. Classroom, field studies, and library research are used. *PREREQUISITE: ENGL 100 or concurrent enrollment; and NATRS 172 or equivalent or concurrent enrollment.*

286 Natural Resources Business Principles (5)

A study of human relations and business activities unique to small independent businesses and organizations. Emphasis on contract supervision and consulting/contracting in natural resources management. Interactions of individuals, teams and crews, organizations, and business ethics will be studied. Types of ownership,

organization, state and federal laws, contracts, taxation, insurance, payroll, finance, accounting, customer relations, personnel management, and negotiation will be learned. *PREREQUISITE: ENGL 100 or concurrent enrollment; and NATRS 172 or concurrent enrollment.*

290 Internship Seminar (1)

For career-oriented natural resources students as a sequential course to NATRS 294, Natural Resources Internship. Business letters, resumes, and applications are completed; interviewing skills and internship procedures are studied. Mock interviews and actual interviews for spring internships are conducted. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

292 Resource Sampling and Appraisal (8)

Since natural resources are valuable, students acquire skills and knowledge to measure, calculate, and sample resources and forest products to determine value using statistically valid procedures. A rigorous course utilizing skills and knowledge gained in previous Natural Resources courses. *PREREQUISITE: NATRS 182 and 285; or concurrent enrollment.*

293 Silvicultural Analysis (5)

Study of silvicultural practices common in management of natural resources in the Pacific Northwest. Prescriptions are written for specific management objectives. Resources and soils are inventoried. A research project is designed, measured, and reported. Students work independently, and in group projects, indoors and outdoors. *PREREQUISITE: Instructor's permission.*

294 Natural Resources Internship 1 (4)

Requires the student to work full time in a paid or volunteer position for an agency or company that will best help the student enhance his/her technical skills and prepare the student for career employment. The student must earn all 14 credits by working 462 hours during spring quarter following completion of the second year Natural Resources courses. Students will find and choose their employers and obtain instructor approval before beginning work. Students must have suitable field clothes and equipment for internship position. *PREREQUISITE: NATRS 290 and instructor's permission. This is a pass/no credit course.*

297-299 Independent Study (1-5)

Encourages Natural Resources students to study and develop independently in their special interest area. The student must obtain approval on his/her selected special study project from the instructor involved. *PREREQUISITE: Instructor's permission.*

Course Descriptions • Natural Science • Nursing

Natural Science (N SCI)**194 Special Topics Lecture (1-5)**

Non-lab science in which special subject matter is offered that is not part of the regular curriculum. Content varies from course to course.

Nursing (NURSE)**100 Nutrition (3)**

Introduces students to the fundamental nutritional concepts throughout the life span. The major focus will be on foods included in the food pyramid, which supply the major nutrients. *PREREQUISITE: Instructor's permission.*

101 Introduction to Computers in Nursing (1)

Introduction to the use of computers in nursing. Familiarizes students with computers and hospital computerized information systems. Students will explore a computer-based hospital information system; learn to apply the nursing process in nursing care development, and practice precise and accurate patient documentation. *PREREQUISITE: Instructor's permission.*

102 Introduction to Clinical Pharmacology in Nursing (3)

Introduction to clinical drug therapy with emphasis on the knowledge and interventions needed to maximize therapeutic effects and prevent or minimize adverse effects of drugs. Major content areas include basic concepts of pharmacology, groups of therapeutic drugs, prototypes of drugs, commonly prescribed individual drugs, drug effects on body tissues, and applying the nursing process in relation to prescribed therapy regimens. *PREREQUISITE: Enrollment in Practical Nursing program or instructor's permission.*

103 Drug Therapy and the Nursing Process (2)

Additional study of clinical pharmacological principles for practice, administration of medication, and the evaluation of the patient. Emphasis is on major drug classes (cardiovascular, respiratory, gastrointestinal, central nervous system) and the application of the nursing process. *PREREQUISITE: NURSE 102 or instructor's permission.*

104 Nursing 1–Fundamentals (6)

Introduction to the health-illness continuum. Concepts of basic health and nursing process are integrated throughout each unit. *PREREQUISITE: Completion of pre-admission requirements.*

105 Community Lab 1 (4)

Taken concurrently with NURSE 104. Laboratory experience in both long term and acute care settings provides the opportunity to learn basic nursing skills including patient/client health assessment, basic hygiene and assistance with activities of daily living. *PREREQUISITE: Concurrent enrollment in NURSE 104 and instructor's permission.*

106 Nursing 2 (8)

Diseases are studied through the identification of the relationships and similarities of health problems. This information can be applied to all age groups. *PREREQUISITE: NURSE 104 and 105; or instructor's permission.*

107 Nursing 2 Community Lab 2 (8)

Community lab experience planned concurrently with NURSE 106. Local health facilities utilized. *PREREQUISITE: Concurrent enrollment in NURSE 106.*

108 Introduction to Computer Case Studies in Nursing (2)

Using a computer-based hospital information system, nursing students will search a simulated client database to locate requested information and answer questions posed in exercises, including administration of medication, nursing care development, and documentation of nursing care. Students will gain problem-solving and organizational skills required to provide nursing care to adult and pediatric clients. *PREREQUISITE: Enrollment in Practical Nursing program or NURSE 101.*

109 Nursing 3 Community Lab 3 (8)

Lab experience planned concurrently with NURSE 110. *PREREQUISITE: Concurrent enrollment in NURSE 110.*

110 Nursing 3 (8)

Diseases are studied through the identification of the relationships and similarities of health problems. This information can be applied to all age groups. *PREREQUISITE: NURSE 109 or instructor's permission.*

112 Nursing 4 (6)

Concepts of mental, physical and emotional health of the mother and newborn are studied. Complex health problems through the life span are studied with focus on mental illness and complex medical conditions. *PREREQUISITE: NURSE 109 and 110 or instructor's permission. Enrollment in Practical Nursing program.*

113 Nursing 4 Community Lab 4 (6)

Lab experience planned concurrently with NURSE 112. *PREREQUISITE: NURSE 109 and 110; or instructor's permission; Concurrent enrollment with NURSE 112.*

114 Principles and Practice of Intravenous Therapy (2)

Provides the novice and experienced nurse with the basic knowledge and awareness of the skills necessary to initiate and monitor intravenous therapy. Methods of instruction are both didactic and practice. *PREREQUISITE: Enrollment in Practical Nursing program or instructor's permission.*

116 Nursing Issues and Delivery Systems (3)

Introduces the concepts and skills to assist the nurse to remain flexible in the ever-changing nursing care scene. Provides a brief historical overview of nursing practice. Identifies trends and nursing issues of the future. *PREREQUISITE: NURSE 104.*

117 Nursing Care Management and Concept Development (2)

Helps students develop strategies for better development of nursing care management. *PREREQUISITE: Enrollment in Practical Nursing program.*

118 Advanced Computer Case Studies in Nursing (1)

Focuses on concepts relevant to hospital information systems combined with critical thinking and analysis in a variety of clinical simulations. The main focus will be on the use of patient case studies to support clinical decision-making. *PREREQUISITE: Enrollment in Practical Nursing program or NURSE 101 or 108.*

119 Nursing Process Reports 1 (1)

Additional study of the nursing process, focused on oral patient data reports. *PREREQUISITE: NURSE 104.*

120 Nursing Process Reports 2 (1)

Additional study of the nursing process, focused on oral patient assessment and data reports. *PREREQUISITE: NURSE 104.*

121 Nursing Process Reports 3 (1)

Additional study of the nursing process, focused on more complex oral patient data reports. *PREREQUISITE: NURSE 104.*

122 Health Professionals CPR with AED (Automated External Defibrillator) (1)

Provides the Nurse Assistant and Practical Nurse students with the basic knowledge and skills for CPR for the Health Care Professional, including the use of the AED. The American Heart Association protocols will be followed. *PREREQUISITE: Enrollment in Practical Nursing or Nurse Assistant program.*

Course Descriptions • Nursing • Nursing Assistant • Occupational Therapy

198 Independent Study (1-10)

Meets special objectives of a licensed practical nurse from other states seeking licensure in Washington State. The student is responsible to meet with a Practical Nursing advisor and agree to a specific objective contract which identifies units, credits, and learning experiences to be completed. This contract is to be filed with the Dean of Instruction for Health Science and Family Studies. *PREREQUISITE: Instructor's permission.*

Nursing Assistant (NRS A)**100 Introduction to Nursing Care Studies (2)**

Students will develop skills necessary to improve learning and retention of nursing care and studies. Course includes skills of time management, study techniques, stress reduction and critical thinking. *For WorkFirst students only.*

101 Introduction to Nursing Care Studies 2 (1)

Students will develop additional skills to improve nursing communication and nurse assistant leadership role skills. *PREREQUISITE: NRS A 100, 102, and 103; and eligible for ENGL 090 and READ 094. For WorkFirst students only.*

102 Nurse Assistant Theory 1 (3)

Students will develop knowledge necessary to provide entry-level nurse assistant care. Course includes knowledge concepts of role, safety, physical/emotional care, psycho/social and beginning restorative skills/services. *PREREQUISITE: Concurrent enrollment in NRS A 103. For WorkFirst students only.*

103 Nurse Assistant 1 Skills (2)

Students will apply knowledge and develop physical skills necessary to provide entry-level nurse assistant care. Students will perform nursing skills in campus lab prior to patient, resident, and/or client care. *PREREQUISITE: Concurrent enrollment in NRS A 102. For WorkFirst students only.*

104 Nurse Assistant Theory 2 (2)

Students will gain additional knowledge and skills necessary to provide care to more complex patients/residents/clients. Students will gain additional knowledge/concepts of patients, residents, and clients' physical and psycho/social security. *PREREQUISITE: Concurrent enrollment in NRS A 101 and 105. For WorkFirst students only.*

105 Nurse Assistant 2 Skills (3)

Students will develop additional skills to improve basic nursing care to patients, residents, and clients with more complex conditions. *PREREQUISITE: Concurrent enrollment in NRS A 101 and 104. For WorkFirst students only.*

Occupational Therapy (OT)**100 Introduction to Occupational Therapy(3)**

The practice of occupational therapy, its history and philosophical base are introduced. Occupational Therapy Practice Framework: Domain and Process, the occupational therapy process, and the promotion of health are included. Ethics and professional behavior are introduced. *PREREQUISITE: Instructor's permission.*

102 Physical Disabilities 1 (4)

Study of anatomical, physiological and pathological factors relative to specific clinical conditions. Includes a study of basic treatment theory and techniques. Lab allows for practical experience in patient assessment, transfers and daily living skills. *PREREQUISITE: AP 103 or 205; and instructor's permission.*

105 Clinical Seminar 1 (1)

Students receive instruction in basics of client-therapist interaction, documentation, clinical issues, and therapeutic techniques. Also includes weekly discussion of concurrent clinical experiences. *PREREQUISITE: Instructor permission and concurrent enrollment in OT 177.*

106 Professional Advocacy Experience (1)

Students will become acquainted with therapy practitioners' responsibilities in professional activities and for promotion of occupational therapy to other professionals, consumers, third-party payers and the public. *PREREQUISITE: Instructor's permission.*

108 Psychosocial Dysfunction (5)

An understanding of techniques used to meet mental health needs within the occupational therapy setting. Includes the application of psychosocial frames of reference, clinical conditions, and the application of occupational therapy to these conditions. *PREREQUISITE: Instructor's permission.*

109 Developmental Disabilities (4)

Study of conditions that impede normal growth and development with special emphasis on cerebral palsy, mental retardation and learning disabilities. Developmentally appropriate occupational therapy treatment methods are explored with opportunity for experiential learning of patient handling techniques. *PREREQUISITE: Instructor's permission.*

110 Occupational Therapy Principles (4)

Students learn basic patient-therapist interaction, recordkeeping/documentation, special equipment usage, daily living skills, therapeutic intervention, and medical terminology.

115 Therapeutic Activities 1 (3)

Study of techniques and assessments used in a therapeutic environment. Includes basic therapeutic craft techniques, body mechanics with video taping, hand function assessments, visual impairments, and homemaking adaptations. *PREREQUISITE: Instructor's permission.*

116 Physical Disabilities 2 (5)

Second of a two-quarter sequence including the study of anatomical, physiological and pathological factors relative to specific clinical conditions. Includes a study of basic treatment theory and techniques. Lab allows for practical experiences in patient assessment and treatment techniques, transfers, positioning, daily living skills, splint fabrication, and patient assessment. *PREREQUISITE: AP 104 or 206; and instructors permission.*

177 Application of Occupational Therapy Co-op Experience 1 (1)

Students participate in supervised clinical experience with clients in a community health care facility. Includes observation, planning and implementation of client treatments as assigned by a clinical supervisor, and application of theory and treatment techniques. *PREREQUISITE: Instructor permission. This is a pass/no credit course.*

178 Application of Occupational Therapy Co-op Experience 2 (1)

Students participate in supervised clinical experience with patients in a community health care facility. Includes observation, planning and implementation of patient treatments as assigned by clinical supervisor. *PREREQUISITE: Instructor permission and concurrent enrollment in OT 206. This is a pass/no credit course.*

179 Application of Occupational Therapy Co-op Experience 3 (1)

Students participate in supervised clinical experience with clients in a community health care facility. Includes observation, planning and implementation of client treatments as assigned by clinical supervisor. *PREREQUISITE: Instructor permission and concurrent enrollment in O T 207. This is a pass/no credit course.*

194 Special Topics (1-2)

Intermediate level course designed to encourage students to complete study in a special area of Occupational Therapy. Students will attend class on a regular basis to complete course project. *PREREQUISITE: Instructor's permission.*

Course Descriptions • Occupational Therapy • Parent Child Education

198 Independent Study (1)

For students needing remediation for successful completion of fieldwork experiences or who wish to explore specific areas of OT in more depth. Students will participate in learning activities needed to remediate deficient areas. *PREREQUISITE: Instructor's permission.*

202 Ethics, Values and Responsibility in Health Care (3)

An advanced course where students learn through lecture/discussion and practical experiences those professional behaviors consistent with standards established by occupational therapy practice. To include knowledge of principles, professional development, and basic rules and laws governing OT practice.

204 Application of Activities (5)

Advanced level course incorporates application of theories in the analysis, selection and use of activities in a therapeutic environment which addresses needs of diverse patient populations. Documentation, recordkeeping, service operations, safety, and infection control responsibilities are included. *PREREQUISITE: OT 102 and OT 108.*

206 Clinical Seminar 2 (1)

Students receive instruction in basics of patient-therapist interaction, documentation, clinical issues, and therapeutic techniques. Also includes weekly discussion of concurrent clinical experiences. *PREREQUISITE: Instructor's permission and concurrent enrollment in OT 178.*

207 Clinical Seminar 3 (1)

Students receive instruction in basics of patient-therapist interaction, documentation, clinical issues, and therapeutic techniques. Also includes weekly discussion of concurrent clinical experiences. *PREREQUISITE: Instructor's permission and concurrent enrollment in OT 179.*

210 Therapeutic Adaptations (3)

An advanced course where students demonstrate previously learned technical skills as well as their knowledge of physical dysfunctions as they work with a variety of materials to design, modify and fabricate special equipment and assistive devices for the disabled. Skills needed to safely work with hand and power tools are stressed. *PREREQUISITE: O T 215 or instructor's permission.*

211 Pre-Fieldwork Experience Seminar (2)

Prepares student for successful completion of Level II fieldwork with emphasis placed on further development of documentation skills.

Additional topics include self-assessment in preparation for full-time fieldwork, job search skills, service operations, and supervision issues. *PREREQUISITE: Instructor's permission.*

212 Therapeutic Activities 2 (3)

Students learn to plan and implement socioculturally appropriate therapeutic leisure and social activities for patients/clients in a variety of community settings. Emphasis is placed on gradation and adaptation of leisure and social activities appropriate for a variety of patient/client diagnoses. *PREREQUISITE: Instructor's permission.*

215 Work Place Issues (3)

Provides students with classroom and lab instruction in the basics of woodworking, ergonomics, worksite ergonomic assessments and safety within the workplace. Students also gain experience instructing and supervising developmentally delayed clients in community workshop settings as well as performing task analysis and application of one-on-one teaching techniques. *PREREQUISITE: Instructor's permission.*

220 Therapeutic Group Leadership (2)

Group dynamics as related to occupational therapy are studied. Students learn to plan and implement activity groups appropriate to patients/clients of all ages. Group leadership skills are emphasized. *PREREQUISITE: Instructor's permission.*

250 Fieldwork Experience Seminar 1 (1)

Students will discuss and problem-solve fieldwork experiences, read and discuss literature appropriate to fieldwork and review OTA program content in preparation for national certification exam. *PREREQUISITE: Instructor's permission and concurrent enrollment in O T 277. This is a pass/no credit course.*

251 Fieldwork Experience Seminar 2 (1)

Students will discuss and problem-solve fieldwork experiences, read and discuss literature appropriate to fieldwork and review OTA program content in preparation for national certification exam. *PREREQUISITE: Instructor's permission and concurrent enrollment in O T 278. This is a pass/no credit course.*

277 Co-op Fieldwork Experience 1 (1-2)

Fieldwork experience includes practice in one of the following areas: physical disabilities, psychological dysfunction, geriatrics, developmental disabilities, pediatrics, work hardening/pain management, or hand therapy under the supervision of a licensed occupational therapy practitioner.

PREREQUISITE: Instructor's permission and concurrent enrollment in O T 250. This is a pass/no credit course.

278 Co-op Fieldwork Experience 2 (1-2)

Fieldwork experience includes practice in one of the following areas: physical disabilities, psychological dysfunction, geriatrics, developmental disabilities, pediatrics, work hardening/pain management, or hand therapy under the supervision of a licensed occupational therapy practitioner. *PREREQUISITE: O T 277 and instructor's permission and concurrent enrollment in O T 251. This is a pass/no credit course.*

Parent Child Education (PCE)

051-059 Parent-Child Education (0-1 year old) (1)

Through discussion and laboratory experience, parents will explore concepts and learn skills to improve parenting practices with children aged birth-12 months. Topics for discussion include growth and development, temperament, sleep, nutrition and child safety. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

061-069 Parent-Child Education (1-2 year old) (1)

Through group discussion and laboratory experience, parents will explore concepts and learn skills to improve parenting practices with children aged 12-24 months. Topics for discussion include growth and development, guidance and discipline, temperament, and language development. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

071-079 Parent-Child Education (2-3 year old) (1)

Through group discussion and laboratory experience, parents will explore concepts and learn skills to improve parenting practices with children aged 24-36 months. Topics for discussion include growth and development, guidance and discipline, play and learning, and anger management. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

081-089 Parent -Child Education (3-4 year old) (2)

Through lecture, group discussion, and laboratory experience, parents will explore concepts and learn skills to improve parenting practices with children aged 36-48 months. Topics for discussion include growth and development, guidance and discipline, family communication, and building self-esteem. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

Course Descriptions • Parent Child Education • Philosophy

091-099 Parent-Child Education (4-5 year old) (2)

Through lecture, group discussion, and laboratory experience, parents will explore concepts and learn skills to improve parenting practices with children aged 4-5 years. Topics for discussion include growth and development, guidance and discipline, family communication, building self-esteem, and school readiness. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

Philosophy (PHIL)**100 Introduction to Philosophy (5)**

An introductory survey of the major issues and problems of philosophy. Gives students a greater understanding of human experience through the examination of reality, knowledge and value. Questions posed may include: Does God exist? Do we act freely? Is the mind distinct from the body? Can we ever know anything for certain? and What really matters? *Satisfies a humanities/fine arts/English requirement for AA degree.*

102 Contemporary Moral Problems (5)

An introductory survey of the moral problems confronting contemporary society and civilization. Helps students better understand and deal with moral problems confronting them in everyday life. Includes discussion of such topics as abortion, sexual morality, war, biochemical technology, paternalism, discrimination, and capital punishment. *Satisfies a humanities/fine arts/English requirement for AA degree.*

103 Historical Survey–Ancient Philosophy (5)

Historical introduction to the ancient philosophy of western culture. Examines the beginnings of philosophy from pre-Socratic ancient Greece up to the early Christian era. Some of the philosophers include Thales, Pythagoras, Heraclitus, Parmenides, Socrates, Plato, Aristotle, and Epicurus. Historical perspective shows the interaction between the philosophies of a particular time, their social and political life, as well as the evolution of philosophical thought over this 600-year period. Emphasizes how past thinkers have influenced current thought and practice. *Satisfies a humanities/fine arts/English requirement for AA degree.*

104 Historical Survey–Medieval Philosophy (5)

Historical introduction to the medieval philosophy of western culture. Looks at the period of philosophy from the early Christian era through the scholasticism of the Medieval period. Some of the philosophers included would be St. Augustine, St. Anselm, Averroes,

St. Thomas Aquinas, Duns Scotus and William of Ockham. Historical perspective shows the interaction between the philosophies and social and political life of a particular time, as well as the evolution of philosophical thought over this thousand-year period. Emphasizes how past thinkers have influenced current thought and practice. *Satisfies a humanities/fine arts/English requirement for AA degree.*

105 Historical Survey–Modern Philosophy (5)

Historical introduction to the renaissance and contemporary philosophy of western culture. Examines the period of philosophy from the humanism of the Renaissance through the natural language philosophy and existentialism of this century. Some of the philosophers included are Descartes, Hobbes, Locke, Leibniz, Berkeley, Hume, Marx, Mill, James, Kierkegaard, and Wittgenstein. Historical perspective shows the interaction between the philosophies and the social and political life of a particular time, as well as the evolution of philosophical thought through this 600-year period. Emphasizes how past thinkers have influenced current thought and practices. *Satisfies a humanities/fine arts/English requirement for AA degree.*

110 Social and Political Philosophy (5)

An introductory survey of fundamental social and political issues such as liberty, justice, fairness, democracy, peace and human survival. Helps students better understand and deal with issues and problems that arise in the context of social and political interaction. Sample topics: What is a just distribution of income? Is majority rule the best form of government? Should there be limits to free speech? Is one ever justified in disobeying the law? *Satisfies a humanities/fine arts/English requirement for AA degree.*

112 Ethics in the Workplace (5)

An introductory survey of the ethical issues and problems that arise in workplace, professional, and organizational situations. Helps students identify and solve these problems within the framework of ethical theory. Some of the issues covered are negotiation, sexual harassment, comparable worth, whistle-blowing, and the rights and responsibilities of employers and employees. *Satisfies a humanities/fine arts/English requirement for AA degree.*

114 Philosophical Issues in Law (5)

An introductory survey of various philosophical issues that arise in law and legal reasoning. Increases students' skills in the analysis and critical assessment of legal issues and reasoning. Philosophers of law and lawyers draw materials from actual law cases, as well as from writing. Topics include criminal

responsibility, civil disobedience, abortion, reverse discrimination, and enforcement of morals. *Satisfies a humanities/fine arts/English requirement for AA degree.*

115 Reasoning in Everyday Life (5)

An introductory survey of the primary elements of reasoning and critical thinking. Helps students develop their thoughts in a clear, logical fashion in order to analyze and evaluate their own reasoning and that of others, and to make decisions rationally. Students learn these skills by applying them to real-life situations, such as conversations, television presentations, political speeches, editorials, and other writings on various topics. *Satisfies a humanities/fine arts/English requirement for AA degree.*

120 Introduction to Logic (5)

An introductory survey of the quantitative techniques used in symbolic logic, including both sentential and predicate logic. Helps students understand and apply concepts concerning logical properties and relationships. Topics include translating from a natural to an artificial symbolic language, validity of arguments, logical implication, equivalency, and consistency. *Satisfies a natural science requirement, or under certain conditions, the quantitative component of the basic skills requirement for AA degree.*

160 Introduction to the Philosophy of Science (5)

An introductory survey of how scientific theories are justified and why they are accepted, using examples from the history of science. Helps students better understand and deal with issues relating to the kinds of explanations used in the physical and social sciences. Students will gain a deeper understanding of how these issues are central to disciplines such as biology, psychology, physics, sociology, history, geology, anthropology, and economics. *Satisfies a humanities/fine arts/English requirement for AA degree.*

194 Special Topics (varies) (1-5)

Offers special philosophical subject matter that is not part of the regular curriculum. Content varies from course to course depending on requests from students or the opportunity to present unusual topics.

199 Independent Study (1-5)

Encourages a student to study independently in a field of his/her special interest in philosophy. Each student meets on a tutorial basis with the instructor. *PREREQUISITE: Two courses in philosophy, a topic that some member of the department is qualified to direct and evaluation, and permission of the division chair and instructor.*

Course Descriptions • Philosophy • Photography

200 Introduction to the Philosophy of Religion (5)

An introductory survey of issues encountered in the philosophy of religion. Familiarizes students with philosophical issues relating to God, the soul, faith, evil and immortality. Topics include: Is there proof for the existence of God? Is there at least one good reason to believe there is a God? What is God's nature? If there is a God, how can we account for the existence of evil? Is revelation possible? Do we have souls, and if so, are these souls immortal? *Satisfies a humanities/fine arts/English requirement for AA degree.*

206 Philosophical Issues in Sex and Gender (5)

An introduction to the major philosophical issues and problems in sex and gender, including such topics as pornography, representation of men and women in the media, sexism, family, work, justice and gender, gender and politics, and men's movements. *Satisfies a humanities/fine arts/English requirement for AA degree.*

210 Comparative Religion (5)

An introductory survey of the main philosophies in India, China and Japan. Helps students understand the philosophical similarities between these systems, especially as they relate to reality, value, knowledge and religion. Topics include Hinduism, Zoroastrianism, Jainism and Zen. *Satisfies a humanities/fine arts/English requirement for AA degree.*

215 Advanced Studies in Formal Logic (5)

Continuation of the study of quantitative techniques used in symbolic (formal) logic, including advanced study in predicate logic and possibly in modal logic. The issues relating to incompatibility/undecidability will be addressed, as well as the issues of completeness/incompleteness as students analyze deductive systems in general. The instructor may choose to study set theory and deductive systems within this area. *PREREQUISITE: PHIL 120 with a grade of 2.0 or higher and eligible for MATH 102; or instructor's permission. Satisfies a natural science requirement for AA degree, or under certain conditions, the quantitative component of the basic skills requirement for AA degree.*

220 Introduction to Eastern Philosophy (5)

An introductory survey of the main philosophies of South and East Asia. Helps students understand the philosophical similarities between these systems, especially as they relate to reality, value, knowledge and religion. Topics include Hinduism, Buddhism, Confucianism, Mohism, and Daoism. *Satisfies a humanities/fine arts/English requirement for AA degree.*

238 Introduction to the Philosophy of Human Rights (5)

An introductory survey of some of the major issues concerning human rights. Sample topics include: Are there such things as human rights? Are human rights universal or are they culturally relative? Do human rights only reflect "Western values," or do they also apply in societies with "Asian values"? How do we understand the rights of women, gays, and lesbians as human rights issues? How can the development of women rights be viewed as a microcosm of the development of human rights? Do future generations have rights? *Satisfies a humanities/fine arts/English requirement for AA degree.*

240 Introduction to Ethics (5)

An introductory survey of some of the major theories concerning the nature of right and wrong and good and bad. Helps students better understand and analyze competing ethical or moral claims based on such standards as happiness, duty, human nature, theology and custom. Topics include value theory, free will and determinism, ethical absolutism, egoism, altruism, the ethical person, and the moral community. *Satisfies a humanities/fine arts/English requirement for AA degree.*

299 Independent Study (1-5)

Encourages a student to study independently in a field of his/her special interest in philosophy. Each student meets on a tutorial basis with the instructor. *PREREQUISITE: Two courses in philosophy, a topic that some member of the department is qualified to direct and evaluate, and permission of the division chair and instructor.*

Photography (PHOTO)**101 Beginning Black and White Photography (5)**

Stimulates an interest in and furthers the understanding of the techniques and principles of photography. Introduces the student to camera lenses, types of black and white film, proper film exposure, black and white film processing, and basic printmaking. 35mm film camera required. *Satisfies an activity or humanities/fine arts/English requirement for AA degree.*

102 Intermediate Black and White Photography (5)

For students who have learned the fundamentals of photography in Beginning Black and White Photography. Concentrates on the more complex aspects of good exposure and printmaking skills while increasing photographic concepts and vision. Students have an opportunity to experiment with black and white techniques. 35 mm film

camera required. *PREREQUISITE: PHOTO 101. Satisfies a humanities/fine arts/English requirement for AA degree.*

103 Advanced Black and White Photography (5)

For the student who has chosen to use photography as a form of creative expression. The art and craft of fine printmaking will be studied. Work of master photographers will be reviewed. The process of describing, interpreting, evaluating and theorizing photographs will be studied. Students will be directed toward independent personal projects. 35mm film camera required. *PREREQUISITE: PHOTO 102. Satisfies a humanities/fine arts/English requirement for AA degree.*

104 Beginning Digital Photography (5)

Stimulates an interest in and furthers the understanding of the techniques and principles of digital photography. Introduces the student to camera and lens operation, memory cards, file formats, exposure, white balance, composition, lighting, basic digital imaging software techniques and output options. Digital camera required. *Satisfies a humanities/fine arts/English requirement for AA degree.*

105 Basic Photographic Lighting (5)

Introduction to the basic elements, concepts, principals, and laws of photographic lighting. The physical properties and qualities of direct and indirect lighting will be discussed and demonstrated. Instruction in basic portrait, product and still-life lighting techniques using tungsten lighting equipment. Projects will familiarize students with diverse methods in lighting for form, texture, separation and image control. *PREREQUISITE: PHOTO 101.*

106 Advanced Photographic Lighting (5)

The use of electronic flash lighting techniques and equipment in the studio is explored through specific lighting assignments in both black and white and color. Emphasis on special applications of lighting methods for difficult objects, surfaces, shapes and portrait settings. Artificial and natural light combinations will be discussed and demonstrated. Development of lighting problem solving skills will be a strong component. *PREREQUISITE: PHOTO 105.*

197 Independent Study (1-5)

Encourages students to study and develop independently in their major area of advanced photography. Students will develop their own objectives, evaluation criteria, and performance standards in conjunction with the appropriate instructor. *PREREQUISITE: Instructor's permission.*

204 Digital Photography 2: Portfolio (5)

Continuation and perfection of the techniques introduced in PHOTO 104. Students will

Course Descriptions • Photography • Physical Education

become more technically and aesthetically competent with the camera and computer as tools of visual communication in the medium of digital photography. Students will continue to combine the uses of montage, collage and image correction into a related body of work or portfolio. Digital camera required. *PREREQUISITE: PHOTO 104. Satisfies a humanities/fine arts/English requirement for AA degree.*

Physical Education (P E)**101 Physical Fitness Lab (2)**

A lifetime fitness and wellness course for men and women focusing on cardiorespiratory fitness. The class utilizes aerobic machines (ADA) in the fitness center. Fitness and wellness-related lecture and lab activities focus on cardiorespiratory endurance, reduction or maintenance of body fat levels, safe and sound activity principles, nutrition, weight management/control, and risk factors for disease. *Satisfies a lifetime fitness/wellness requirement for AA degree.*

102 Jogging (2)

A lifetime fitness and wellness course for men and women focusing on cardiorespiratory fitness through jogging on our walking track, campus trails, and in nearby neighborhoods. Fitness and wellness-related lecture and lab activities focus on cardiorespiratory endurance, reduction or maintenance of body fat levels, safe and sound activity principles, nutrition, weight management/control, and risk factors for disease. *Satisfies a lifetime fitness/wellness requirement for AA degree.*

103 Total Physical Fitness (3)

A lifetime fitness and wellness course for men and women emphasizing total body fitness focusing on aerobic activity and resistance training. Fitness and wellness-related lecture and lab activities focus on cardiorespiratory endurance, muscular strength and endurance, safe and sound activity principles, nutrition, and risk factors for disease. *Satisfies a lifetime fitness/wellness requirement for AA degree.*

107 Basketball (1)

A physical activity course for men and women focusing on the fundamentals of basketball as a lifetime leisure activity. Enables the participant to practice and acquire proper techniques and strategies associated with basketball and learn the rules governing the game.

108 Tennis (1)

A physical activity course for men and women focusing on the fundamentals of tennis as a lifetime leisure activity. Enables the participant to practice and acquire proper techniques and strategies associated with tennis and learn the rules governing the game.

109 Court Games (3)

A physical activity course for men and women focusing on the fundamentals of badminton, pickleball, and volleyball as lifetime leisure activities. Enables the participant to practice and acquire proper techniques and strategies associated with badminton, pickleball, and volleyball and learn the rules governing each game.

110 Golf (1)

A physical activity course for men and women focusing on the fundamentals of golf as a lifetime leisure activity. Enables the participant to practice and acquire proper techniques and strategies associated with golf and learn the rules governing the game.

111 Aerobic Walking (2)

A lifetime fitness and wellness course for men and women focusing on cardiorespiratory fitness through aerobic walking on our walking track, trails, and nearby neighborhoods surrounding the campus. Fitness and wellness-related lecture and lab activities focus on cardiorespiratory endurance, reduction or maintenance of body fat levels, safe and sound activity principles, nutrition, weight management/control, and risk factors for disease. *Satisfies a lifetime fitness/wellness requirement for AA degree.*

112 Karate (1)

A physical activity course for men and women focusing on the basics of traditional Shito-Ryu karate. Students will receive instruction in proper sport or self-defense etiquette, Japanese terminology, traditional Kata (form), basic self-defense techniques, basic blocks, kicks, and bag workout.

113 Group Dynamic Activities (1)

A physical activity course for men and women of all ages focusing on self-confidence and team-building skills through participation in a graduated series of problem-solving and challenge activities. Employs initiative activities, games, and an adventure-based challenge/ropes course. Meets two 8-hour days.

114 Cardio Conditioning (1)

A physical activity course for men and women focusing on cardiorespiratory fitness using treadmills, stationary bicycles, stair climbers, rowing machines, cross-country ski machines, elliptical trainers, arc trainers, and ADA SciFit. Develops general endurance of the respiratory and circulatory systems, reduces or maintains body fat levels, and provides knowledge in safe and sound activity principles.

115 Kick-Box Aerobics (1)

A physical activity course for men and women focusing on cardiorespiratory fitness using skills and techniques of kick-boxing combined with music. Develops general endurance of the respiratory and circulatory systems, reduces or maintains body fat levels and teaches basic martial art skills such as punching, kicking, knee raises, and many combinations.

117 Badminton/Pickleball (1)

A physical activity course for men and women focusing on the fundamentals of badminton and pickleball as lifetime leisure activities. Enables participants to practice and acquire proper techniques and strategies associated with badminton and pickleball and learn the rules governing both games.

118 Volleyball (1)

A physical activity course for men and women focusing on the fundamentals of volleyball as a lifetime leisure activity. Enables the participant to practice and acquire proper techniques and strategies associated with volleyball and learn the rules governing the game.

119 Intermediate and Advanced Volleyball (1)

A physical activity course for men and women focusing on intermediate and advanced volleyball skills and strategies. Students will practice and acquire intermediate and advanced techniques and skills associated with volleyball. *PREREQUISITE: PE 118 or instructor's permission.*

121 Badminton (1)

A physical activity course for men and women focusing on the fundamentals of badminton as a lifetime leisure activity. Enables the participant to practice and acquire proper techniques and strategies associated with badminton and learn the rules governing the game.

122 Archery (1)

A physical activity course for men and women focusing on the fundamentals of archery as a lifetime leisure activity. Enables the participant to practice and acquire proper techniques, strategies, and safety procedures associated with archery and gain knowledge of proper archery etiquette.

124 Indoor Soccer (1)

A physical activity course for men and women focusing on the fundamentals of indoor soccer as a lifetime leisure activity. Enables the participant to practice and acquire proper techniques and strategies associated with soccer and learn the rules governing the game. Played in the main gymnasium.

Course Descriptions • Physical Education

- 125 Soccer (1)**
A physical activity course for men and women focusing on the fundamentals of soccer as a lifetime leisure activity. Enables the participant to practice and acquire techniques and strategies associated with soccer and learn the rules governing the game.
- 129 Pickleball (1)**
A physical activity course for men and women focusing on the fundamentals of pickleball as a lifetime leisure activity. Enables the participant to practice and acquire techniques and strategies associated with pickleball and learn the rules governing the game.
- 131 Weight Training (2)**
A lifetime fitness and wellness course for men and women focusing on muscular strength and endurance through resistance training with Nautilus and Cybex machines and free-weights. Fitness and wellness-related lecture and lab activities focus on safe and effective resistance training principles, basic functional anatomy, muscular strength and endurance, and basic nutrition. *Satisfies a lifetime fitness/wellness requirement for AA degree.*
- 132 Strength Conditioning (1)**
A physical activity course for men and women focusing on muscular strength and endurance through resistance training with Nautilus and Cybex machines and free-weights. Emphasizes safe and effective resistance training principles and muscular strength and endurance.
- 134 Tai Chi 1 (1)**
A physical activity course for men and women focusing on Tai Chi as a lifetime leisure activity. Students learn the first half of the complete Chen Style Simplified 24 Form and qigong exercises. Tai Chi practice is suitable for the general population as well as athletes. Benefits may include stress reduction, increased stamina, and injury prevention through an improvement in joint stability and broader range of motion. Prepares students for Tai Chi 2.
- 136 Yoga 1 (1)**
A physical activity course for men and women focusing on Hatha yoga as a lifetime leisure activity. Emphasizes a progressive system of relaxation, movement, and conditioning techniques and a non-dogmatic approach to yoga focusing on flexibility-stretching and relaxing body and mind.
- 137 Body Toning (1)**
A physical activity course for men and women focusing on total body conditioning using hand-held weights, bands, and exercises set to music. Improves cardiorespiratory endurance, body composition, flexibility, and muscular strength and endurance.
- 138 Aerobic Dance (1)**
A physical activity course for men and women focusing on cardiorespiratory fitness using high and low impact aerobic techniques set to music. Develops general endurance of the respiratory and circulatory systems, reduces or maintains body fat levels, and provides knowledge in safe and sound activity principles.
- 139 Step Aerobics (1)**
A physical activity course for men and women focusing on cardiorespiratory fitness using bench/step aerobics set to music. Develops general endurance of the respiratory and circulatory systems, reduces or maintains body fat levels, and provides knowledge in safe and sound activity principles.
- 140 Step and Weights (1)**
A physical activity course for men and women focusing on total body conditioning. Improves cardiorespiratory endurance, body composition, flexibility, and muscular strength and endurance using steps for aerobic activity and dumbbells for resistance training. Aerobic activity will be followed by resistance training.
- 141 Qi Gong (1)**
A physical activity course for men and women using Qi Gong to focus on balance, interior training, energy, and body awareness. Students are lead by the instructor through slow movements resulting in improved balance, reduced stress, enhanced breathing, improved joint health and stability and reduced blood pressure. Qi Gong is suitable for all ages.
- 143 Karate and Kickbox Aerobics (1)**
A physical activity course for men and women focusing on karate and kick-box aerobics using traditional Shito-Ryu karate and kick-boxing combined with music. Students will receive instruction in karate etiquette, Japanese terminology, traditional Kata form, basic self-defense, basic blocks, kicks, and bag workout. Participation in karate will be followed by kick-box aerobics.
- 144 Cross-Training (1)**
A physical activity course for men and women focusing on enhancing physical performance. Training options include indoor and/or outdoor running, interval training, core training, and various speed and agility drills. Develops general strength and endurance of the respiratory and circulatory systems, reduces or maintains body fat levels, and provides knowledge in safe and sound fitness training principles.
- 147 Pilates/Yoga (1)**
A physical activity course for men and women uniting Pilates and yoga to focus on training core muscle groups; abdomen, lower back, hips, and buttocks. Focuses on building a stronger, healthier body, and improving posture, circulation, energy and stamina. Emphasizes stretching and relaxing the mind and body.
- 148 CORE Training (1)**
A physical activity course for men and women utilizing Swiss balls and free weights (dumbbells) to build core strength and functional fitness. Designed to tone the entire body with special emphasis on progressively challenging the spinal extensors and deep abdominal muscles.
- 149 CORE Training for Health (2)**
A lifetime fitness and wellness course for men and women utilizing Swiss balls and free weights (dumbbells) to build core strength and functional fitness. Core training progressively challenges the spinal extensors and deep abdominal muscles. Fitness and wellness-related lecture and lab activities emphasize health benefits, disease prevention, basic nutrition and anatomy, resistance principles, and safe, effective activity techniques. *Satisfies a lifetime fitness/wellness requirement for AA degree.*
- 150 Intermediate Basketball (1)**
A physical activity course for men and women focusing on skills and techniques associated with intermediate basketball. Students will practice and acquire intermediate skills and techniques and apply the rules governing the game. *PREREQUISITE: P E 107 or Instructor's permission.*
- 160 Exercise and Nutrition (3)**
A lifetime fitness and wellness course for men and women focusing on cardiorespiratory fitness, resistance training, and nutrition education. Fitness and wellness-related lecture and lab activities include fitness and nutrition, safe and effective principles of activity, healthy food choices, caloric needs and recommendations, micronutrients, macronutrients, phytochemicals, antioxidants, diet and disease, and weight management. *Satisfies a lifetime fitness/wellness requirement for AA degree.*
- 165 Exercise and Health (3)**
A lifetime fitness and wellness course for men and women focusing on cardiorespiratory fitness, resistance training and disease prevention education. Fitness and wellness-related lecture and lab activities include safe and effective activity principles, benefits of physical activity, and prevention of disease including cardiovascular disease, cancer, osteoporosis, diabetes, and stroke. *Satisfies a lifetime fitness/wellness requirement for AA degree.*

Course Descriptions • Physical Education • Physical Therapy

193 Field Hiking (1-2)

A physical activity course focusing on field hiking for students concurrently enrolled in GRCC's Study Abroad Program. Develops cardiorespiratory endurance, allows students to practice safe hiking techniques, observe proper protocol, and experience various types of hikes. May include urban river and greenway hikes, forested mountain hikes, desert mountain hikes, historic trail hikes, and beach hikes. An initial orientation will include information on basic principles of aerobic activity, heat and sun exposure, 10 essentials for hiking and hiking etiquette. *PREREQUISITE: Concurrent enrollment in GRCC Study Abroad Program.*

198 Independent Study—Physical Education (1-3)

Enables students with a basic knowledge in a discipline to pursue areas of special interest when there is no offering in the regular curriculum. *PREREQUISITE: Instructor's permission.*

201 Advanced Physical Fitness Lab (2)

A physical activity course for men and women which allows students to continue and advance their health and fitness knowledge and their aerobic activity using treadmills, stationary bicycles, stair climbers, rowing machines, cross-country ski machines, elliptical trainers, arc trainers, and ADA SciFit machine. *PREREQUISITE: P E 101 or instructor's permission.*

202 Physical Fitness Lab (2)

A physical activity course for men and women which allows students to continue and advance their health and fitness using treadmills, stationary bicycles, stair climbers, rowing machines, cross-country ski machines, elliptical trainers, arc trainers, and ADA SciFit machine. *PREREQUISITE: P E 201 or instructor's permission.*

207 Advanced Basketball (1)

A physical activity course for men and women focusing on the advanced skills of basketball as a lifetime leisure activity as well as a competitive sport. Enables students to continue to practice proper techniques and strategies associated with basketball, learn the rules governing the game, and focus on advanced technical skills. *PREREQUISITE: P E 150 or instructor's permission.*

210 Intermediate Golf (1)

A physical activity course for men and women focusing on golf as a lifetime leisure activity. Students will practice and acquire intermediate skills and techniques associated with golf. *PREREQUISITE: P E 110 or instructor's permission.*

211 Advanced Tennis (1)

A physical activity course for men and women focusing on the advanced skills of tennis as a lifetime leisure activity as well as a competitive sport. Enables students to continue to practice proper techniques and strategies associated with tennis, learn the rules governing the game, and focus on advanced technical skills. *PREREQUISITE: P E 108 or instructor's permission.*

212 Advanced Jogging (2)

A physical activity course for men and women which allows students to continue and advance their health and fitness through jogging. Students jog on the walking track, campus trails, and through nearby neighborhoods. *PREREQUISITE: P E 102.*

215 Advanced Aerobic Walking (2)

A physical activity course for men and women which allows students to continue and advance their health and fitness through aerobic walking. Students walk on the campus track, campus trails, and through nearby neighborhoods. *PREREQUISITE: P E 111.*

216 Advanced Karate (1)

A physical activity course for men and women focusing on advanced techniques of traditional Shito-Ryu karate, traditional Kata (form) and other techniques. Students will receive instruction in competition sport techniques, rules, and sparring. Japanese terminology, self-defense and basic techniques, or previous martial arts experience

224 Advanced Soccer (1)

A physical activity course for men and women focusing on the fundamentals of soccer as a lifetime leisure activity as well as a competitive sport. Enables students to continue to practice proper techniques and strategies associated with soccer, learn the rules governing the game, and focus on advanced technical skills. *PREREQUISITE: Instructor's permission.*

231 Advanced Weight Training (2)

A physical activity course for men and women which allows students to continue and advance their health and fitness knowledge and their muscular strength and endurance through resistance training with Nautilus and Cybex machines and free-weights. *PREREQUISITE: P E 131 or instructor's permission.*

234 Tai Chi 2 (1)

A physical activity course for men and women focusing on Tai Chi as a lifetime leisure activity. Students learn the second half of the complete Chen Style Simplified 24 Form and qigong exercises. Tai Chi practice is suitable for the general population as well as athletes. Benefits may include stress reduction,

increased stamina, and injury prevention through an improvement in joint stability and broader range of motion. *PREREQUISITE: P E 134.*

236 Yoga 2 (1)

A physical activity course for men and women focusing on Hatha yoga as a lifetime leisure activity. Emphasizes a progressively advanced system of relaxation, movement, and conditioning techniques and a non-dogmatic approach to yoga focusing on flexibility, stretching and relaxing body and mind. Prior yoga experience required.

251 Advanced Sport Conditioning (2)

A physical activity course for men and women using aerobic activity, anaerobic activity, and weight training. Allows students to continue training and gain information appropriate for sport-specific conditioning. *PREREQUISITE: P E 151.*

253 Advanced Total Physical Fitness (3)

A physical activity course for men and women emphasizing total body fitness focusing on aerobic activity and resistance training. Allows students to continue and improve their total physical fitness. *PREREQUISITE: P E 103.*

298 Independent Study (1-3)

Enables students with basic knowledge in a discipline to pursue areas of special interest when there is no offering in the regular curriculum. *PREREQUISITE: Instructor's permission.*

Physical Therapy (P T)**101 Introduction to Physical Therapy (3)**

An introduction to physical therapy emphasizing the role and practice of the health practitioner, documentation, ethics, standards of practice and the law. The history and organization of the profession will also be covered. *PREREQUISITE: Instructor's permission.*

102 Therapeutic Interaction in Health Care (2)

An exploration of the skills, behaviors, and attitudes necessary for effective patient-practitioner interaction, peer interaction and team participation. *PREREQUISITE: Instructor's permission.*

105 Patient Care Skills (3)

Introduction to patient care including medical terminology, vital signs, universal precautions/aseptic technique, body mechanics, assisted ambulation and transfers, patient positioning and draping, passive range of motion and handling techniques/therapeutic touch. *PREREQUISITE: Instructor's permission.*

Course Descriptions • Physical Education • Physics

110 Principles of Physical Therapy Agents 1 (5)

Introduction and practice of external compression and bandaging; length, girth, and volumetric measurement; thermotherapy including superficial heat, cryotherapy and paraffin; hydrotherapy; wound care and assessment; massage; and pulmonary hygiene. *PREREQUISITE: P T 105.*

111 Principles of Physical Therapy Agents 2 (6)

The study and application of physical therapy agents including ultrasound, phonophoresis, iontophoresis, electromagnetic radiation, electrotherapy, biofeedback, cervical and lumbar traction. *PREREQUISITE: P T 110.*

112 Functional Training (2)

The study and practice of functional training techniques used in the treatment of physical dysfunction. *PREREQUISITE: H SCI 101.*

113 Posture and Movement (4)

The study of the principles and assessment of posture, the mechanics and assessment of typical and atypical gait, and the function of prostheses and orthoses. *PREREQUISITE: H SCI 102.*

114 Tests and Measurements (2)

The study and application of tests and measurements used to gather data about muscle strength, range of motion (ROM) and flexibility. *PREREQUISITE: H SCI 102.*

130 Survey of Pathophysiology (5)

An exploration of disease processes and their effects on rehabilitation. Includes general pathology and descriptions of specific diseases, medications, lab values, and diagnostic tests. *PREREQUISITE: H SCI 102.*

151 Clinical Preparation (1)

Discussion of topics preparing student for clinical experience including the development of an individualized clinical education plan. *PREREQUISITE: P T 110.*

199 Independent Study (1-8)

Students may participate in an in-depth study of specific areas of physical therapy through library research, field investigation, experience in selected activities, or structured clinical activity under instructor guidance. Maximum of 8 credits. *PREREQUISITE: Instructor's permission.*

201 Issues in Health Care (3)

A study of the relationship of medical, legal and socioeconomic issues to the practice of physical therapy. Discussions will relate topics in health care to physical therapist assistant practice, and explore management concerns and fiscal issues in physical therapy.

210 Therapeutic Exercise (5)

Instruction in the theory and principles of therapeutic exercise and selected kinesiology and neurologic principles related to therapeutic exercise. *PREREQUISITE: P T 114.*

211 Advanced Rehabilitation Procedures (6)

Focuses on theory and application of physical therapy techniques to the treatment of specific disabilities primarily of neurologic origin. *PREREQUISITE: P T 210.*

212 Acute Care (3)

Exploration of physical therapy in acute care including cardiac care, pulmonary care, burn care and geriatrics. *PREREQUISITE: P T 130.*

213 Orthopedic Therapy (5)

Exploration of orthopedic pathology and common diagnostic procedures. The study of therapeutic exercise, manual techniques and principles of tissue healing in relationship to orthopedic conditions encountered in the practice of physical therapy. *PREREQUISITE: P T 210.*

251 Clinical Supervision 1 (1)

Clinical supervision group will discuss and develop skills required for effective practice including the patient interview, the identification and reporting of suspected domestic violence, issues in pharmacology, therapeutic interaction and effective problem solving. *PREREQUISITE: P T 151 and concurrent enrollment in PT 277.*

252 Clinical Supervision 2 (1)

Clinical supervision group will discuss and develop skills required for employment and practice including therapeutic interaction, problem solving, issues of cultural competency, and patient advocacy as well as relating concepts to concurrent experience in P T 278. *PREREQUISITE: P T 251 and concurrent enrollment in P T 278.*

253 Clinical Supervision 3 (1)

Supervision for students completing full-time clinical affiliations. Students present and suggest solutions for clinical problems encountered, identify appropriate resources for problem resolution, and complete a final program examination in preparation for the licensure examination. *PREREQUISITE: P T 252 and concurrent enrollment in P T 279 or P T 280. This is a pass/no credit course.*

277 Clinical Affiliation 1 (1)

Supervised clinical experience to familiarize the student with a clinical setting in which physical therapy is practiced. Student will be expected to actively participate in patient care, applying knowledge and skills from coursework to date.

PREREQUISITE: Concurrent enrollment in P T 251. This is a pass/no credit course.

278 Clinical Affiliation 2 (1)

A supervised clinical experience to familiarize the student with a clinical setting in which physical therapy is practiced. Setting will be different than that of P T 277. Student will be expected to participate in patient care, applying knowledge and skills from coursework to date. *PREREQUISITE: Concurrent enrollment in P T 252. This is a pass/no credit course.*

279 Clinical Affiliation 3 (7)

Internship requiring practical performance and application of physical therapy procedures and techniques under supervision in a selected clinical setting that may be inpatient, outpatient or specialized practice. *PREREQUISITE: P T 278 and concurrent enrollment or completion of P T 253. This is a pass/no credit course.*

280 Clinical Affiliation 4 (7)

A second internship requiring practical performance and application of physical therapy procedures and techniques under supervision in a clinical setting different from P T 279 in an inpatient, outpatient or specialized practice. *PREREQUISITE: P T 279 and concurrent enrollment in or completion of P T 253. This is a pass/no credit course.*

Physics (Phys)

101 Concepts of Our Physical World (5)

For the student with no previous experience in physics or other physical science courses and even an apprehension toward science and math. Topics such as light, sound, electricity, motion, etc. are used to develop underlying principles which describe some of our physical universe. Conceptual reasoning is stressed while mathematics is limited to arithmetic reasoning. A hands-on approach to instruction is used to more easily gain insight to the concepts being studied. *Satisfies a lab science or natural science requirement for AA degree.*

110 Introduction to College Physics (5)

For students in technical and transfer programs. Course goals are to further develop an understanding of basic concepts of physics and analytical and problem-solving skills. The laboratory is an integral component of the course. Newton's Laws form the framework within which ideas of motion, forces, momentum and energy are studied. No credit given to students who have completed PHYS 150. *PREREQUISITE: A grade of 2.0 or higher in MATH 097 or 116T; or 1½ years of high school Algebra. Satisfies a lab science or natural science requirement for AA degree.*

Course Descriptions • Physics • Political Science

111 College Physics 2 (5)

A continuation of the goals of PHYS 110. Concepts involving thermal properties of matter, and electricity and magnetism will be the basis for the course. Properties of fluids are studied as time permits. *PREREQUISITE: A grade of 2.0 or higher in PHYS 110 and in MATH 097, or 117T, or 1½ years of high school Algebra. Satisfies a lab science or natural science requirement for AA degree.*

112 College Physics 3 (5)

A continuation of the goals of PHYS 110. Concepts associated with wave phenomena and atomic physics will be explored. Sound, light (including lasers) and mechanical vibrations will be used as examples of waves. *PREREQUISITE: A grade of 2.0 or higher in PHYS 110 and in MATH 097, 117T; or 1½ years of high school Algebra. Satisfies a lab science or natural science requirement for AA degree.*

150 Physics for the Life Sciences 1 (5)

For students in college transfer programs, especially those interested in biological or medical sciences. The course goals are to develop an understanding of basic concepts of physics and analytical and problem-solving skills with applications to biological systems. The laboratory is an integral component of the course. The dynamics of heat, energy, fluid flow, and electricity will be studied with biological and medical applications. No credit given to students who have completed PHYS 111. *PREREQUISITE: A grade of 2.0 or higher in MATH 097 or 116T; or 1½ years of high school Algebra. Satisfies a lab science or natural science requirement for AA degree.*

151 Physics for the Life Sciences 2 (5)

For students in college transfer programs, especially those interested in biological or medical sciences. The course goals are to develop an understanding of basic concepts of physics and analytical and problem-solving skills with applications to biological systems. The laboratory is an integral component of the course. The dynamics of oscillations, waves, electromagnetism, and light will be studied with biological and medical applications. No credit given to students who have completed PHYS 111. *PREREQUISITE: A grade of 2.0 or higher in PHYS 110 or 150 and in either MATH 097 or 1½ years of high school Algebra. Satisfies a lab science or natural science requirement for AA degree.*

152 Physics for the Life Sciences 3 (5)

For students in college transfer programs, especially those interested in biological or medical sciences. The course goals are to develop an understanding of basic concepts of physics and analytical and problem-solving

skills with applications to biological systems. The laboratory is an integral component of the course. The dynamics of oscillations, waves, electromagnetism, and light will be studied with biological and medical applications. No credit given to students who have completed PHYS 112. *PREREQUISITE: A grade of 2.0 or higher in PHYS 110 or 150 and either MATH 097 or 116T, or 1½ years of high school Algebra. Satisfies a lab science or natural science requirement for AA degree.*

201 Physics for Science and Engineering (5)

Detailed study of the basic laws of physics. Emphasizes the evolution of ideas from experimental observation to mathematical models. A comprehensive investigation of Newtonian particle dynamics is completed. Laboratory is an integral part of the course. *PREREQUISITE: A grade of 2.0 or higher in PHYS 110 or in a high school physics, or equivalent, and in MATH 104 or equivalent or concurrent enrollment or completion of MATH 124. Satisfies a lab science or natural science requirement for AA degree.*

202 Physics for Science and Engineering (5)

Applications of Newtonian Physics to energy, momentum, and extended bodies as well as study of electro-magnetic theory. Ideas are developed from experimental observation to a mathematics model. Laboratory is an integral part of the course. *PREREQUISITE: A grade of 2.0 or higher in PHYS 201 and MATH 124 and at least concurrent enrollment in MATH 125. Satisfies a lab science or natural science requirement for AA degree.*

203 Physics for Science and Engineering (5)

Study of classical wave properties with applications to mechanical and electrical systems, sound, electromagnetic waves, light, and atomic physics. *PREREQUISITE: A grade of 2.0 or higher in PHYS 202 and MATH 125 and at least concurrent enrollment in MATH 126. Satisfies a lab science or natural science requirement for AA degree.*

208 Electric and Magnetic Fields (2)

Introduction to the quantitative laws of electricity and magnetism including principles of electromagnets, electric generators, and electromagnetic waves. *PREREQUISITE: A grade of 2.0 or higher in PHYS 202 and MATH 125 and at least concurrent enrollment in MATH 126. Satisfies a natural science requirement for AA degree.*

221 Modern Physics (3)

Fourth quarter of the general physics sequence for science and engineering students. This could serve as a terminal course for non-physics majors and also give the student a good conceptual background for the study of quantum mechanics. Emphasis is on a thorough study of phenomena that cannot be explained with ideas from classical physics. *PREREQUISITE: A grade of 2.0 or higher in PHYS 202 and MATH 125 and at least concurrent enrollment in PHYS 203 and MATH 126. Satisfies a natural science requirement for AA degree.*

298 Independent Study (1-5)

The student can contract with an instructor to complete a study of topics not part of a regular class. Topics must be in physics or related fields. *PREREQUISITE: One year of physics and instructor's permission.*

Political Science (P SCI)**090 Basic Political Science (3)**

Introduction to the field of political science. Includes brief treatments of political philosophy, historic development of political thought, use of political parties, major "isms" (communism, fascism, etc.) and basic concepts of international relations. For general studies and high school completion.

100 Introduction to Politics (5)

An introduction to the discipline of political science and to politics itself. Students explore and analyze political philosophies, political ideologies, and the historical development of political thought, democracy, authoritarianism, and the major "isms" (liberalism, conservatism, capitalism, socialism, communism, and fascism). Explores the kinds of governmental structures that are associated with each of the ideologies. Students will begin to assess how well each ideology has dealt with the social, economic, and political problems of the world, in the past and present. Students will further explore and analyze why and under what conditions people choose any ideology over others. *Satisfies a social science requirement for AA degree.*

194 Special Topics (5)

An in-depth study of specific topics in political science or direct involvement in a politically-oriented project. May be in a seminar format or be research focused. The student may be involved in selecting projects and research topics. *PREREQUISITE: Instructor's permission required for individual researcher projects.*

Course Descriptions • Political Science • Psychology • Reading
201 Comparative Politics and Government (5)

A comparative analysis of the varied politics and governing systems around the globe, including democratic and non-democratic systems, capitalist and socialist systems. Selected countries from regions around the world will be given special attention. Political issues and problems are explored and analyzed in their historical, economic, and cultural contexts. *Satisfies a social science requirement for AA degree.*

202 Introduction to United States Government and Politics (5)

Introduces students to the American political system—its origins, institutions, and operations. Students analyze and understand politics, power, and resulting policy. Examines formal and informal institutions of government, conventional and unconventional means of citizen participation, and political outcomes. Explores the strengths and weaknesses of various interpretations of American democracy. *Satisfies a social science requirement for AA degree.*

203 International Relations (5)

Introduces students to major theoretical approaches in field of international relations. Explores nations and nationalism, the nature of the interstate system, and power. Includes topics such as diplomacy, trade, economic sanctions, increasing technological and economic globalization, international law, international political economy, labor, the environment, and war. *Satisfies a social science requirement for AA degree.*

204 State and Local Government and Politics (5)

Explores and analyzes histories, structures, processes, policies, administration, and politics of state and local governments. Washington State receives close attention. Explores interest groups, lobbying, campaign finance, electoral politics, policy development and implementation, legislatures, executives, judiciary systems, ballot measures, political personalities, and inter-governmental relations. Students engage current political issues. *Satisfies a social science requirement for AA degree.*

207 American Political Participation (5)

An examination of the various forms of American political participation. Focuses on such activities as elections, social movements, civil disobedience, political violence, as well as political mobilization via the Internet. Also examines the causes and effects of nonparticipation. A central goal is to investigate the democratic theories that

underpin American politics. *Satisfies a social science requirement for AA degree.*

298 Independent Study (1-5)

Enables students to individually pursue special interests or opportunities to study in Political Science under guidance of an instructor. *PREREQUISITE: P SCI 100 or 202 or instructor's permission.*

Psychology (PSYCH)
100 General Psychology (5)

Provides an overview of the scientific study of behavior and mental processes in humans and animals. Focuses on the presentation of various scientific theories and supporting research that currently guide the understanding of various aspects of human behavior such as learning, sensation, perception, motivation, memory, emotion, personality, development, abnormal behavior, psychotherapy, and group behavior. *Satisfies a social science requirement for AA degree.*

175 Human Sexuality (5)

Explores the physiological, social and psychological aspects of sexuality. Major theoretical constructs and empirical data regarding sexuality will be studied. Topics to be covered may include research techniques, sexual anatomy and physiology, sexual response, sexual behavior, orientation, relationships, love, sexual communication, sexual dysfunctions, deviations and treatment. *PREREQUISITE: PSYCH 100 or instructor's permission. Cross-listed with BEHSC 175. Satisfies a social science requirement for AA degree.*

201 Personality (5)

Presents an overview of various approaches to personality and their implications for healthy psychological adjustment to the demands of living. The approaches may include biological, psychodynamic, trait, behavioral, humanistic and cognitive perspectives on personality. Core concepts utilized by each perspective as well as the assessment techniques generated by and utilized by that perspective are presented. *PREREQUISITE: PSYCH 100 or instructor's permission. Satisfies a social science requirement for AA degree.*

209 Fundamentals of Psychological Research (5)

Introduction to psychological research. Topics include interpretation of research, research problems and design, scientific writing, ethics, and literature review techniques. *PREREQUISITE: PSYCH 100 or instructor's permission. Satisfies a social science requirement for AA degree.*

210 Developmental Psychology (5)

Covers various theories and supporting research designed to explain psychological development from conception through old age. Topics may include physiological development, emotional development, personality and social development, cognitive development, and aging and death. *PREREQUISITE: PSYCH 100 or instructor's permission. Satisfies a social science requirement for AA degree.*

220 Fundamentals of Physiological Psychology (5)

Basic introduction to physiological psychology and the neural mechanisms of behavior. Topics covered may include how neurons and neurotransmitters function, the anatomical overview of the nervous system, how sensory systems and motor systems function, the neural mechanisms of motivated behavior, emotion, learning, memory, sleep and psychological disorders. *PREREQUISITE: PSYCH 100 or Instructor's permission. Satisfies a social science requirement for AA degree.*

250 Abnormal Psychology (5)

Covers the diagnosis, causes, and treatment of abnormal behavior. Topics may include defining abnormality, the history of abnormality, and differing theoretical models used to explain the cause of abnormality and the supporting research. Disorders such as depression, anxiety, schizophrenia, anorexia nervosa, and multiple personality disorder may be reviewed. *PREREQUISITE: PSYCH 100 or instructor's permission. Satisfies a social science requirement for AA degree.*

298 Independent Study (1-5)

Permits students to pursue a special field of interest under the guidance of an instructor. *PREREQUISITE: PSYCH 100 and instructor's permission.*

299 Independent Study (1-5)

Continuation of the project started in PSYCH 298, or a second project. *PREREQUISITE: PSYCH 298 and instructor's permission.*

Reading (READ)
094 Reading Improvement (5)

For students who wish to develop their reading skills for college, work, or pleasure. To improve reading comprehension, emphasis will be placed on the identification of main ideas, relevant details, and organizational patterns. Vocabulary development, reading rate, and flexibility will also be addressed. *PREREQUISITE: Appropriate placement or instructor's permission.*

Course Descriptions • Reading • Social Science • Sociology

104 Reading Mastery (5)

Emphasizes the development of the critical reading and thinking skills (analysis, synthesis, and evaluation) needed for courses in the humanities, social sciences, and sciences. Vocabulary development and the improvement of reading speed while maintaining comprehension are also components of this course. *PREREQUISITE: Appropriate placement or instructor's permission.*

Social Science (S SCI)**160 Introduction to the Study of Gender (5)**

Provides an introduction to the social and historical construction of masculinity and femininity, sexuality and the body, reproduction and the family. Considers the theory and practice of feminist and masculinist social movements. Also examines gender as informed by race, class, ethnicity and nationality. Students will be exposed to a variety of historical and theoretical models in the study of gender and sexuality. *Satisfies a social science requirement for AA degree.*

177-179 Social Science Work Experience (1-12)

Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*

194 Special Topics–Social Science (1-5)

Focuses on a variety of current or long-range problems. Opportunities are provided for students to discuss issues in depth with instructors and specialists. Media courses may be organized.

200 Introduction to Law and Commerce (5)

Introduces legal system through an examination of several substantive areas that will be of interest to both business and non-business students. Covers constitutional law, contracts, torts, product liability, and criminal law. Uses business environment perspective, but also considers general social context within which these laws have emerged. Discusses structure of American legal system and investigates sources of law for that system. *Cross-listed with B A 200. Satisfies a social science requirement for AA degree.*

215 Northwest Coast Indians: The Nuu-Chah-Nulth (5)

The Nuu-Chah-Nulth Peoples of the northwest coast will be studied as they are known from historical, ethnographic and informant sources. A field course in conjunction with the Clayoquot Sound Summer Program. *PREREQUISITE:*

Instructor's permission. Cross-listed with AMES 215 and ANTHR 215. Satisfies a social science requirement for AA degree.

Sociology (SOC)**110 Survey of Sociology (5)**

Introduction to the scientific study of life in groups. Examines the creation and reinforcement of cultural patterns that influence individuals, groups and society at large. Emphasis is on socialization processes, social institutions, small and large group dynamics, social inequalities and social movements. *RECOMMENDED: Eligible for ENGL 110. Satisfies a social science requirement for AA degree.*

194 Special Topics (1-5)

Focuses on one special topic in the current realm of social concern issues. May be repeated when a different topic is presented. Topics may include: social movements, such as the Consciousness Movement; the rise of religious cults; violence in the media; aging in America; new social and political power; or youth in transition.

201 Social Problems (5)

Introduction to the study of social problems within cultures, with a primary focus on American society. Using sociological theories, reasons and possible remedies are examined for various issues including social inequality, crime, drug abuse, family violence, population growth and environmental destruction. *RECOMMENDED: Eligible for ENGL 110 and SOC 110. Satisfies a social science requirement for AA degree.*

215 Survey of Criminology (5)

This introductory course covers the history and theory of what causes or contributes to crime, covering the major issues that confront the criminal justice system and studying the social organizations that create and enforce definitions of deviance and crime. The class is interdisciplinary in nature, working primarily from a sociological perspective, but including theories from biology, genetics, anthropology and psychology. *RECOMMENDED: Eligible for ENGL 110 and SOC 110. Satisfies a social science requirement for AA degree.*

220 Sex and Gender in Society (5)

Explores gender as a major organizing principle in culture, examining how gender influences sexuality, personal relationships and social institutions, including media, family, work, school and politics. Both similarities and differences between the sexes are examined primarily from a sociological perspective, but also through historical, psychological, biological and anthropological theories that

contribute to understanding gender as a social force. *RECOMMENDED: Eligible for ENGL 110 and SOC 110. Satisfies a social science requirement for AA degree.*

230 Sociology of Death and Dying (5)

Examines the connection between culture and the process of death, dying and bereavement. Applying sociological theories, the course focuses on how social class, family structures, ethnicity, religion and technological changes influence American customs, taboos, and rituals around death. *RECOMMENDED: ENGL 110 or SOC 110. Satisfies a social science requirement for AA degree.*

240 Sociology of the Family (5)

Examines the social institution of family from historical and multi-cultural perspectives, with an emphasis on the use of sociological theories. Specific topics include dating rituals, mate selection, parenting, divorce, family violence and work patterns. Focuses on how families are influenced by larger social forces, such as religion, social class and social policies. *RECOMMENDED: Eligible for ENGL 110 and SOC 110. Satisfies a social science requirement for AA degree.*

245 Juvenile Delinquency (5)

This broad survey course examines the history of the juvenile justice system, environmental influences on delinquency, theories of delinquency, controlling delinquency and current trends in juvenile crime. The rationale behind the juvenile system will be examined as well as the juvenile courts. Various theories of crime causation including sociological, psychological and criminological theories will be analyzed. *RECOMMENDED: Eligible for ENGL 110 and SOC 110. Satisfies a social science requirement for AA degree.*

260 Crime and Justice (5)

Sociological study of the extent and causes of crime and a survey of the criminal justice system including the police, the courts and corrections. Attention is also given to juvenile delinquency, gun control, capital punishment and violence against women. *RECOMMENDED: ENGL 110 or SOC 110. Satisfies a social science requirement for AA degree.*

298 Independent Study (1-5)

Enables students to individually pursue special interests or opportunities to study in sociology under guidance of an instructor. *PREREQUISITE: SOC 110, at least one 200-level sociology course, or instructor's permission.*

Course Descriptions • Spanish • Special Studies • Study Skills • Technology • Wastewater Technology
Spanish (SPAN)
090 Spanish for the Traveler 1 (3)

A practical class for beginners (tourists, business travelers, and those learning for their own enjoyment) who have very little or no background in the language. Covers basic vocabulary, conversation, pronunciation, and frequently used expressions. Includes practice in speaking and understanding the language of everyday life with some information on the area's culture, customs, and money system. *RESTRICTED: Not open to students with more than one year of high school Spanish or one quarter of college transfer level Spanish.*

101 Elementary Spanish (5)

Begins the systematic study of Spanish with an emphasis on speaking and listening, basic grammar, vocabulary, reading, writing, and conversation practice. Practice with lab materials required. *PREREQUISITE: No previous background in Spanish, or no more than one year of high school Spanish, or no more than two years of high school Spanish with a "C" average or less. Satisfies a humanities/fine arts/English requirement for AA degree.*

102 Elementary Spanish (5)

Systematic study of Spanish using the four basic skills of listening, speaking, reading and writing. Practice with lab materials required. *PREREQUISITE: SPAN 101 or two years of high school Spanish with a "B" or higher or instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*

103 Elementary Spanish (5)

Completion of basic grammar system—grammar, vocabulary, reading, writing, and conversation. Practice with lab materials required. *PREREQUISITE: SPAN 102 or instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*

110 Spanish Oral Practice (4)

Oral discussion of current events, cultural topics and subjects of particular interest to the class. Revision of basic grammar and relevant vocabulary that allows proper oral communication in Spanish. *PREREQUISITE: SPAN 102, or two years of high school Spanish or equivalent or instructor permission. Satisfies a humanities/fine arts/English requirement for AA degree.*

115 Hispanic Activities (1)

Allows students to learn about the multiple contributions of the Hispanic world to the global community. Students will be exposed to different elements of Hispanic culture, including music, dancing, and festivals, as well as basic Hispanic history. *Satisfies an activity requirement for AA degree.*

194 Special Studies (5)

For a field course experience in which students improve their conversational Spanish within a cultural framework. Content varies each time the course is offered. Includes actual practice in the language. *PREREQUISITE: SPAN 101 and 102; or instructor's permission.*

201 Intermediate Spanish (5)

Systematic review of Spanish grammar. Intensive practice in listening, speaking, reading and writing, with special emphasis on reading and writing. Oral practice through discussion of selected pieces of Spanish written materials and class debates. *PREREQUISITE: SPAN 103 or placement by language instructor. Satisfies a humanities/fine arts/English requirement for AA degree.*

202 Intermediate Spanish (5)

Systematic review of Spanish grammar. Intensive practice in listening, speaking, reading and writing, with special emphasis on reading and writing. Oral practice through discussion of selected pieces of Spanish written materials and class debates. *PREREQUISITE: SPAN 201 or instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*

203 Intermediate Spanish (5)

Systematic review of Spanish grammar. Intensive practice in listening, speaking, reading and writing, with special emphasis on reading and writing. Oral practice through discussion of selected pieces of Spanish written materials and class debates. *PREREQUISITE: SPAN 202 or instructor's permission. Satisfies a humanities/fine arts/English requirement for AA degree.*

299 Independent Study (1-5)

Encourages a student to study independently in a field of his/her special interest in Spanish. Each student meets on a tutorial basis with his/her instructor. Course content to be decided in conferences between student and instructor. *PREREQUISITE: SPAN 202 or equivalent and permission of division chair and instructor.*

Special Studies (SP ST)
177-179 Special Studies Work Experience (1-12)

Offers students an opportunity to work full or part-time jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Instructor's permission.*

Study Skills (ST SK)
101 Study Skills for the Social Sciences (3)

For students concurrently enrolled in a social science class. Learning strategies and techniques that lead to successful completion of a social science course are covered. Emphasis is on effective textbook reading, lecture note taking, time management, test preparation, and memory improvement. Participation in Internet-based discussion groups and library research may also be covered. *PREREQUISITE: Eligible for READ 104 or concurrent enrollment in READ 094.*

105 Orientation to College (1)

Holds the key to a successful experience at GRCC. Introduces first year students, though not restricted to them, to valuable information about personal services, unique programs, and stimulating resources offered at GRCC. *This is a pass/no credit course.*

110 College Success Strategies (5)

Emphasizes development of necessary skills for successful completion of college courses in the humanities, social sciences, and sciences. Provides techniques and strategies to improve time management, memory, note-taking, textbook reading techniques, outlining, mapping, learning styles, use of library, test preparation, and test taking. Focuses on how individuals become independent learners and develop critical thinking skills. *PREREQUISITE: Eligible for READ 104, or concurrent enrollment in READ 094.*

199 Independent Study (1-3)

Encourages a student to work on a specific study technique. The technique must increase the student's understanding and application of study technique to academic work. *PREREQUISITE: Instructor's permission.*

Technology (TECH)
100 Careers for the New Millennium (2)

Lectures, discussions and outside activities investigating career development opportunities to assist adult learners in making transitions into professional/technical careers and college life. Scheduled in a modular format. *Satisfies an activity requirement for AA degree. This is a pass/no credit course.*

Wastewater Technology (WWT)
172 Industrial Wastewater Instrumentation (1)

Covers basic concepts and industry practices regarding wastewater treatment instrumentation measuring systems and their associated control systems.

Course Descriptions • Wastewater Technology • Water Supply Technology

174 Industrial Wastewater Regulations (1)

Covers water pollution control statutes and regulations that concern industrial facilities which discharge directly to the environment or to publicly-owned wastewater collection systems and treatment plants.

175 Industrial Wastewater Treatment Processes 1 (2)

Focuses on the operation of industrial wastewater pretreatment facilities and industrial wastewater treatment facilities discharging directly to the environment (with NPDES permits). An introduction to industrial wastewater variables, components, effects and generation is included. Treatment processes including preliminary treatment (flow equalization, screening, pH adjustment), and physical treatment (air stripping, carbon absorption) are covered.

176 Industrial Wastewater Treatment Processes 2 (2)

A continuation of WWT 175. Treatment processes including physical-chemical (coagulation, flocculation and sedimentation), filtration, and treatment of metal waste streams are covered.

177 Wastewater Cooperative Education (1-12)

Offers student an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

180 Wastewater Collection (3)

Composition and sources of wastewater; purposes of wastewater collection systems; wastewater collection system components including preliminary treatment, piping systems and lift stations; wastewater collection system operation and maintenance including inspecting, testing, and cleaning; normal and abnormal operating conditions.

185 Municipal Wastewater Treatment 1 (3)

Purpose, operation and maintenance of municipal wastewater treatment plant processes including preliminary treatment, primary treatment, trickling filters and rotating biological contractors. *PREREQUISITE: MATH 072, 097 or eligible for MATH 097; ENGL 081, 100, 102 or 110 or eligible for ENGL 100.*

186 Municipal Wastewater Treatment 2 (3)

Purpose, operation and maintenance of municipal wastewater treatment activated sludge and stabilization pond processes. Solids processes including thickening,

anaerobic digestion, aerobic digestion and dewatering. *PREREQUISITE: WWT 185.*

188 Wastewater Laboratory (2)

Theory, performance, and interpretation of basic wastewater laboratory procedures used to assess water quality. Topics include safety, total solids, dissolved oxygen, biochemical oxygen demand, pH, fecal coliform, and chlorine.

199 Independent Study (1-5)

Permits students to investigate an area of interest in the wastewater technology field with the guidance of an instructor and using a learning contract. *PREREQUISITE: Instructor's permission.*

Water Supply Technology (WST)

177 Water Cooperative Education (1-12)

Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

180 Water Distribution (3)

Components of a water distribution system, operation and maintenance procedures for a water distribution system and normal and abnormal conditions in water distribution systems. *PREREQUISITE: ENGL 081, 100, 102, 110 or eligible for ENGL 100.*

183 Water Sources (1)

Basic information related to water sources used for public drinking water systems. Includes water supply hydrology, groundwater sources, surface water sources and water source protection. *PREREQUISITE: ENGL 081, 100, 102, or 110 or eligible for ENGL 100.*

184 Water Regulations (2)

An overview of federal and state drinking water regulations including a brief history and the structure of the Safe Drinking Water Act. Current drinking water regulations will be reviewed. Water quality parameters addressed in drinking water regulations will be identified. Operator certification will also be covered. *PREREQUISITE: ENGL 081, 100, 102, or 110 or eligible for ENGL 100.*

185 Water Treatment 1 (3)

Public drinking water treatment processes, theory, operation and maintenance. Processes addressed include preliminary treatment, coagulation, flocculation, sedimentation and filtration. *PREREQUISITE: MATH 072, 097 or eligible for MATH 097, and ENGL 081, 100, 102, 110, or eligible for ENGL 100.*

186 Water Treatment 2 (3)

A continuation of WST 185, Water Treatment 1. Processes addressed include fluoridation; control of corrosion and scaling; iron and manganese control; lime softening; ion exchange processes; absorption; aeration and membrane processes. *PREREQUISITE: WST 185.*



Course Descriptions • Wastewater Technology • Water Technology • Welding Technology

188 Water Laboratory (2)
Theory, performance, and interpretation of basic water laboratory procedures used to assess water quality. Topics include safety, sampling, alkalinity, harness, pH, coliform, jar testing, turbidity, chlorine residual, and advanced water testing procedures.

199 Independent Study (1-5)
Permits students to investigate an area of interest in the water supply technology field with the guidance of an instructor using a learning contract. *PREREQUISITE: Instructor's permission.*

Water Technology (WTECH)

181 Water Hydraulics (3)
General principles of water hydraulics and how they relate to the operation of water distribution systems, wastewater collection systems, and water and wastewater treatment facilities. Topics include mass, density, displacement, flow, velocity, pressure, Bernoulli's theorem, friction loss, minor head loss, and flow measurement. *PREREQUISITE: MATH 072, 097 or eligible for MATH 097.*

182 Pumps and Pumping Systems (3)
Pumps and pump piping systems used in water and wastewater applications. Emphasis on operational theory, application and basic maintenance of centrifugal pumps. *PREREQUISITE: MATH 072 or 097, or eligible for MATH 097.*

183 Utility Worker Safety (3)
Safety concerns for water and wastewater utilities including: confined space entry, underground utility location, excavation safety, fire safety, electrical safety, hazardous energy control (lock out/tag out), machine guarding, and the chemical hazard communication standard. Personal protection topics including: back safety, safe stairway/ladder use, personal fall protection, bloodborne pathogen awareness, respiratory, eye, hand, head, hearing, and foot protection. Regulations and standards relating to these topics will be reviewed.

184 Disinfection and Chemical Feed Systems (3)
Principles of disinfection and disinfection alternatives. Operation and maintenance of chemical feed systems used in water and wastewater applications including gas chlorinators and solution feed systems. Safety procedures for handling chlorine. *PREREQUISITE: MATH 072 or 097, or eligible for MATH 097.*

185 Water and Wastewater Applied Problems (3)
Perform calculations related to water and wastewater laboratory, effectiveness of each major stage of water and wastewater treatment operation, pump capacities, pump rates, process loading rates, flow rates and chemical dosage rates. *PREREQUISITE: MATH 072 or 097, or eligible for MATH 097.*

187 Drawings and Manuals (3)
Interpretation of maps, drawings, and operation and maintenance manuals as these activities relate to the water and wastewater technology field.

188 Water and Wastewater Electrical (3)
Electrical fundamentals for water and wastewater applications including atomic theory, energy sources, circuit basics, electromagnetism, inductance, capacitance, power systems, control system component reading, electrical diagrams, electrical measurements, normal operations, and troubleshooting.

191 Pre-Employment Seminar (3)
Job search and preparation specifically for water and wastewater careers. Resume, cover letter, and application preparation. Interview techniques and practice. Identification of potential employers. Workplace skills including internal customer service and diverse workforce awareness.

Welding Technology (WELD)

103 Special Welding (3)
Any welding process available at GRCC designed to suit the needs of the student who registers for either a specified number of hours, or enters on a space-available basis after the class has begun. Credits completed in WELD 103 shall be applied to WELD 141, 142, 143 or 194. (Special Note: Veterans may not exceed a total of 16 credits in WELD 103. Eight credits must apply to other welding courses as indicated if they are receiving educational benefits from the Veterans Administration.) *PREREQUISITE: Instructor's permission.*

107 Basic Blueprint Reading (3)
A related subject for welding students to help prepare them for the demands of the industry. Areas covered will be alphabet of lines, orthographic and isometric drawings, shop prints and details of how to read them, standard measuring devices and their uses, structural materials—how they intersect and tie together, and welding symbols and their applications.

141 Basic Arc Weld and Flame Cutting (1-13)
Prepares students as Trade Welders or, with proper selection of classes, to receive an AAS degree as Welding Technicians using one or more welding processes. The student will learn arc welding of low carbon steel in all positions, electrode clarification, and manual and machine flame cutting of low carbon steels using oxy-acetylene process. *PREREQUISITE: Instructor's permission.*

142 Intermediate Welding (1-13)
For students with previous welding experience or WELD 141. Students will continue arc welding of low carbon steel in all positions in preparation for the American Welding Society (AWS) or Washington Association of Building Officials (WABO) test. Students will learn theory and application of stick electrode and carbon electrode for cutting and gouging. *PREREQUISITE: Instructor's permission.*

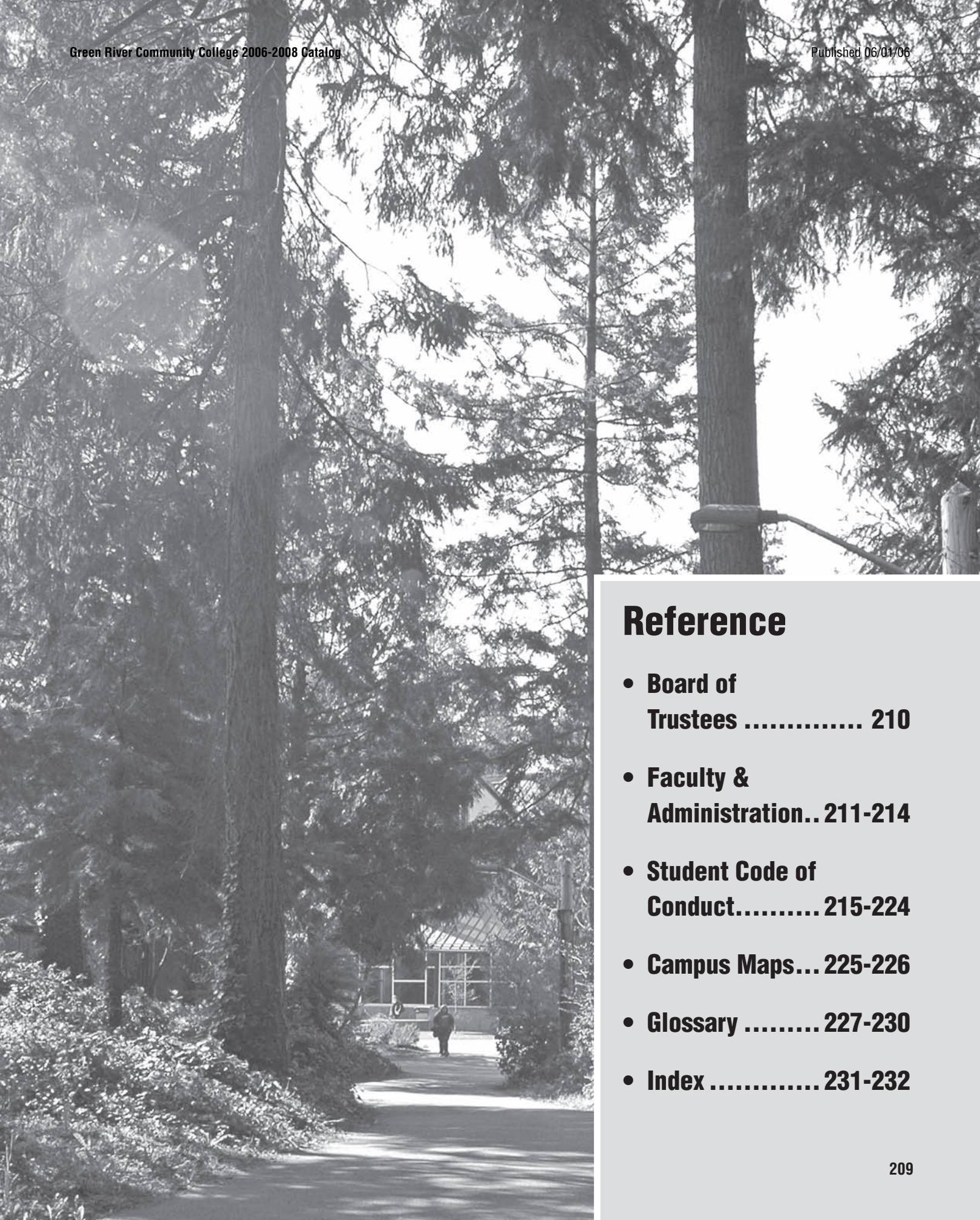
143 Advanced Arc Welding (1-13)
Introduction to gas tungsten arc, gas metallic arc, and flux cored arc welding processes for those students proficient at manual arc and oxy-acetylene welding. Students will gain experience in all of the general welding processes used by local industry. *PREREQUISITE: Instructor's permission.*

177-179 Welding Work Experience (1-12)
Offers student an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*

194 Special Welding Project 1 (1-13)
Suits the student's personal needs. Students will focus beyond basic techniques in GTAW, GMAW, FCAW, SMAW, in pipe, plate, aluminum, titanium, and magnesium welding. *PREREQUISITE: Instructor's permission.*

195 Special Welding Project 2 (1-13)
Provides students with the manual skills and technical knowledge that is required by industry to pass various specialized welding tests and to meet industry certification standards. Students will increase his/her level of proficiency in each welding process. *PREREQUISITE: Instructor's permission.*

196 Special Welding Project 3 (1-13)
Further provides the students with the manual skills and technical knowledge that is required by the industry to pass various specialized welding tests and to meet industry certification standards. Students will increase his/her level of proficiency in each welding process. *PREREQUISITE: Instructor's permission.*



Reference

- **Board of Trustees 210**
- **Faculty & Administration.. 211-214**
- **Student Code of Conduct..... 215-224**
- **Campus Maps... 225-226**
- **Glossary 227-230**
- **Index 231-232**

Reference

**GREEN RIVER
COMMUNITY COLLEGE
BOARD OF TRUSTEES**

The Board of Trustees for Green River Community College is composed of influential community members who reside within the college's District 10 service area. Trustees are volunteers serving a five-year term by appointment of the Governor.

Trustees bring a rich diversity of backgrounds and skills to the governance of Green River Community College; they serve as an important communication link between the college and the community. All trustees sit as members of the Trustees Association of Community and Technical Colleges. This association is comprised of trustees from the 34 community and technical colleges statewide.

The Green River Board of Trustees meets every third Thursday of the month on campus in the board room of the Administration Building. These monthly meetings are open to the public.



LARRY BROWN
Auburn



ARLISTA HOLMAN
Auburn



JIM ROTTLE
Auburn



LAWTON CASE
Enumclaw



SHERRY GATES
Kent

Reference

FACULTY AND ADMINISTRATION 2006–2008

- AVIS ADAMS** **English**
A.A., Green River Community College; B.A., University of Washington; M.A., Central Washington University
- MARY JO ADAMS** **Water/Wastewater Technology**
B.S., Huxley College of Environmental Studies, Western Washington University; Washington State Wastewater Operator Certification Class III; Washington State Water Treatment Plant Operator IT
- KEITH ALFORD** **Mathematics**
B.S., Delta State University; M.S., Western Washington University
- PAUL ALLEN** **English**
B.A., M.A., Central Washington University
- ANDERS ANDERSON** **English**
B.S., Monmouth College; M.S., Southern Oregon State College
- VICTOR AQUINO** **English**
B.A., Western Washington University; M.A., University of New Mexico
- JANET ASH** **Engineering**
B.S., M.S., University of Washington
- JOHN AVERY** **English as a Second Language,
Basic Skills**
A.A., Gavilan Community College; B.A., Westmont College; M.S.E., University of Wisconsin—River Falls; M.A., Portland State University
- VIVEK BAHL** **English**
B.A., University of Michigan; M.A., Ph.D., University of Texas—Austin
- SAM BALL** **Dean of Instruction for Capital Projects**
B.S., M.Ed., Northeastern University
- JULIE BARCLAY** **English as a Second Language**
B.S., Oregon State University; M.A.I.S., Oregon State University; TESOL Certificate, Seattle University
- ANNE BAUNACH** **Special Assistant to the
Executive Vice President**
B.A., Business Administration, Western Washington University
- RONALD BAYER** **Music**
B.A., University of Wisconsin—Parkside; M.Mus., University of Illinois—Urbana-Champaign
- ANITA BEHRBAUM** **Physical Education, Wellness**
B.A., Seattle Pacific University; M.A., Pacific Lutheran University
- MICHAEL BEHRBAUM** **Physical Education, Wellness**
B.A., Central Washington University; M.A., Pacific Lutheran University
- WILLIAM BELDEN** **Assistant Dean of Student Services**
B.A., Eastern Washington University; M.Ed., Western Washington University
- DENISE BENNATTS** **Director of
Enrollment Services/Registrar**
A.A., Green River Community College
- BRENDA BINDSCHATEL** **Accounting**
B.A., M.B.A., Eastern Washington University; CPA
- STEVEN BLACK** **Mathematics**
A.A., College of the Sequoias; B.S., University of California—Davis; M.S., Oregon State University
- MARK BLAISDELL** **Economics**
A.A., Green River Community College; B.A., University of Washington; M.B.A., Pacific Lutheran University, CFP
- ROBERT BREHM** **Behavioral Science**
B.A., M.A., University of Nebraska; N.C.C.
- BARBARA BRUCKER** **Physical Therapy**
B.S., University of Washington; M.Ed., University of Washington, Bothell; D.P.T., Rocky Mountain University of Health Professions
- STEVEN BRUMBAUGH** **Biology**
A.A.S., Pierce College; B.A., University of Puget Sound; M.S., Washington State University
- RICK BRUMFIELD** **Vice President of Business Affairs**
B.A., M.B.A., University of Washington
- JUDITH BURGESSON** **Dean of Instruction for
English, Humanities, and Science**
B.S., M.A., University of Idaho
- JOHN BUSH** **Behavioral Science,
Social Science**
B.S., M.S., Western Illinois University; Ed.D., Washington State University; Licensed Psychologist; Certified Sex Therapist
- CATHERINE CANTRELL** **Basic Skills**
B.A., University of Oregon; M.Ed., Seattle University
- EDITH CAPEN** **Vice President of Extended Learning
and Economic Development**
B.A., University of the State of New York; M.Ed., University of Puget Sound
- ALAN CARTER** **Information Technology Web Site**
A.A.S., Community College of the Air Force; A.A., Saint Leo University; B.A., Saint Leo University; B.S., Troy State University; M.S., Capella University
- JEFF CLAUSEN** **Philosophy**
B.A., M.A., University of Washington
- KEITH CLAY** **Physics**
B.S., The Evergreen State College; M.S., Ph.D., University of Washington
- TERESA COLLINS** **Controller**
B.S., Central Washington University
- GEORGE COMOLLO** **Aviation**
A.S., Broward Community College; Professional Pilot, Houston Community College; Aircraft Dispatcher, Sheffield School of Aeronautics
- SUE CRITCHLOW** **Chemistry**
B.S., Pacific Lutheran University; Ph.D., Iowa State University
- JACK DANIELSON** **Welding**
Certificate, Green River Community College
- SUSAN DAVIS** **Accounting**
B.A., M.A., University of Washington; M.B.A., Golden Gate University; CPA
- RAINER DIRKS** **German**
B.A., Westmont College; M.A., Stanford University

Reference

- EILEEN DUNN** **Director of Women's Programs**
B.A., San Jose State University; M.Div., Fuller Theological Seminary; D.Min., San Francisco Theological Seminary
- CATHERINE DUVA** **English as a Second Language**
B.A., Wayne State University; M.A., Eastern Michigan University
- MARY EDINGTON** **Director of Financial Aid**
B.A., University of Washington; M.A., Seattle University
- RICK FERRO** **Anthropology, Ethnic Studies**
B.A., The Evergreen State College; M.A., Ph.D., University of Washington
- ROBERT FILSON** **Geology**
B.S., M.S., Colorado State University; Ph.D., University of Washington
- MARISELA FLEITES-LEAR** **Spanish**
B.A., University of Havana; M.A., University of Washington
- CAROL FRANKLIN** **Basic Skills**
B.A., M.Ed., Seattle University
- HANK GALMISH** **English**
B.A., Carroll College; M.A., Catholic University; M.A., University of Colorado
- CRYSTAL GILLILAND** **Executive Dean of Transfer Education**
B.A., Trinity University; M.S., Oregon State University
- GUS GOMEZ** **Computer Information Technology**
B.S.C.H.E., Catholic University of Puerto Rico; M.S., University of Maryland
- AL GRISWOLD** **Associate Dean Professional Technical & Workforce Education**
B.A., Oregon State University; M.A., University of Puget Sound
- DONNIE HALLSTONE** **Mathematics**
B.S., University of San Francisco; M.A., San Francisco State University
- JOYCE HAMMER** **Mathematics**
B.A., M.Ed., University of Washington
- BRUCE HAULMAN** **American Studies**
B.A., Stetson University; M.A., Florida State University; Ph.D., University of Washington
- KARA HEFLEY** **Vice President of Development**
B.S.W., Ball State University
- LESLIE HEIZER** **Director, Project TEACH**
B.A., Washington University; Ph.D., Union Institute Graduate School
- NOEL HEPLER** **Occupational Therapy**
A.A., Highline Community College; B.S., University of Puget Sound; M.S., San Jose State University
- CAROLYN HERSHBERGER** **Vice President Information Technology**
A.A., A.T.A., Olympic College; B.A., The Evergreen State College; M.B.A., City University
- KAI HIBBELN** **Program Director, IESL**
B.A., B.A.H., Queen's University, Kingston, Ontario; Diplome, Universite de Paris, Sorbonne; M.A., University of Hawaii at Manoa
- JENNIFER "JAENEY" HOENE** **English**
B.A., Albertson College of Idaho; M.A., University of Idaho
- KARL HOFFMAN** **Automotive Technology**
A.A., Clark College; B.A., Western Washington University; Journeyman Auto Technician; ASE Master Technician
- DIANA MAMERTO HOLZ** **Family Studies, Early Childhood Education**
A.A., Green River Community College; B.A., The Evergreen State College; M.A., Seattle University
- RICHARD HOPKINS** **Natural Resources**
B.S., University of Washington; M.B.A., City University
- MICKIE HUCKE** **Physical Therapy**
B.A., B.S., University of Puget Sound; J.D., Seattle University School of Law
- LOUISE HULL** **Sociology**
B.A., Pacific Lutheran University; M.A., University of Washington
- BILL JACKSON** **Business Administration, Business Management**
B.A., M.S., Central Washington University
- MARIANNE JACOBS** **Anthropology**
B.A., Ph.D., University of Washington; R.N., St. Joseph Hospital School of Nursing
- LLOYD JANSEN** **Political Science**
B.A., California State University; M.A., Ph.D., University of Washington
- ROSS JENNINGS** **Executive Director, International Programs**
B.A., University of California—Santa Barbara; M.Ed., Stanford University; M.A., University of Washington; M.B.A., University of Oklahoma
- APRIL JENSEN** **Executive Vice President**
B.A., University of Washington; M.A., Eastern Washington University; Ph.D., University of Illinois
- DAVID JESCHKE** **Geographic Information Systems**
A.A., Olympic College; B.S. The Evergreen State College; M.A., University of Washington
- JEAN JEWELL** **English as a Second Language**
B.A., University of Washington; M.A.T., School for International Training (SIT)
- SANDRA JOHANSON** **Philosophy**
B.A., Westmont College; M.A., University of Washington
- BRAD JOHNSON** **English**
B.S., Florida State University; M.Ed., University of Minnesota
- ROBERT JONAS** **Mathematics**
B.A.E., Pacific Lutheran University; M.S., Western Washington University
- KATE KATIMS** **Communication Studies**
B.A., University of California—Santa Barbara; M.A.T., Whitworth College
- PATRICIA KEHOE** **Counseling**
B.A., University of California—Los Angeles; Ph.D., University of Washington
- MIKE KENYON** **Mathematics**
B.S., B.A., Michigan State University; M.S., Florida State University

Reference

- LESLIE KESSLER** **Early Childhood Education, Parent-Child Education**
B.S., Montana State University; M.A., City University; M.A., Argosy University
- STEVE KINHOLT** **Mathematics**
B.S., Northern Montana College; M.S., University of Oregon; Ed.D., University of Washington
- DEBORAH KNIPSCHILD** **Director of Business Services**
A.A., South Puget Sound Community College
- JOHN KNOWLTON** **Journalism**
B.A., University of Oregon; M.A., University of Missouri-Columbia
- ROGER KNUITSEN** **Chemistry**
B.A., Earlham College; M.S., University of Southern California
- CHARLES LENEGAR** **Machine Technology**
Master Journeyman Tool and Die Maker
- LINDA LOTUS** **Language, Academic Skills and Wellness Division**
B.A., University of Washington
- KATHLEEN LOUCKS** **Communication Studies**
B.A., M.A., Colorado State University; Ph.D., University of Washington
- WALTER LOWE** **English**
B.A., University of Washington; M.A., Buffalo State College; M.R.E., Unification Seminary
- MARJORIE MacKENZIE** **Reference Librarian**
B.A., University of Washington; M.Libn., University of Washington
- SYLVIA MANTILLA** **English**
B.A., University of Denver; M.A., University of Washington
- KEN MARR** **Biology, Chemistry**
A.A., DeAnza Community College; B.A., M.A., University of California—Santa Barbara
- JERRY MARSHALL** **Psychology, Distance Learning**
B.S., University of Pittsburgh; Ph.D., University of Texas
- MICHELLE MARSHMAN** **History**
B.A., Seattle Pacific University; Ph.D., University of California, Riverside
- DIANE MARTIN** **Director of Curriculum Services and Institutional Facilities**
A.A., Green River Community College; B.S., Southern Illinois University; M.S., Chapman University
- GLEN MARTIN** **Carpentry Technology**
A.A., A.A.S., Green River Community College; B.A.Ed., Central Washington University; Experienced Carpenter
- JEFF McCAULEY** **Engineering**
B.S.M.E., University of Kansas; M.S.M.E., Naval Post Graduate School
- ELIZABETH McKINNEY** **Counseling**
B.A., Stanford University; M.S., Ph.D., University of Florida
- MICHAEL McVAY** **Biology**
A.S., Big Bend Community College; B.S., M.S., Washington State University; Ph.D., University of Kentucky
- PAUL A. METIVIER** **Ceramics**
A.A., Orange Coast Community College; B.F.A., California State University Long Beach; M.F.A., University of Washington
- LARA MICHAELS** **Mathematics, Professional and Technical**
B.S., University of Utah; Ph.D., University of Texas—Austin
- MARK MILLBAUER** **Auto Body Technology**
Certificate of Completion, Columbia Basin College; Journeyman Auto Body Technician; ASE Master Technician
- ROCHELLE MITCHELL** **Mathematics**
B.A., St. Martin's College; M.S., Western Washington University
- MARK MITSUI** **Assistant Dean of Student Services**
B.A., Western Washington University; M.A., Renton Technical College
- JULIE MOORE** **English**
B.A., University of Puget Sound; M.A., Western Washington University; Graduate Certificate in Community and Technical College Teaching, Western Washington University
- LESLIE MOORE** **Director of Continuing Education and Off Campus Programs**
B.A., Alma College; M.A.Ed., University of Puget Sound
- LAURA MOORE-MUELLER** **Mathematics**
B.S., University of Puget Sound; M.S., Oregon State University
- JAY MUELLER** **Chemistry**
B.A., The Catholic University of America; Ph.D., Rice University
- DAVE MULLET** **Anatomy and Physiology**
B.A., University of Washington
- KIMBERLY NAKANO** **Dean of Instruction Library and Media Services and Language, Academic Skills and Wellness**
B.F.A., M.L.S., M.Ed., University of Hawaii
- AJAY NARAYANAN** **Physics**
B.S., M.S., University of Bombay; Ph.D., University of Arizona
- PATRICK NAVIN** **Photography**
B.A., University of Wisconsin—Green Bay; M.A., M.F.A., University of Iowa
- DAVID NELSON** **Mathematics**
B.S., Washington State University; M.S., Western Washington University
- ERIC NELSON** **English**
B.A., Iowa State University; B.F.A., University of Washington; M.A., University of Texas—Austin
- JUDY NORDYKE** **Business Education**
B.A., B.S., Central Washington University
- GARY OLIVEIRA** **Art**
B.F.A., University of Dayton; M.F.A., Massachusetts College of Art
- SHERRI OLSEN** **Occupational Therapy**
B.S., University of Puget Sound; M.B.A., City University
- ELKE PALMER, R.N.** **Nursing**
A.D.N., Tacoma Community College; B.S.N., Pacific Lutheran University; M.S., Eastern Washington University
- DIANE PELLETIER** **Anatomy and Physiology**
B.A., Vanderbilt University; Ph.D., University of Arizona

Reference

- CAROL PERDUE** **Reading, Study Skills**
B.S., Washington State University; M.Ed., Washington State University
- BRENDA PHILIP** **Collection Development Librarian**
B.A., University of Victoria; M.A., York University; M.L.I.S., University of Alberta
- FRANK PRIMIANI** **Business Law**
B.S., University of Washington; J.D., Seattle University, School of Law
- VICTOR RAFANELLI** **Transportation**
B.A., Seattle University; M.B.A., Golden Gate University
- JOHN RAMSEY** **Director of Public Information**
B.A., Central Washington University
- LORI RAPOZO** **Court Reporting**
A.A.A., Green River Community College; CCR; RPR; Certificate of Proficiency in Court Reporting; CRI, RMR-WKT
- PAM REISING** **Mathematics, Academic Systems**
B.S., M.A., Ohio State University
- JENNY ROCKL** **Checker Training**
- HARRY ROSEMOND** **Reading, Study Skills**
B.A., University of Denver; M.A., California State University—Los Angeles
- RICHARD RUTKOWSKI** **President**
B.Ae.E., University of Detroit; M.B.A., University of Michigan; CPA
- AMANDA SCHAEFER** **Assistant Dean for Academic Education**
B.A., University of California—Irvine; M.A., University of Notre Dame
- SCOTT SCHREIBER** **Welding**
Journeyman Welder; W.A.B.O. Certified
- WILLIAM SCOTT** **Communication Studies**
B.A., M.A., California State University, Los Angeles
- LEE SEMSEN** **Technical Services Librarian**
B.A., M.L.S., University of Washington
- FELIX SERNA** **Design Drafting Technology**
A.A., Pierce College; A.A., Mt. San Antonio City College; Graduate Certificates, Clover Park Vocational-Technical Institute, U.S. Air Force
- NEAL SHAFER** **Business Education**
B.A., Youngstown State University
- JULIA SHORT, R.N.** **Nursing**
Diploma, St. Francis School of Nursing; A.A., Green River Community College; B.S.N., Seattle Pacific University; M.P.A., Seattle University
- LEA ANN SIMPSON** **Business Education**
B.S., M.S., University of Idaho
- MARCIE SIMS** **English**
B.A., California State Polytechnic University; M.A., San Diego State University
- ROBERT SJOGREN** **Natural Resources**
A.A.S., Green River Community College; B.S., The Evergreen State College
- JULIA SLETTVET** **Business Education**
B.A., Fifth Year of Teacher Education, University of Washington
- CINDY SMALL** **Fine Arts**
B.S., Illinois State University; M.F.A., Southern Illinois University
- CHITRA SOLOMONSON** **Physics**
B.S., University of Madras, India; M.S. Indian Institute of Technology, Madras, India; Ph.D. Louisiana State University
- DANYL SORENSEN** **Automotive Technology**
A.S., Rogue Community College; A.S.E. Master Technician
- JOYCE STRAIN** **Business Education**
B.A., Western Washington University; M.A., Lesley College
- TOM TAGLIENTE** **Machine Technology**
B.A., LaSalle University; M.A., Old Dominion University
- GARY TAYLOR** **Drama**
B.A., M.A.T., Yale University
- MARK THOMASON** **History**
B.A., University of Washington; M.A., New Mexico State University; Ph.D. Candidate, Texas Christian University
- PATRICK THOMPSON** **Music**
B.A., M.A., Central Washington University
- LISA TRUJILLO** **Basic Skills, Reading**
B.A., M.A.T., The Evergreen State College
- ROLAND VIEIRA** **Anatomy and Physiology**
B.A., University of California—Santa Barbara; M.S., California State University, Hayward
- TERRY WAAGAN** **Drafting**
A.A.S., Bates Technical College
- KATHLEEN WARNER** **Sociology**
B.A., Pacific Lutheran University; M.A., University of Washington
- TOM WEISWEAVER** **Director of Facilities**
B.S., Purdue University; M.A., Chapman University
- SIDNEY WELDELE-WALLACE** **Computer Reporting Technologies**
A.A.A., Green River Community College; Certificate of Proficiency in Court Reporting, CRI, CPE
- RON WHEADON** **Executive Dean, Professional Technical and Workforce Education**
B.S., M.S.W., University of Utah
- JENNIFER WHETHAM** **English**
B.A., College of St. Benedict; M.A., Western Washington University
- CARHIOUS WILTURNER** **Psychology**
B.A., San Francisco State College; M.A., Pacific Lutheran University; Ph.D., University of Washington; Licensed Psychologist
- I. MAGGIE WHETSEL** **Criminal Justice**
B.A., University of Southern California; J.D., George Mason University School of Law
- JAMES WOOD** **English**
B.A., Randolph-Macon College; M.A., University of Wyoming

Reference

Note: Green River Community College is in the process of updating the Student Code of Conduct. The revised Code will be posted at www.greenriver.edu upon completion.

STUDENT CODE OF CONDUCT RULES AND REGULATIONS

This is the Official Student Code of Conduct.

SECTION I INTRODUCTION

WAC 132J-125-010 Purpose

- (1) Green River Community College, an agency of the state of Washington, provides a variety of educational opportunities for students; namely the opportunities to examine the academic, vocational, technical, cultural, social and recreational aspects of society. Green River Community College as an institution of society must maintain conditions conducive to the effective performance of its functions. Consequently, Green River Community College has special expectations regarding the conduct of students. Student conduct that detracts from, or interferes with, the accomplishment of college purposes is not acceptable.
- (2) The student is, first, a member of the community at large, and as such has the rights and responsibilities of any citizen. In addition, admission to Green River Community College carries with it the presumption that students will conduct themselves as responsible members of the college community. This includes an expectation that students will obey the law, will comply with rules and regulations of the college, will maintain a high standard of integrity and honesty, and will respect the rights, privileges and property of other members of the college community.
- (3) The following rules regarding the conduct of students are adopted in order to provide students a full understanding of the rules that will enable the college to maintain conditions conducive to the effective performance of the college's functions. Sanctions for violations of the rules of student conduct will be administered by the college in the manner provided by said rules. When violations of laws of the state of Washington and/or the United States are also involved, the college may refer such matters to the appropriate authorities. In cases of minors, this conduct may also be referred to parents or legal guardians.

WAC 132J-125-020 Definitions

As used in this chapter, unless the context requires otherwise:

- (1) "Administration" and "administrator" include the president, assistant(s) to the president, vice presidents, deans, directors of programs or functions, and everyone else designated as a member of the administration by the board of trustees.
- (2) "Arbitrary or capricious" refers to willful or unreasonable action, taken without consideration of, or in disregard of, facts or circumstances of a particular case. Where there is room for two reasonable opinions, an action shall not be deemed to be arbitrary or capricious when taken honestly and upon due consideration, however much it may be believed that an erroneous conclusion has been reached.

- (3) "Assembly" means any overt activity engaged in by two or more persons, the object of which is to gain publicity, advocate a view, petition for a cause, or disseminate information to any person, persons, or group of persons.
- (4) "College" means the institution(s) operated by the board of trustees of the district.
- (5) "College community" is composed of all individuals who are enrolled in classes and/or employed by the college.
- (6) "College facilities" and "college facility" mean and include any and all real and personal property owned, rented, leased or operated by the board of trustees of Washington State Community College District 10, and shall include all buildings and appurtenances attached thereto and all parking lots and other grounds.
- (7) "Designee" means a person appointed in writing by an officer or other person designated in a rule to perform a function, to perform that function on the appointer's behalf.
- (8) "Disciplinary action" and "discipline" shall mean and include reprimand, probation, suspension, dismissal, monetary fine, restitution, and any other action taken against a student as a sanction or penalty for violation of a designated rule of student conduct.
- (9) "District" means Washington State Community College District 10.
- (10) "Faculty member" and "instructor" mean any employee of Washington Community College District 10 who is employed on a full- or part-time basis as a teacher, instructor, counselor or librarian.
- (11) "President" is the chief executive officer of the college appointed by the board of trustees.
- (12) "Recognized student organization," means the organization established by and operated pursuant to the Constitution of the Associated Students of Green River Community College.
- (13) "Rules of student conduct" shall mean those rules regulating student conduct as herein adopted.
- (14) "Service," "serve," "filing" and "file" shall have the meanings in WAC 10-08-110.
- (15) "Student" is any person who is enrolled for classes or is formally in the process of applying for admission to the college.
- (16) The singular includes the plural and vice versa, the masculine includes the feminine and vice versa, and the disjunctive includes the conjunctive and vice versa.

WAC 132J-125-030 Jurisdiction

This chapter shall apply to students and student conduct which occurs (1) on or in a college facility or (2) whenever a student is present at or engaged in any college-sponsored program or function. This chapter is not exclusive, and where conduct becomes known which may also violate any other rule or provision of law, nothing herein shall limit the right or duty of any person to report elsewhere or seek another remedy for that conduct.

Reference

SECTION II NONACADEMIC RIGHTS AND RESPONSIBILITIES

WAC 132J-125-055 Right to demand identification

- (1) For the purpose of determining identity of a person as a student, any faculty member, college administrator, or designee of the president may demand that any person produce evidence of student enrollment at the college. Presenting a current student identification card with a picture I.D. card will be deemed proof of student status.
- (2) Refusal by a student to produce identification as required shall be cause for disciplinary action.

WAC 132J-125-060 Freedom of Expression

The right of free speech is fundamental to the democratic process. Students and other members of the college community shall be free to express their views or support causes by orderly means that do not disrupt the regular and essential operations of the college.

WAC 132J-125-065 Right to Assembly

- (1) Students shall have the right of "assembly" upon college facilities that are generally available to the public. Such assembly shall:
 - (a) Be conducted in an orderly manner;
 - (b) Not unreasonably interfere with vehicular or pedestrian traffic;
 - (c) Not unreasonably interfere with classes, schedules, meetings or ceremonies, and
 - (d) Not unreasonably interfere with the regular activities of the college.
- (2) A student who conducts or participates in an assembly in a manner which causes or helps to cause a violation of this section shall be subject to discipline.
- (3) All speakers at an assembly shall allow time, insofar as circumstances reasonably permit, for a question and answer session.

Sound amplifying equipment shall not be used without permission of the college president or president's designee.

WAC 132J-125-070 Right to Outside Speakers

- (1) Any recognized student organization, after written notification to the **Executive Dean of Student Services** as prescribed herein, may invite a speaker to the college, subject to any restraints imposed by law.
- (2) The appearance of an invited speaker at the college does not represent an endorsement, either implicit or explicit, by the college.
- (3) The scheduling of facilities for hearing invited speakers shall be made through the college conference and scheduling office.
- (4) The **Director of Student Life** must be notified in writing at least four academic days prior to the appearance of an invited speaker. Notification shall include time, location and sponsoring organization. The **Executive Dean of Student Services** may make an exception to the four-day notification requirement.
- (5) All speakers shall allow time, insofar as circumstances reasonably permit, for a question and answer session.

WAC 132J-125-075 Right to Sale of Personal Property

- (1) Students have the right to engage in legal, incidental sales of personal property in private transactions.
- (2) All other sales shall take place in Lindbloom Student Center subject to the approval and requirements of the dean of student programs or designee.

WAC 132J-125-080 Distribution of Materials

- (1) Handbills, leaflets, newspapers and similar materials may be distributed free of charge upon college facilities designated by the **Director of Student Life**, provided that such distribution does not interfere with the ingress and egress of persons or interfere with the free flow of vehicle or pedestrian traffic.
- (2) All students and non-students shall register with the **Executive Dean of Student Services** prior to distributing any handbill, leaflet, newspaper or related matter, including, but not limited to, materials to be posted on college bulletin boards.
- (3) The distribution of materials is prohibited in parking areas.
- (4) All handbills, leaflets, newspapers and similar materials should identify the publisher and the distributing organization or individual.
- (5) Distribution by means of accosting individuals or unreasonably disruptive behavior is prohibited.
- (6) Any student who violates any provision of this rule relating to the distribution and sale of handbills, leaflets, newspapers or similar materials shall be subject to discipline.
- (7) Any distribution of the materials regulated in this section shall not be construed as approval of the same by the college.

WAC 132J-125-085 Denial of Access to Green River Community College

- (1) The **Executive Dean of Student Services** may deny admission to a prospective student, or continued attendance to an enrolled student, if it reasonably appears that the student would not be competent to profit from the curriculum offerings of the college, or would, by the student's presence or conduct, create a disruptive atmosphere within the college or a substantial risk of actual harm to a member of the campus community.
- (2) Denial of access decisions may be appealed, as or like disciplinary actions, to the disciplinary board or academic board, whichever is designated by the **Executive Dean of Student Services**.

WAC 132J-125-090 Trespass

- (1) In the instance of any event that the dean of students or designee deems to be disruptive of order, or deems to impede the movement of persons or vehicles, or deems to disrupt or threaten to disrupt the ingress or egress of persons from college facilities, the **Executive Dean of Student Services** or designee is authorized to:
 - (a) Prohibit the entry of any person, or withdraw from any person the license or permission to enter onto or remain upon any portion of a college facility;

Reference

- (b) Give notice against trespass to any person from whom the license or permission has been withdrawn or who has been prohibited from entering onto or remaining upon all or any portion of a college facility;
- (c) Order any person to leave or vacate all or any portion of a college facility.
- (2) Any student who disobeys a lawful order given by the **Executive Dean of Student Services** or designee pursuant to subsection (1) shall be subject to discipline.

WAC 132J-125-095 Smoking

Smoking in college buildings and in areas of the campus not specifically posted by the administration as open for smoking is not permitted. Violations of this section shall be cause for discipline.

WAC 132J-125-100 Liquor

Any student who, while in any college facility or participating in a college-related program, uses, possesses, consumes, is demonstrably under the influence of, or sells any liquor as defined in RCW 66.04.010, in violation of law or in a manner which significantly disrupts a college activity, shall be subject to discipline.

WAC 132J-125-105 Drugs/Substance Abuse

Any student who, while in any college facility or participating in a college-related program, uses, possesses, consumes, is demonstrably under the influence of, or sells any narcotic drug or controlled substance as defined in RCW 69.50.101, in violation of law or in a manner which significantly disrupts a college activity, shall be subject to discipline. For purposes of this section, "sell" includes the statutory meaning in RCW 69.50.410.

WAC 132J-125-110 Conduct at College Functions

Any student who significantly disrupts any college function by intentionally engaging in conduct that renders it difficult or impossible to continue such a function in an orderly manner, shall be subject to discipline. A college function for this purpose includes, but is not limited to, any disciplinary, grievance, or appeal meeting or hearing under these rules.

WAC 132J-125-115 Theft; Stolen Property; Robbery

Any student who, while in any college facility or participating in a college-related program, commits theft as defined in RCW 9A.56.020, or possesses stolen property as defined in RCW 9A.56.140, or commits robbery as defined in RCW 9A.56.190, shall be subject to discipline.

WAC 132J-125-120 Damaging Property

- (1) Any student who causes or attempts to cause physical damage to property owned, controlled, or operated by the district, or to property owned, controlled, or operated by another person while said property is located on college facilities, shall be subject to discipline.
- (2) Any student who in this or any other manner is guilty of malicious mischief in violation of RCW 9A.48.070 through 9A.48.100 shall be subject to discipline.

WAC 132J-125-125 Interference; Intimidation

Any student who, while in any college facility or participating in a college-related program, shall interfere by force or violence with, or intimidate by

threat of force or violence, another person who is in the peaceful discharge or conduct of his/her duties or studies, in the manner prohibited by RCW 28B.10.570 or 28B.10.571, shall be subject to discipline.

WAC 132J-125-130 Offensive Language

Any student who, while in any college facility or participating in a college-related program, and without a privilege to do so, uses language which he/she knows or should know is offensive to a reasonable person, shall be subject to discipline.

WAC 132J-125-135 Sexual Harassment

Any student who, while in any college facility or participating in a college-related program, knowingly engages in unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature, where such behavior offends the recipient, causes discomfort or humiliation, or interferes with job or academic performance, shall be subject to discipline.

WAC 132J-125-140 Forgery or Alteration of Records

Any student who, while in any college facility or participating in a college-related program, engages in forgery, as defined in RCW 9A.60.020, shall be subject to discipline.

WAC 132J-125-145 Computer Trespass

Any student who, without authorization, intentionally gains access to a computer system or electronic data of another student, a faculty member, or the district, in violation of RCW 9A.52.110 through 9A.52.130, shall be subject to discipline.

WAC 132J-125-150 Firearms/Explosives

Any student who, while in any college facility or participating in a college-related program, uses or has on his/her person firearms or explosive materials, without written permission of the **Executive Dean of Student Services** or executive vice president's designee, shall be subject to discipline.

WAC 132J-125-155 Other Punishable Acts

Any student who, while in any college facility or participating in a college-related program, commits any other act which is a crime under the laws of the state of Washington or the United States and which act does not otherwise violate a rule of student conduct, shall be subject to discipline.

WAC 132J-125-160 Initiation and Types of Nonacademic Discipline

- (1) Any college administrator, except the president or a member of the disciplinary board, may take either of the following disciplinary actions against a student, for causes other than cheating or classroom misconduct:
 - (a) Warning: An oral or written notice to a student that college expectations about conduct have not been met;
 - (b) Reprimand: A written notice, designated as a reprimand, which censures a student for improper conduct and includes a warning that continuation or repetition of improper conduct may result in other, further discipline.
- (2) A copy of any written warning or reprimand should be provided to the **Executive Dean of Student Services**.

Reference

- (3) The **Executive Dean of Student Services**, or designee, after meeting or attempting to meet with the student to advise of the potential violation and penalties, may issue a warning or reprimand or take any of the following disciplinary actions against a student, for causes other than cheating or classroom misconduct:
- (a) Probation: A written statement placing specific conditions upon the student's continued attendance at the college, for a stated period of time not exceeding termination of the student's enrollment. Violation of any such condition shall be cause for further disciplinary action;
- (b) Suspension or Dismissal: Written termination of status as a student at the college, for a period of time that is limited (suspension) or indefinite or open-ended (dismissal). The written notice should indicate any condition(s) for re-admission, and that written application for re-admission must be made to the **Executive Dean of Student Services**. Upon receipt of such an application, with justification deemed adequate by the dean, the student may be re-admitted. No fees will be refunded for the quarter in which the action is taken;
- (c) Monetary fine or restitution: A written order, alone or combined with another disciplinary action, requiring the student to pay, within a stated time limit, appropriate restitution for a financial loss caused by the student's misconduct and/or a monetary fine not exceeding one quarter's tuition. Failure to pay shall be cause for further disciplinary action and/or canceling and barring the student's registration.
- (4) Any written notice of disciplinary action under this rule (a) shall be either delivered personally or mailed by first class mail to the student's last known address, within sixty academic days after the later of the student misconduct or the date the misconduct was discovered or should have been discovered, and (b) shall advise the student of his/her right to appeal under these rules.

WAC 132J-125-165 Appeal of Nonacademic Discipline

A student may appeal a nonacademic disciplinary action by filing with the **Executive Dean of Student Services**, within twenty days after the earlier of personal delivery or mailing of notice of the disciplinary action, a written application for an adjudicative proceeding conducted by the disciplinary board. The executive vice president or designee has discretion to extend this deadline for good cause.

WAC 132J-125-170 College Disciplinary Board

- (1) The Green River Community College Disciplinary Board is hereby established. The purpose of the disciplinary board is to provide a student with an opportunity to be heard by an independent body with regard to nonacademic discipline.
- (2) The disciplinary board shall be composed of five members, who should be chosen no later than November 1st of each academic year. The board members shall be selected as follows:
- (a) The recognized faculty organization shall appoint one member and an alternate; each such person shall serve a two-year term, which shall automatically be extended until his/her successor is appointed.
- (b) The president of the recognized student organization shall appoint two members and an alternate; each such person shall serve a one-year term, which shall automatically be extended until a successor is appointed.

- (c) The college president shall appoint one member and an alternate from the college administration, neither of them being the **Executive Dean of Student Services**, who shall serve at the pleasure of the president.
- (d) The chairperson of the board shall be the person functioning as **Executive Dean of Student Services** or his/her designee; if that dean is disqualified from serving, the chairperson shall be the person functioning as **Executive Dean of Student Services** or his/her designee.

SECTION III ACADEMIC RESPONSIBILITIES AND RIGHTS

WAC 132J-125-180 Academic Responsibilities

Admission to Green River Community College carries with it the presumption that students will conduct themselves as responsible and honorable members of the college community. Students are expected to maintain high standards of academic honesty and integrity.

WAC 132J-125-190 Student Academic Rights

- (1) A student has the right to fair and equal treatment in all areas of academic concern.
- (2) A student has the right to a fair evaluation of his/her academic work.
- (3) A student has the right to clearly stated criteria for evaluation by the faculty.
- (4) A student has the right to appeal any academic discipline.

WAC 132J-125-200 Plagiarism/Cheating

- (1) Any student who, for the purpose of fulfilling or partially fulfilling any assignment or task required by the faculty as part of the student's program of instruction, shall commit plagiarism or otherwise knowingly tender any work product that the student falsely represents to the faculty as the student's work product, in whole or in part, shall be subject to discipline.
- (2) Any student who knowingly aids or abets the accomplishment of cheating, as defined in subsection (1) of this section, shall also be subject to discipline.

WAC 132J-125-210 Classroom Conduct

Any student who significantly disrupts any college class and makes it unreasonably difficult to conduct the class in an orderly manner shall be subject to discipline.

WAC 132J-125-220 Initiation of Academic Discipline

- (1) After considering available information about possible violation of an academic rule:
 - (a) A college instructor, after meeting or attempting to meet with the accused student, and upon written notice to the student, may assign to the student a lower or failing grade for an individual project, test or paper or for the entire course;

Reference

- (b) The instructor's dean, after consulting with the division or department involved and meeting or attempting to meet with the accused student, may recommend modification of the instructor's action and/or dismissal of the student from the college;
 - (c) The **Executive Dean of Student Services**, after consulting with the dean and meeting or attempting to meet with the accused student, may modify the instructor's action and/or place the student on probation or dismiss the student from the college.
- (2) Written notice of any academic discipline under this rule (a) shall be either delivered personally or mailed by first class mail to the student's last known address, within sixty academic days after the later of the student misconduct or the date the misconduct was discovered or should have been discovered, and (b) shall advise the student of his/her right to appeal under these rules.

WAC 132J-125-230 Student Academic Grievance

An academic grievance refers to a claim by a student that:

- (1) A specific grade assigned to the student by an instructor is the result of an arbitrary or capricious application of otherwise valid standards of academic evaluation;
- (2) The standards employed by an instructor in evaluating the student's academic progress are arbitrary or capricious; or
- (3) An instructor or academic administrator has made an arbitrary or capricious decision or taken an arbitrary or capricious action which adversely and significantly affects the student's academic standing or career.

WAC 132J-125-240 Appeal of Academic Discipline; Filing of Academic Grievance

- (1) A student may appeal academic discipline or initiate an academic grievance by the following steps:
 - (a) Step One — Within ten days of the earlier of mailing or personal receipt of notice of the disciplinary action or receipt of notice or information about the facts on which the grievance is based, the student must meet or deliver a written request to meet immediately with his/her instructor to discuss the specific academic discipline or grievance.
 - (b) Step Two — If no resolution occurs, the student must notify the dean of student services. That dean or his/ her designee shall attempt to arrange a meeting with the student, faculty member and division chairperson.
 - (c) Step Three — If no resolution occurs, the student must again notify the **Executive Dean of Student Services** or designee, who shall attempt to arrange a meeting between the student and the appropriate instructional administrator.
 - (d) Step Four — If no resolution occurs, the student must again notify the **Executive Dean of Student Services** or designee, who shall attempt to arrange a meeting between the student and the executive vice president.
- (2) Every affected person shall act promptly and in good faith to complete these four steps in an expeditious manner. Failure to act promptly and in good faith shall be cause for the **Executive Dean of Student Services** or designee to uphold or dismiss the appeal or grievance without completion of any remaining step, provided that any such action shall itself be appealable to the academic board.

- (3) If no resolution has occurred through use of all of these four steps within twenty days after the action being challenged in the student's appeal or grievance, the student may file with the **Executive Dean of Student Services**, within thirty days after the action being challenged, a written application for an adjudicative proceeding conducted by the academic board. The executive vice president or designee has discretion to extend this deadline for good cause.

WAC 132J-125-250 College Academic Board

- (1) The Green River Community College Academic Board is hereby established. The purpose of the academic board is to provide a student with an opportunity to be heard by an independent body with regard to discipline and/or an academic grievance.
- (2) The academic board shall be composed of five members, who should be chosen no later than November 1st of each academic year. The board members shall be selected as follows:
 - (a) The recognized faculty organization shall appoint two members and an alternate; each such person shall serve a two-year term, one beginning and ending in even-numbered years and the other in odd-numbered years, which term shall automatically be extended until a successor is appointed.
 - (b) The president of the recognized student organization shall appoint one member and an alternate; each such person shall serve a one-year term, which shall automatically be extended until a successor is appointed.
 - (c) The college president shall appoint one member and an alternate from the college administration, neither of them being the **Executive Dean of Student Services**, who shall serve at the pleasure of the president.
 - (d) The chairperson of the board shall be a college dean not previously involved in the case, as designated by the **Executive Dean of Student Services**.

SECTION IV DISCIPLINE/GRIEVANCE ADJUDICATIONS

WAC 132J-125-260 Discipline and Grievance—Type of Adjudicative Proceeding

- (1) A student may appeal a disciplinary action or continue an academic grievance by filing a written application for an adjudicative proceeding with the **Executive Dean of Student Services** as specified in WAC 132J-125-165 or 132J-125-240. The application may, but need not, be on a form provided under WAC 132J-108-040.
- (2) The **Executive Dean of Student Services** or designee shall determine, after promptly meeting or attempting to meet with the student, (a) whether the disciplinary board or the academic board should hear the appeal and (b) whether the matter will be heard as a regular adjudicative proceeding or a brief adjudicative proceeding.
- (3) In an academic grievance case or a case where the student is appealing disciplinary dismissal from the college, the student shall be entitled to a regular adjudicative proceeding under WAC 132J-125-280 if he/she files a proper written application for such a proceeding.
- (4) In any other case, the matter shall be handled as a brief adjudicative proceeding under WAC 132J-125-290.

Reference

WAC 132J-125-270 Discipline and Grievance— Proceedings Generally

In both adjudicative proceedings and brief adjudicative proceedings:

- (1) The matter shall be heard by the presiding officer de novo.
- (2) No person may serve as a presiding officer or board member in a particular case if he/she has direct and significant personal knowledge of the relevant facts. Disqualification and replacement of a board member, for a particular case only, shall be as provided in RCW 34.05.425, with substitution of that member's alternate.
- (3) Failure to participate or cooperate in the proceeding may be taken into consideration by the presiding officer and shall not preclude the presiding officer from making a decision. This shall not in any way limit the possibility of a default under RCW 34.05.440.
- (4) The **Executive Dean of Student Services** may designate a representative on behalf of the disciplinary action or faculty member. No attorney representative of any party may participate in a hearing unless he/she has filed and served a notice of appearance at least five days before the hearing, but in the event of such notice any other party may also have counsel.
- (5) The presiding officer may exclude from a meeting or hearing any person whose conduct is disruptive.
- (6) The presiding officer and, subsequently, a reviewing officer may affirm, modify, or reverse any previous decision or action in the matter, and a reviewing officer may remand, in accordance with RCW 34.05.464 or RCW 34.05.491 as applicable.

WAC 132J-125-280 Discipline and Grievance—Regular Adjudicative Proceedings

In a regular adjudicative proceeding:

- (1) RCW 34.05.413 through 34.05.476 and chapters 10-08 and 132J-108 WAC shall govern, unless otherwise provided in these rules. For purposes of RCW 34.05.425 and WAC 132J-108-020, the college board of trustees and college president designate the appropriate hearing board (disciplinary or academic) as presiding officer and designate that board's chairperson to make procedural decisions.
- (2) The presiding officer shall designate a nonvoting record-keeping clerk and may designate additional nonvoting staff as appropriate. Hearings shall be recorded, in accordance with WAC 10-08-170.
- (3) The presiding officer may conduct pre-hearing conference(s) in accordance with RCW 34.05.431 and WAC 10-08-130.
- (4) The presiding officer may permit or conduct discovery as provided in RCW 34.05.446, WAC 10-08-120, and WAC 132J-108-060.
- (5) The presiding officer(s) shall give not less than seven days advance written notice of a hearing to all parties and intervener, except where such notice is waived, in accordance with RCW 34.05.434, WAC 10-08-040 or other applicable law.
- (6) Four board members shall constitute a quorum and decisions shall require three or more votes.
- (7) Hearings shall be conducted in accordance with chapter 34.05 RCW and chapters 10-08 and 132J-108 WAC.

- (8) In a disciplinary proceeding, the burden of proof shall be on the party seeking to uphold the discipline to establish good cause by a preponderance of the evidence. In a grievance proceeding, the burden of proof shall be on the student to establish his/her claim by a preponderance of the evidence.
- (9) Within the ninety days specified in RCW 34.05.461, and preferably within thirty days, the presiding officer shall serve on the parties and the president an initial order. At the same time, a full and complete record of the proceedings shall also be transmitted to the president. The initial order shall include a statement of findings and conclusions and otherwise comply with RCW 34.05.461 and WAC 10-08-210. It shall also describe the available administrative review procedures specified in the following subparagraph.
- (10) The initial order shall become the final order, without further action, unless within twenty days of service of the initial order (a) the president or president's designee, upon his/her own motion, determines that the initial order should be reviewed or (b) a party to the proceedings files with the president a written petition for administrative review of the initial order. RCW 34.05.464 and WAC 10-08-211 shall apply to any such determination or petition.

WAC 132J-125-290 Discipline and Grievance—Brief Adjudicative Proceedings

In a brief adjudicative proceeding:

- (1) RCW 34.04.485 through 34.05.494 and WAC 10-08-080 shall govern, unless otherwise provided in these rules. For purposes of RCW 34.05.485 and WAC 132J-108-020, the college board of trustees and college president designate the chairperson of the appropriate hearing board (disciplinary or academic) as the sole presiding officer of a brief adjudicative proceeding.
- (2) The presiding officer shall serve on the parties and the president an initial order, a brief written statement of the reasons for the decision, within ten days, in accordance with RCW 34.05.485. That statement shall describe the available administrative review procedures specified in the following subparagraph.
- (3) Within twenty-one days after service of the initial order, (a) either party may make a written or oral request for administrative review by the president or (b) the president or president's designee may review the matter on his/her own motion. Any such review shall be governed by RCW 34.05.491. If no such review is taken, the initial order shall be the final order.

WAC 132J-125-300 Summary Suspension or Removal

- (1) A student who significantly disrupts any college class, function, or hearing and makes it unreasonably difficult to conduct the class, function, or hearing in an orderly manner shall be subject to summary suspension or removal. This summary action may be in addition to any other disciplinary action for the same misconduct.
- (2) A faculty member, the **Executive Dean of Student Services**, an instructional dean, the coordinator or director of student activities, or designee of any of them, who has observed or otherwise has knowledge about such a disruption, may summarily suspend a student and/or order removal of the student from all or part of the college facilities for a period of up to five academic days. The student ordinarily should, but need not be, warned that such action is possible and given a chance to correct the offensive behavior before summary action is taken.

Reference

- (3) The student shall be notified, verbally and/or by a writing mailed by first class mail to the student's last known address or hand delivered, of the summary action taken and the time period during which it is effective. The suspension or removal may begin immediately and may be renewed for an additional five-day period.
- (4) Upon the student's written request, made within five days of the earlier mailing or personal receipt of notice of the summary action, the suspension or removal shall be reviewed by the dean of students. After such review, the executive vice president shall issue a written decision continuing, modifying or rescinding the summary action and/or taking any further disciplinary action that he/she deems appropriate.
- (5) A student may appeal a summary suspension or removal like any other disciplinary action, by filing an application for an adjudicative proceeding under WAC 132J-125-260. The presiding officer may consolidate this appeal with any related pending matter.

WAC 132J-125-310 Recordkeeping

- (1) The **Executive Dean of Student Services** shall maintain for at least six years the following records of student grievance and disciplinary actions and proceedings:
 - (a) only initial and final orders in cases where a student's grievance has been sustained or a disciplinary action against a student has been reversed and the student fully exonerated;
 - (b) the complete records, including all orders, in all other cases where adjudication has been requested;
 - (c) a list or other summary of all disciplinary actions reported or known to the executive vice president and not appealed.
- (2) Final disciplinary actions shall be entered on student records, provided that the **Executive Dean of Student Services** shall have discretion to remove some or all of that information from a student's record upon the student's request and showing of good cause.

WAC 132J-108-020 Appointment of presiding officers

The presiding officer for an adjudicative proceeding shall be designated by rule or, in the absence of an applicable rule or effective designation, appointed by the president or president's designee. The presiding officer shall be an administrative law judge, a member in good standing of the Washington State Bar Association, a panel of individuals, the president or his or her designee, or any combination of the above. Where more than one individual is designated to be the presiding officer, one person shall be designated by the president or president's designee to make decisions concerning discovery, closure, means of recording adjudicative proceedings, and similar matters.

WAC 132J-108-050 Brief adjudicative procedures

This rule is adopted in accordance with RCW 34.05.482 through 34.05.494, the provisions of which are hereby adopted. Brief adjudicative procedures shall be used in all matters related to: (1) Residency determinations made pursuant to RCW 28B.15.013, conducted by the admissions office; (2) Challenges to contents of education records; (3) Student conduct proceedings, except as otherwise provided in another rule; (4) Parking and traffic violations, permits, fines, and penalties; (5) Outstanding debts owed by students or employees; (6) Loss of eligibility for participation in institution sponsored athletic events; (7) Refund of tuition and special fees under WAC 132J-160-010 through 132J-160-050.

STANDARDS OF CONDUCT**Proscribed Student Conduct**

A student will be subject to disciplinary action or sanction upon violation of any of the following conduct violations:

- 1) Possession, use, or distribution on campus of any controlled substance as defined by the laws of the United States or the State of Washington, except as permitted by law;
- 2) Violation of the college policy on alcoholic beverages, which states: "Any student who, while in any college facility or participating in a college-related program, uses, possesses, consumes, is demonstrably under the influence of, or sells any liquor as defined in RCW 66.04.010, in violation of law or in a manner which significantly disrupts a college activity, shall be subject to discipline."

Proscribed Employee Conduct

Green River Community College intends to provide a drug-free work environment. Each employee is expected to report to work in an appropriate mental and physical condition to perform his/her assigned duties.

Therefore, the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance (or alcohol) in and on GRCC owned and controlled property, or while conducting college business, is prohibited.

DISCIPLINARY SANCTIONS**Students**

Official college action will be taken when violation of state law or college policy regarding alcohol and other illicit drugs occur. Initiation and types of non-academic discipline are described on pages, 217-218.

Employees

Violation of this policy will result in disciplinary action being taken in accordance with the Higher Education Personnel Board rules, bargaining unit agreements, tenure laws, or referral for prosecution. Violation will be reason for discipline, up to and including termination of employment, or for the employee to be required to participate in evaluation and treatment for a substance use disorder.

Applicable Legal Sanctions

A description of the applicable legal sanctions for the unlawful possession or distribution of illicit drugs and alcohol can be found below.

WASHINGTON STATE DRUG LAWS**RCW 46.61.502 & 504 & 515 Driving Under the Influence**

Prohibits operating motor vehicle while under the influence of an intoxicating liquor or any drug. Discusses penalties and Alcohol Information School.

RCW 46.61.517 Refusal to Take Alcohol Test

Refusal to take an alcohol test is admissible in a court of law.

Reference

RCW 66.24.481 Public Place or Club

No public place may keep liquor or permit its consumption unless authorized by a state banquet permit.

RCW 66.44.100 Opening or Consuming Liquor in Public Place

Prohibits consuming liquor in a public place.

RCW 66.44.200 Sales to Persons Apparently Under the Influence of Liquor

Prohibits the sale of any alcohol to a person apparently under the influence of liquor. (At the University, it is also contrary to the Alcohol Policy to furnish or permit alcohol to be served to persons who are intoxicated.)

RCW 66.44.270 Furnishing Liquor to Minors—Possession, Use

Prohibits the sale or supply of liquor to a minor, and prohibits anyone from permitting a minor to consume liquor on premises under that person's control. Prohibits minors from possessing, consuming, or otherwise acquiring any liquor.

RCW 66.44.290 & 291 Minors Purchasing

Prohibits anyone under age 21 from purchasing or attempting to purchase alcohol.

RCW 66.44.310 Misrepresenting Age

Prohibits using a false identification card or misrepresenting your age.

RCW 66.44.320 Sale to a Minor

Prohibits the sale of alcohol to anyone under age 21.

RCW 66.44.325 & 328 False Identification

Prohibits the use and manufacture of false ID cards.

RCW 66.44.370 Resisting Arrest

Prohibits anyone from resisting arrest by a law enforcement official.

RCW 69.41.340 Steroid Use by Student Athletes

Prohibits the use of steroids by student athletes. Announces loss of eligibility for use.

RCW 69.50.401 Prohibited Acts: A - Penalties

Prohibits the manufacture, delivery, or possession with intent to manufacture or deliver, a controlled substance. Any person in violation with respect to: (i) a Schedule I or II narcotic, is guilty of a crime and upon conviction may be imprisoned for up to 10 years. If the crime involved less than two kilograms of the drug, fined up to \$25,000; or if the crime involved two or more kilograms of the drug, then fined up to \$100,000 for the first two kilograms and up to \$50 for each additional gram. The sentence may include both imprisonment and fine. (ii) any other Schedule I, II, III substance is guilty of a crime and may be imprisoned for up to five years, fined up to \$10,000 or both. Nor may anyone be in possession of a controlled substance unless it was obtained through a valid prescription of a practitioner. Any person found guilty of possession of 40 grams or less of marijuana shall be guilty of a misdemeanor.

RCW 69.50.406 Distribution to Persons Under Age Eighteen

Anyone 18 years of age or over who distributes a controlled substance that is a narcotic drug to a person under 18 is punishable by the fine and/or imprisonment of up to twice that authorized by RCW 69.50.401 (a) (1) (i).

RCW 69.50.408 Second Subsequent Offenses

Second or subsequent offenses are punishable by twice the imprisonment and/or fine that is otherwise authorized.

RCW 69.50.410 Prohibited Acts: D - Penalties

Prohibits the sale for profit any controlled substance or counterfeit substance.

Any person convicted of this subsection shall receive a sentence of up to five years in prison for the first offense, or a mandatory sentence of five years in prison for a subsequent offense and no judge may suspend or defer the second sentence.

Violation of this subsection by selling heroin is punishable by a mandatory sentence of two years in prison and no judge of any court shall suspend or defer the sentence. Any person convicted on a second or subsequent sale of heroin shall receive a mandatory sentence of 10 years in prison and no judge shall suspend or defer the second sentence.

In addition to the sentences provided, any person convicted of a violation of this subsection shall be fined in an amount calculated to at least eliminate and all proceeds of profits gained by such person as a result of sales of controlled substances, up to the amount of \$500,000 on each count.

RCW 69.50.412 Prohibited Acts: E - Penalties

Prohibits the use of drug paraphernalia to plant, grow, harvest, manufacture, produce, prepare, test, store, or introduce into the human body a controlled substance is guilty of a misdemeanor. Prohibits the delivery, possession with intent to deliver, or manufacture with intent to deliver drug paraphernalia to a person under 18 years of age who is at least three years of age his junior is guilty of a gross misdemeanor. Any person 18 years of age or over who violates this subsection by delivering drug paraphernalia to a person under 18 years of age who is at least three years of age his junior is guilty of a gross misdemeanor.

RCW 69.50.420 Violations—Juvenile Driving Privileges

If a juvenile between 13 and 21 is convicted of a violation of this chapter, the court shall notify the Department of Licensing within 24 hours after the entry of the judgment.

RCW 69.50.430 Additional Fine for Certain Felony Violations

Every person convicted of possessing, delivering, manufacture, or selling a controlled substance shall, for a first offense, be fined \$1,000 in addition to any other fine or penalty imposed. Persons found guilty of a second or subsequent offense shall receive a mandatory \$2,000 fine. Unless the court finds the person to be indigent, this additional fine shall not be suspended or deferred by the court.

Note: A person convicted of a misdemeanor shall, for a first offense, be imprisoned for not less than 224 consecutive hours and fined not less than \$250. On a second or subsequent offense, the fine shall not be less than \$500.

RCW 69.52.030 Imitation Substances

Prohibits the sale or misrepresentation of a substance as an illicit drug.

Reference

FEDERAL DRUG LAWS

Sanctions for possession and trafficking of controlled substances:

21 U.S.C. 844 (a)

First conviction: Up to 1 year imprisonment and/or a \$1,000 to \$100,000 fine. Subsequent convictions: 15 days to 3 years in prison and/or a \$2,500 to \$250,000 fine. Special sentencing for crack cocaine: 5 to 20 years in prison and/or up to \$250,000 fine, if: (a) first conviction and the amount of crack exceeds 5 grams:

(b) second crack conviction and the amount of crack exceeds 3 grams: (c) third or subsequent conviction and the amount of crack exceeds 1 gram.

21 U.S.C. 853 (A) (2) and 881 (a) (4) and 881 (a) (7)

Forfeiture and property used to possess a controlled substance if the offense is punishable by more than one year imprisonment. Forfeiture of vehicles, boats, or aircraft used to transport or conceal a controlled substance.

Civil fine of up to \$10,000.

21 U.S.C. 853a and 18 U.S.C. 922 (g)

Denial of Federal benefits, such as student loans, grants, contracts, and licenses, up to 1 year for first offense, up to 5 years for subsequent offenses. Revocation of Federal licenses and benefits, e.g. pilot licenses, public housing tenancy, etc., are within the authorities of some Federal agencies. Ineligible to receive or purchase a firearm.

Washington Legal Sanctions Relating to Manufacturing, Selling, or Delivering a Controlled SubstanceSchedule I or II Narcotic (i.e., cocaine, heroin, opium)

Quantity: Less than two kilograms

First Offense: Imprisonment of not more than 10 years, or fine of not more than \$25,000, or both.

Second Offense, up to twice the prison term and fine.

Schedule I or II Narcotic (i.e., cocaine, heroin, opium)

Quantity: Two or more kilograms

First Offense: Imprisonment of not more than 10 years, or fine of not more than \$10,000 for first two kilograms and not more than \$50 for each additional gram, or both (fine and imprisonment).

Second Offense: up to twice the prison term and fine.

Any other controlled substance classified in Schedule I, II, III, IV, or V

Quantity: Any

First Offense: Imprisonment of not more than five years, or fine of not more than \$10,000, or both.

Second Offense, up to twice the prison term and fine.

Sale for profit of any controlled substance classified in Schedule I

Quantity: Any

First Offense: Imprisonment of not more than five years, or fine of up to \$500,000.

Second Offense, mandatory, sentence of five years.

Sale of Heroin

Quantity: Any

First Offense: Mandatory two-year imprisonment, or fine of up to \$500,000.

Second Offense, mandatory, sentence of five years.

Use of drug paraphernalia to plant, grow, store, inject, or otherwise insert into the human body a controlled substance

Quantity: Any

First Offense: Imprisonment not less than 24 hours, or fine of not less than \$250.

Second Offense, fine of not less than \$500.

LEGAL SANCTIONS RELATING TO VIOLATIONS OF WASHINGTON ALCOHOL BEVERAGE CONTROL ACTSale or supply of liquor to any person under the age of 21.

First Offense: fine of not more than \$500, or imprisonment for not more than two months, or both.

Second Offense, imprisonment of not more than six months.

Third or Subsequent Offense, imprisonment of not more than one year.

Possession, consumption, or acquisition of liquor by any person under the age of 21 (Minor in Possession/MIP).

First Offense: Fine of not more than \$500, or imprisonment for not more than two months, or both.

Second Offense, imprisonment of not more than six months.

Third or Subsequent Offense, imprisonment of not more than one year.

Purchase or attempted purchase of liquor by any person under the age of 21*.

First Offense: Fine of not more than \$500, or imprisonment for not more than two months, or both.

Second Offense, imprisonment of not more than six months.

Third or Subsequent Offense imprisonment of not more than one year.

*For those between the ages of 18 and 21: Fine of not less than \$250 and not fewer than 25 hours of community service.

Counseling, Treatment, Rehabilitation or Re-entry Resources

The following campus and community resources are available to employees and students.

CAMPUS AND COMMUNITY RESOURCES**On Campus****GRCC Counseling Services – (253) 833-9111 ext. 4292**

Provides short-term personal counseling services to students. Short-term counseling is defined as typically five to seven 50-minute sessions and a referral to off-campus resources as appropriate. Counseling services are free and confidential within the confines of the law.

GRCC Health Services – (253) 833-9111 ext. 2430

Health education programs, resources and referral information on a wide range of health-related topics.

Reference

GRCC Women's Programs – (253) 833-9111 ext. 2547

A drop-in center offering support, resource library and referral information to current and prospective women students.

Off Campus

Washington State Employee Advisory Service – (206) 464-6883, Seattle

A state of Washington program offering brief counseling and referral services to any state employee or family member who has a personal problem that affects his or her job performance.

Alcoholics Anonymous/Alanon/Alateen – (206) 625-0000, Seattle

24-hour hot-line offering meeting information.

Alcohol/Drug Helpline – 1-800-562-1240

State-wide 24-hour telephone service offers crisis intervention and emotional support to persons with alcohol and other drug related problems. Information and referral to community resources.

Puget Sound Treatment Center – 1-800-522-0920, Tacoma

Inpatient, hospital based program plus four-month aftercare services and family program.

Cedar Hills Treatment – (206) 296-8700, Maple Valley

Inpatient treatment for low-income population.

Sundown M Ranch Outpatient Center – (253) 952-4321, Federal Way

Outpatient treatment, assessment, and alcohol and drug information school.

Residence XII – (425) 823-8844, Kirkland

Assessment, inpatient, and outpatient treatment for women only.

Thunderbird Treatment Center — (206) 722-7152, Seattle

Inpatient treatment for low income population, veterans and Native Americans.

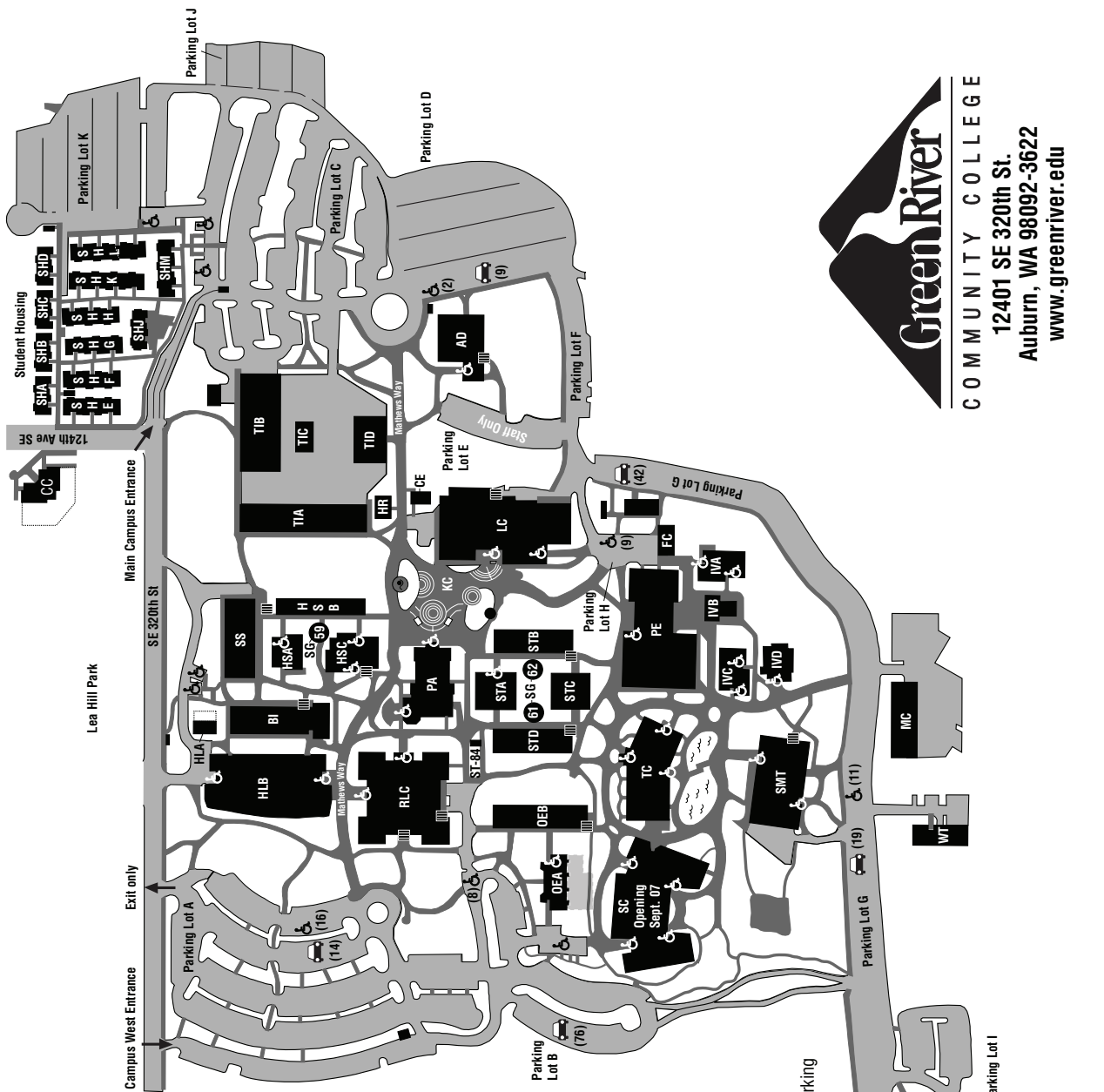
Valley Cities Counseling and Consultation – (253) 874-1475, Federal Way

DUI assessment, intensive outpatient, and outpatient treatment.

As noted, this Student Code has been modified to reflect current titles and offices at Green River Community College. While these changes have yet to be codified with the State of Washington, when the Code is updated, it will be posted at www.greenriver.edu. You will be required to read and follow the updated Code.



Reference



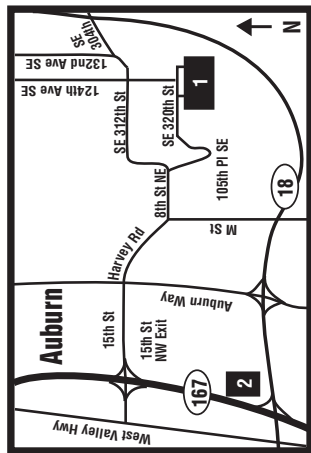
Green River
COMMUNITY COLLEGE
12401 SE 320th St.
Auburn, WA 98092-3622
www.greenriver.edu

CAMPUS KEY
↑ N

- AD Administration
- Security and Parking
- Visitor Information
- Business & Industry
- Child Care Center
- CE Continuing Education
- FC Fitness Center
- HLA HLB/FLC Plant
- HLB Holman Library
- HR Human Resources
- HSA, B, C Humanities & Science
- IV A, B, C, D International Village
- KC Kennelly Commons
- LC Lindbloom Student Center
- MC Maintenance Center
- OE A, B Occupational Education
- PA Performing Arts Center
- PE Physical Education
- RLC Rutkowski Learning Center
- SC Science Center
- SG 59, 61, 62 Study Gallery
- SH A-M Student Housing
- SMT Science, Math & Technology
- SS Social Science
- ST A, B, C, D Science & Technology
- ST 84 Greenhouse
- TC Technology Center
- TI A, B, C, D, E Trades & Industry
- WT Water Technology (WETRC)
- ♿ (#sp) Automatic Access Doors/ADA Parking
- ♿ (#sp) Carpool
- III Stairs

Reference

Green River Community College



1 Main Campus, Auburn
Located at 12401 SE 320th Street

Southbound

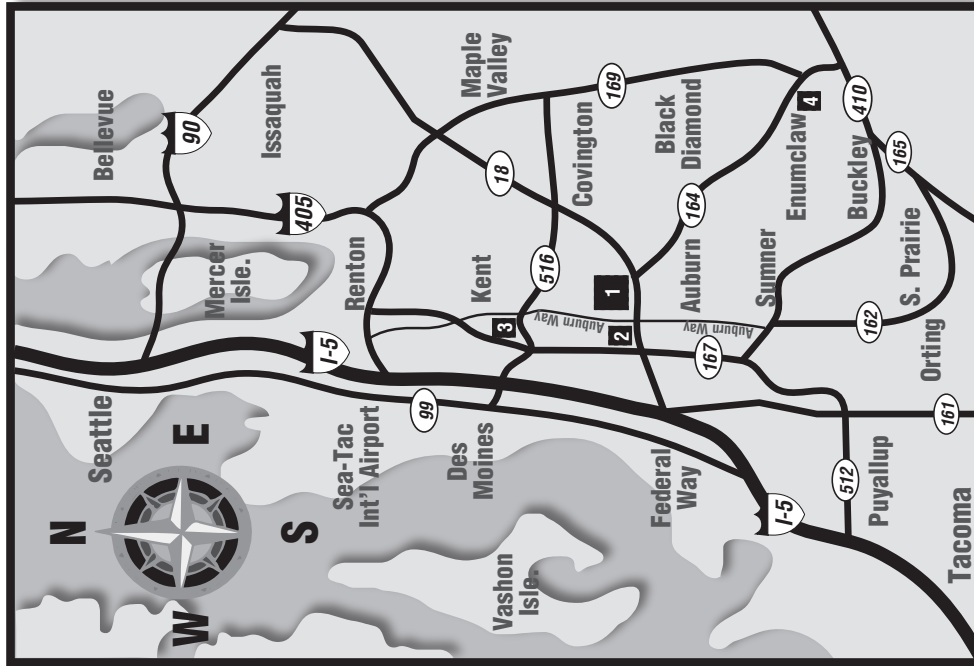
1. Take Hwy 167 South toward Kent / Auburn
2. Take the 15th Street NW exit. Turn left onto 15th Street NW. (15th Street NW becomes Harvey Road.)
3. Turn left onto 8th Street NE. (8th Street NE becomes SE 320th Street.) (SE 320th Street becomes Lea Hill Road SE.)
4. Turn right onto 105th Place SE.
5. Turn left onto 107th Street SE.
6. 107th Place SE becomes SE 320th Street.

Northbound

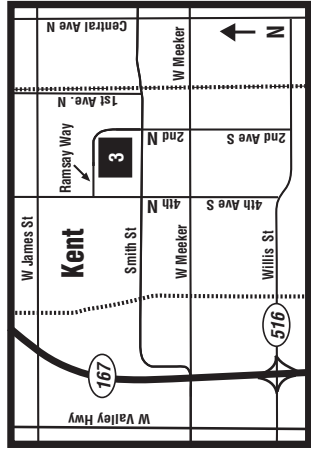
1. Take Highway 18 East toward Auburn / North Bend.
2. Take the SE 304th Street exit toward SE 312th Street.
3. Turn right onto SE 304th Street. (SE 304th Street becomes 132nd Avenue SE.)
4. Stay Straight to go onto 132nd Way SE. (132nd Way SE becomes SE 312th Street.)
5. Turn left onto 124th Avenue SE
6. Turn right onto SE 320th Street.

2 Auburn Center
Located at 110 2nd Street SW

1. Take Highway 18 east toward Auburn.
2. Take the C Street SW exit.
3. Turn left onto C Street SW. Take the 3rd Street SW ramp.
4. Turn left onto S Division Street. Turn left onto 2nd Street SW.



Regional Map



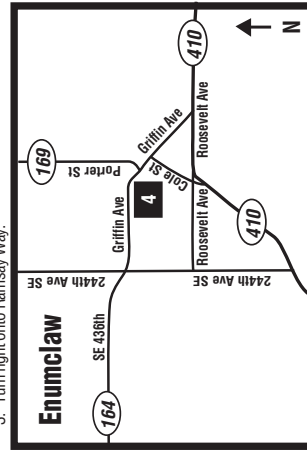
3 Kent Campus
Located at 417 Ramsay Way, Suite 112

Southbound

1. From Highway 167, take the Willis Street exit. Take a left onto Willis Street.
2. Heading east on Willis Street, turn left (north) on 4th Avenue S.
3. Turn right onto Ramsay Way.

Northbound

1. From Highway 167, take the Willis Street exit. Take a right onto Willis Street.
2. Heading east on Willis Street, turn left (north) on 4th Avenue S.
3. Turn right onto Ramsay Way.



4 Enumclaw Campus
Located at 1414 Griffin Avenue

Southbound

1. Take Highway 18 East. Take the Auburn / Enumclaw exit onto Auburn Way S.
2. Take a left onto Auburn Way (Highway 164). Travel about 12 miles, Highway 164 turns into Griffin Avenue.

PB257051229



Reference

GLOSSARY

AA-DTA – Associate in Arts–Direct Transfer Agreement

AAA – Associate in Applied Arts

AAA-PTS – Associate in Applied Arts–Professional Technical Studies

AAS – Associate in Applied Science.

AAS-PTS – Associate in Applied Science–Professional Technical Studies

AB-DTA – Associate in Business–Direct Transfer Agreement

Academic – Pertaining to a liberal arts program of study, as opposed to a professional or technical program. Term used with degree, program, or course.

Academic calendar – A two-year calendar indicating quarter start and end dates, holidays to be observed by GRCC campuses, and other non–class days.

Academic certificate – Awarded for recognition of accomplishment in an academic program.

Academic standards – College policy that requires students to maintain a minimum grade point average of 2.0.

AD – Associate Development Degree

Adding or dropping classes (courses) – Making changes to your schedule by enrolling in additional courses or withdrawing from courses.

Admission – Permission to enroll in courses.

Advising – The process of determining with an advisor which courses you need to meet your educational goals.

Advisor – The faculty member, administrator, or Educational Planning Center staff person who helps you in the advising process.

AM-DTA – Associate in Math Education–Direct Transfer Agreement

A-PP – Associate Pre–Professional

Application – The process of applying for admission to the college or to a specific program of study; also the form you fill out to apply.

Articulation agreement – An agreement between the college and certain high schools or other colleges by which specific courses taken at one institution are allowed for automatic credit at the other institution.

AS-Opt 1 – Associate in Science degree (Option 1)

AS-Opt 2 – Associate in Science degree (Option 2)

AS-T – Associate of Science–Transfer degree

Associate Development – A degree designed for students to plan their educational program with self-direction and development without specific requirements in subject areas.

Associate in Applied Arts – A degree designed for students in professional technical programs, generally in business and business–related fields.

Associate in Applied Science – A degree designed for students in professional technical programs, generally in health sciences, technical, and trades subjects.

Associate in Arts – Liberal arts degree fulfilling the general requirements taken by college freshmen and sophomores. Students must complete 90 quarter credits in courses numbered 100 or above and meet specific distribution requirements.

Associate in Biology Education – A degree for students pursuing a career as a secondary biology teacher.

Associate in Business – A degree for students pursuing a career in the field of business.

Associate in Chemistry Education – A degree for students pursuing a career as a secondary chemistry teacher.

Associate in General Science Education – A degree for students pursuing a career as a secondary science teacher.

Associate in Math Education – A degree for students pursuing careers as secondary math or science teachers.

Associate in Physics Education – A degree for students pursuing careers as secondary physics teacher.

Associate in Science – A liberal arts degree offering two options, intended for students transferring in the field of science to a four-year institution.

Associate in Science–Transfer (Option 1) – A degree for students interested in Biology, Environmental Science, Chemistry, Geology, and Earth Science.

Associate in Science–Transfer (Option 2) – A degree for students interested in Engineering, Engineering Technology, Computer Science, Physics, and Atmospheric Science.

Associate Pre–Professional – A degree designed for students who need specific requirements that will enhance their program of study at a transfer institution.

Associate Professional Technical – A degree designed for students who need flexibility to create a “customized” program in a professional or technical area.

Audit – Taking a class for information only and not for credit or a grade.

Bachelor’s or Baccalaureate – A degree awarded by four-year colleges and universities to students who have completed a specified course of study.

Reference

Catalog – The official document containing course descriptions, degree requirements, policies and procedures, information about student services, and general information about the college.

Certificate of Completion – Awarded in some professional and technical programs. These certificates usually do not include courses outside the major subject.

Certificate of Proficiency – Awarded for the successful completion of a specific short-term program of study in a professional/technical field where course work is 44 credits or less, and generally does not include “Related Instruction” requirements.

Class schedule – A publication which lists course offerings and registration information for a specific quarter.

College-Level Examination Program (CLEP) – Knowledge in specific areas gained through informal learning that is assessed by examination for traditional credit.

COMPASS – A computerized assessment for course placement of enrolling students that identifies a student’s skill levels in math, reading, and writing. This is not a test that can be passed or failed. One’s “score” on each section of the assessment (reading, writing, and math) simply indicates the appropriate starting point for each student.

Concurrent enrollment – Enrollment in two or more linked classes.

Continuing Education – Courses, seminars or workshops, usually non-credit, that do not apply to degrees but are taken for personal enrichment, professional development, or general knowledge.

Co-op fee – An extra charge, in addition to tuition, required for certain courses to cover lab supplies, equipment, computer use, etc.

Cooperative education – A program combining a specific program of study with related employment that allows college credit to be given for the work experience.

Core classes or requirements – Specific courses required by or applicable to a certain degree. See also General Education Requirements.

Course – A single subject of study taken for one quarter or other specified period of time. Sometimes referred to as a class.

Course abbreviation – A shortened version of the name of a department; for example, ENGL for “English.”

Course number – The number used with the course abbreviation to refer to a specific course; for example, “ENGL 110.”

Course title – The descriptive name of a specific course; for example, “College Writing” is the course title for ENGL 110.

Credit or credit hour – The unit of measurement for the amount of work and/or time required for a course. A five-credit class will usually meet five hours a week. Also known as quarter hour.

Credit by exam – An alternative method by which you may complete credits to earn a particular degree or certificate.

Credit load – See Load.

Curriculum – A set of courses constituting an area of specialization.

Degree – Awarded for the successful completion of a specific program of study.

Degree audit – Online service available on the college Web site to assist students in evaluating courses toward their degree or certificate goals.

Department – A specific area of study in which the college offers classes. Also, the group of faculty who teach that subject.

Distribution – Each degree requires completion of course work in specific learning areas: arts and humanities, science and mathematics, and social and behavioral sciences. These requirements provide students with a broad exposure to the humanities and sciences. To fulfill the requirements, students may choose from a wide variety of subject fields within each learning area.

Diploma – Awarded for successful completion of high school.

Disability Support Services (DSS) – A college service that offers support to qualified students with documented disabilities.

Division – A group of related departments.

Drop a course – Withdrawal from a course by the deadline published in the quarterly class schedule.

DSS – See Disability Support Services.

Direct Transfer Agreement (DTA) – The Direct Transfer Agreement assures the transfer of credit, but not automatic admission (since each institution has separate admission criteria which are based on grades, test scores and other considerations) to a college or university with which Green River has such an agreement. Essentially, transfer agreements ensure that a student who completes an Associate of Arts degree at a community college will have satisfied all or most of the basic (i.e. general education or core) requirements at the various four-year institutions.

Educational Planner (EP) – See Advisor.

Elective – A course you choose to take which is not a core or required course for your particular program.

Emphasis – Concentrated study in a specialized area within a professional/technical or academic program of study.

Entry Codes – Instructor permission codes that allow a student entry into a particular course or course section.

ESOL (English for Speakers of Other Languages) – A program designed specifically for those needing to further develop their English reading, writing, and speaking skills.

Reference

Financial aid – Monetary assistance made available to students, based on financial need, from various government and private sources.

Former student – A student who has not registered for one or more quarters (excluding summer quarter) and returns to continue his or her studies.

Full-time student – A student who is enrolled for 12 or more credits.

General Educational Development (GED) – A program for adults who have not graduated from high school and want to earn a certificate of high school equivalency.

General Education Requirements (GER) – A range of courses distributed across various academic areas, required for the AS-T and other degrees, in order to develop breadth of knowledge outside the major field. Sometimes referred to as distribution requirements or core requirements.

Grade – A rating or evaluation of your achievement for a class or assignment.

Grade points – The number obtained by multiplying the numerical value of the grade you receive for a course by the number of credit hours earned in that course. For example, if you earn a 3.3 grade in a 5-credit course you earn 16.5 grade points for that course.

Grade point average (GPA) – The number obtained by dividing total grade points earned by total credit hours attempted in a quarter. Your cumulative grade point average is obtained by dividing total grade points on your record by total hours you have attempted.

Graduation evaluation – The official process of determining which of the courses you have completed apply to the degree or certificate you are planning to earn and which courses you still need to take for that degree or certificate.

GUR – General Undergraduate Requirements. See GER.

ICRC – Inter-College Relations Commission.

Independent study – A course of study on a topic of interest to a student, designed with the help of an instructor and supervised by an instructor, and undertaken with departmental approval.

Instructional day – The day on which instruction begins or ends for a particular quarter. Not necessarily the same as the first or last day a particular class meets for the quarter.

Instructional quarter – The period of time running from the first instructional day through the last instructional day of a quarter.

International student – A student who is a citizen of another country and is in the U.S. on a non-immigrant visa.

Item number – The unique number assigned to a particular section of a particular course being offered during a quarter. To be used when registering for that course.

Kiosk – See Student Information Kiosk.

Load – The total number of credit hours you enroll in for a quarter.

Major – The subject area in which you choose to specialize.

Major Related Program (MRP) – A degree designed for students planning to transfer directly into a specific major at a baccalaureate institution.

Non-resident student – A student who has not lived in the State of Washington for at least one year before the initial quarter of study. See also Resident student.

Northwest Commission on Colleges and Universities – The regional association through which Green River Community College is accredited.

Online services – A location on the college Web site that allows access to admissions, registration and records activity.

Orientation – A program that introduces new students to the college environment, explains various procedures, and describes available resources.

Part-time student – A student registered for fewer than 12 credits. See also Full-time student.

Personal Identification Number (PIN) – A randomly assigned six-digit number required for a student to access their records on the Web. Students may change their PIN number online (through Online Services).

Phi Theta Kappa – The international honor society for two-year colleges. Its purpose is to recognize and encourage scholarship among students attending two-year colleges.

Planning Guides – Worksheets students can use to assist them in their degree planning process.

Pre-professional program – A program designed to fulfill part of the requirements leading to study in a professional program or school.

Prerequisite – A requirement that must be met before you enroll in a particular course, usually a test score or completion of another course.

Probation – A disciplinary status placing specific conditions upon continued attendance at the college. Please see Student Handbook.

Professional/Technical – A program of study intended to prepare you for employment in a certain field rather than for transfer to a four-year college or university. Used to describe a degree, program, or course. Also referred to as vocational.

Program of study – A group of courses leading to a particular degree or certificate.

Quarter – The designation for a school term, lasting approximately 11 weeks.

Quarter hour – See Credit.

Registration – The process of selecting, enrolling in, and paying for courses.

Reference

Related instruction – A range of courses distributed across various areas, required for a professional/technical degree in order to develop breadth of knowledge outside the major field.

Residence requirement – Credits required by a college in order to fulfill degree requirements, which cannot be transferred in from another institution. At GRCC, 25 of the final 45 credits must be taken in residence.

Resident student – A student who has lived in the State of Washington for at least one year immediately prior to the first day of instruction for a quarter.

Returning student – A student enrolling during consecutive quarters.

SCANS – U.S. Department of Labor Secretary's Commission on Achieving Necessary Skills.

Schedule – The classes for which you are enrolled or the days and times you are attending classes and labs. May also refer to all the course sections offered by the college during a quarter.

Schedule Planner – An online service on the college Web site that assists with class time selections.

Section – A specific class with its own unique days, hours, location and instructor. A number of sections of a certain course may be offered during a quarter, with different days, times, locations and instructors.

Special Topics – A course offering on a special topic of interest to students.

Student Identification Number – A unique number assigned to a student for tracking, data entry, identification, transcripts, and for conducting other college business.

Student Information Kiosk – Computer terminals located in the registration area and in the Holman Library.

Student Learning Outcomes – The knowledge, skills, abilities or attitudes that students have attained by the end of any set of college experiences—courses, programs, degrees and certificates or encounters with college services. Articulates the major goals of each experience, requires higher-level thinking skills and usually results in a product that can be evaluated.

Study Day – The day preceding the finals testing schedule to be used for study, reading, individual meetings with faculty, study groups or other activities that will better prepare the student for their final course assessments. Study day applies to day classes only and night classes will meet during their normal time period.

Technology Fee – A quarterly fee charged to students to support computer-based resources and services available to all students in the Holman Library and the open lab in the Technology building.

TOEFL – Test of English as a Foreign Language—a compulsory test for students wanting to study in U.S. colleges and universities.

Transcript – Your permanent record of courses taken, credits earned, grades achieved, and degree(s) awarded at an educational institution.

Transcript evaluation – An official determination as to which courses taken at another college will be allowed for credit at GRCC. Also, the determination by a four-year college as to which of your GRCC courses will be allowed for credit at that institution.

Transfer credits – Credits earned at one college that are accepted toward a degree at another college.

Transfer degree – A degree intended to parallel the first two years of a bachelor's degree program.

Tuition – The amount of money charged by the college for the courses in which you enroll; set each year by the state legislature.

Vocational – See Professional Technical.

Withdrawal from the college – Officially dropping all courses for which you are enrolled for a particular quarter. See Drop a Course.



Index

- A**
- Academic Certificate, 71
 - Academic Placement, 12
 - Academic Policies, 30-38
 - Academic Records, 30-31
 - Accounting, 84
 - Accreditation, 1
 - Adding or Dropping Classes, 18
 - Administration, 211-214
 - Administrative Assistant, 85-86
 - Admissions Procedures, 9-10
 - Adult Basic Education, 28
 - Advanced Credits, 32
 - Advanced Placement, 32-36
 - Advising, 13
 - Age Exception Policy, 9
 - American Minority and Ethnic Studies, 139
 - Anthropology, 139-140
 - Architectural, Structural, and Civil Drafting Program, 109
 - Art, 72-73, 140-142
 - Articulation Agreements, 36
 - Assessment, 12-13
 - Associate Development Degree, 134
 - Associate in Applied Arts Degree, 78-80
 - Associate in Applied Science Degree, 78-80
 - Associate in Arts Degrees, 49-51
 - Associate in Business Degree, 52-53
 - Associate in Math Education Degree, 54-55
 - Associate in Science Degree, 56-70
 - Associate Pre-Professional Degree, 71
 - Astronomy, 142
 - Athletics, Student, 25
 - Atmospheric Sciences, 62-63
 - Auditing a Class, 36
 - Auto Body Technology, 87-88, 142-143
 - Automotive Technology, 88-90, 143-144
 - Aviation Technology, 90-93, 144-146
- B**
- Basic Education, 28
 - Behavioral Science, 146
 - Biology, 57-58, 147
 - Biology Education, 59
 - Board of Trustees, 210
 - Bookstore, 20
 - Broadcasting, 74
 - Business, 52-53
 - Business Administration, 148-149
 - Business Applications Specialist, 94-95
 - Business Education, 149-154
 - Business Management, 154-155
 - Business, Sales and Supervision, 96-97
- C**
- Calendar, inside back cover
 - Campus Visits, inside front cover
 - Campus-Wide Learning Outcomes/Abilities, 38-39
 - Career and Employment Center, 13, 20
 - Carpentry Technology, 97-99, 155-156
 - Catalogs, inside front cover
 - Certificates, 42-46
 - Checklist, Student Success, 8
 - Chemistry, 57-58, 156-157
 - Chemistry Education, 60
 - Child Care Center, 20
 - Chinese, 137
 - Class Schedules, inside front cover
 - Clubs, Student, 25
 - Code of Conduct, 215-224
 - College Costs, 14-15
 - College Level Examination Program (CLEP), 36
 - Commencement, 40
 - Communication Studies, 74-75, 158-159
 - Community Leadership, Education and Outreach (CLEO), 26
 - Computer Reporting Technologies, 99-103
 - Computer Science, 62, 160
 - Computerized Machining and Manufacturing Technology, 103-104, 160-162
 - Computing and Software Systems, 75
 - Construction Design Technology, 107
 - Continuing Education, 20
 - Cooperative Education, 171
 - Counseling, 20
 - Course Descriptions, 137-208
 - Credit Load, 15
 - Credit by Challenge, 38
 - Criminal Justice, 104-105, 162-163
 - Current, The* (student newspaper), 25
- D**
- Dance, 163
 - Database Design & Administration, 105-106
 - Degree Exception, 40
 - Degrees, 42-46
 - DegreeWorks, 31
 - Design Drafting Technology, 106-107, 163-166
 - Design Technology, 106-111
 - Disability Support Services (DSS), 21
 - Distance Education, 28
 - Distance Education Preparation Certificate, 96
 - Diversity Services, 21
 - Drafting, 106-111
 - Drama, 166
- E**
- Early Childhood Education, 111-114, 166-168
 - Earth Science, 57-58
 - Economics, 168
 - Education, 168-169
 - Education in Early Childhood Education, 169-170
 - Educational Planning Center, 13
 - Elementary Education, 76
 - Engineering, 62-63, 65-70, 170-171
 - Engineering Technology, 62-63
 - English, 171-174
 - English for Speakers of Other Languages, 29, 174-175
 - Enrollment Services, 14
 - Enumclaw Campus, 23
 - Environmental Science, 57, 176
- F**
- Faculty, 211-214
 - Financial Aid, 10-12
 - Fitness & Wellness Center, 25
 - Food Service, 22
 - Forensic Technology, 114-115
 - Forest Resources, 176
 - French, 176
- G**
- GED Preparation Classes/Test, 134
 - Gender Studies, 76
 - Geographic Information Systems, 115-116, 176-177
 - Geography, 177
 - Geology, 57-58, 177
 - German, 177-178
 - Glossary, 231-232
 - Government, Student, 26
 - Grades, 37-38
 - Graduation, 40
- H**
- Health and Human Services, 178
 - Health Education, 178
 - Health Science, 178
 - Health Services, 22
 - Health Services Paraprofessional, 116

Index

High School Diploma, 134-136, 178-179
 History, 179-180
 Holman Library, 22
 Housing, 22
 Humanities, 181

I

IESL (Intensive English as a Second Language), 29
 Incompletes, 37
 Industrial Education, 181
 Industrial Engineering, 181-182
 Information Technology, 117-119, 182-185
 Institutional Goals, 5
 Insurance, Student, 24
 Interdisciplinary Sciences, 185
 International Programs, 22
 International Students, 10
 Interurban Center for the Arts, 26
 Intramural Sports, *see Recreation*, 26

J

Japanese, 185
 Journalism, *see Broadcasting*, 74, 185-187

K

Kent Campus, 23
 KENU Radio, 26
 KGRG Radio, 26
 Kiosk, Student Information, inside front cover

L

Learning Outcomes, 5, 38-39
 Legal Administrative Assistant, 120
 Library, 22, 187

M

Manufacturing Technology, 120-121, 187-188
 Manufacturing Technology CIM, 107-108
 Maps, Campus, 225-226
 Math Education, 54-55
 Mathematics, 188-190
 Math/Science for Elementary Teachers, 76
 Math Tutoring Services, 24
 Mechanical Design Technology, 108
 Medical Office Assistant, 121-122
 Medical Office Manager, 122
 Medical Coding, 122
 Medical Stenoscryptionist, 122
 Medical Transcription Computer, 122
 Medical Transcriptionist, 123
 Military School Credits, 36

Mission Statement, 5
 Montessori Teaching, 114
 Music, 190-192

N

Name Changes, 31
 Natural Resources, 77, 123-126, 192-193
 Natural Science, 194
 Nonresident Waiver, 18
 Nursing, 126-128, 194-195
 Nursing Assistant, 127, 195

O

Occupational Therapy Assistant, 128-129, 195-196
 Office Support, 87
 Online Registration, 15
 Orientation (Advising), 13
 Other Learning Options, 134-136

P

Paraeducator, 113
 Paralitigator, 129
 Parent Child Education, 196-197
 Parking, 23
 Park Management, 124-125
 Performing Arts, 26
 Philosophy, 197-198
 Phone Numbers, inside front cover
 Photography, 73, 198-199
 Physical Education, 199-201
 Physical Therapist Assistant, 129-130, 201-202
 Physics, 62-63, 202-203
 Physics Education, 64
 Political Science, 203-204
 Practical Nursing, 126-127
 Professional Technical Degrees, 75-83
 Professional Technical Certificates, 78
 Program Information Guides, inside front cover
 Project TEACH, 29
 Psychology, 204

R

Re-admission, 10
 Reading, 204-205
 Recreation, 26
 Refund Policy, 16-17
 Registration, 14-18
 Residency Requirements, 17-18
 Running Start, 29

S

Sales and Supervision, 96
 Schedule Changes, 18
 Scholarships, 11
 Science, General, 61
 Scriptorist/Text Editor, 102
 Security, 23
 Services for Students, 20-26
 Small Business Assistance Center, 23
 Social Science, 205
 Sociology, 205
 Spanish, 206
 Special Studies, 206
 Student Code of Conduct, 215-224
 Student Employment, 20
 Student Government, 26
 Student Handbook, 23
 Student Life, 25
 Student Success Checklist, 8
 Study Abroad, 29
 Study Skills, 206

T

Tech Prep, 29-30
 Technology, 206
 Technology Center, 24
 Testing Center, 12
 Transcripts, 31
 Transfer Agreement, 36
 Transportation, 24
 TRIO/Student Support Services, 24
 Tuition and Fees, 14-15
 Tutoring Services, 24

U

University Transfer, 47-77

V

Veterans' Services, 24-25
 Vision Statement, 5

W

Washington State Center of Excellence for Careers in Education, 30
 Water Supply/Wastewater Technology, 131-132, 206-208
 Welding Technology, 132-133, 208
 Withdrawal From Classes, 18
 Withdrawal From College, 15
 Women's Programs, 25
 Worker Retraining, 12, 30
 WorkFirst Tuition Assistance, 11, 30
 Writing Center, 24

ACADEMIC CALENDAR

CALENDAR FOR 2006-2007

Summer Quarter 2006

June 26 CLASSES BEGIN
 July 4 Independence Day holiday (campus closed)
 August 18 LAST DAY OF INSTRUCTION (8-week session)
 September 4 Labor Day holiday (campus closed)
 September 8 LAST DAY OF INSTRUCTION (11-week session)

Fall Quarter 2006

September 19 Campus workshop
 September 19-22 Faculty workshop
 September 25 CLASSES BEGIN
 October 23 Midterm Faculty In-Service Day
 (GRCC campus day classes cancelled)
 November 1 Advising Day (GRCC campus day classes cancelled)
 November 10 Veterans Day holiday (campus closed)
 November 23-24 Thanksgiving holiday (campus closed)
 December 11 Study Day (GRCC campus day classes cancelled)
 December 12-14 Final Exams
 December 14 LAST DAY OF INSTRUCTION
 December 25 Christmas holiday (campus closed)

Winter Quarter 2007

January 1 New Year's Day holiday (campus closed)
 January 2 CLASSES BEGIN
 January 15 Martin Luther King Jr. Day (campus closed)
 February 8 Faculty In-Service Day
 (GRCC campus day classes cancelled)
 February 19 Presidents' Day holiday observed (campus closed)
 March 16 Study Day (GRCC campus day classes cancelled)
 March 19-21 Final Exams
 March 21 LAST DAY OF INSTRUCTION

Spring Quarter 2007

April 2 CLASSES BEGIN
 May 11 Midterm Faculty In-Service Day
 (GRCC campus day classes cancelled)
 May 28 Memorial Day holiday (campus closed)
 June 12 Study Day (GRCC campus day classes cancelled)
 June 13-15 Final Exams
 June 15 COMMENCEMENT
 June 15 LAST DAY OF INSTRUCTION

TBA: To Be Announced

CALENDAR FOR 2007-2008

Summer Quarter 2007

June 25 CLASSES BEGIN
 July 4 Independence Day holiday (campus closed)
 August 17 LAST DAY OF INSTRUCTION (8-week session)
 September 3 Labor Day holiday (campus closed)
 September 7 LAST DAY OF INSTRUCTION (11-week session)

Fall Quarter 2007

September 18 Campus workshop
 September 18-21 Faculty workshop
 September 24 CLASSES BEGIN
 TBA Midterm Faculty In-Service Day
 (GRCC campus day classes cancelled)
 November 7 Advising Day (GRCC campus day classes cancelled)
 November 12 Veterans Day holiday (campus closed)
 November 22-23 Thanksgiving holiday (campus closed)
 December 10 Study Day (GRCC campus day classes cancelled)
 December 11-13 Final Exams
 December 13 LAST DAY OF INSTRUCTION
 December 24 Christmas Eve holiday (campus closes at noon)
 December 25 Christmas holiday (campus closed)

Winter Quarter 2008

January 1 New Year's Day holiday (campus closed)
 January 2 CLASSES BEGIN
 January 21 Martin Luther King Jr. Day (campus closed)
 TBA Faculty In-Service Day (GRCC campus day classes cancelled)
 February 18 Presidents' Day holiday observed (campus closed)
 March 17 Study Day (GRCC campus day classes cancelled)
 March 18-20 Final Exams
 March 20 LAST DAY OF INSTRUCTION

Spring Quarter 2008

March 31 CLASSES BEGIN
 TBA Midterm Faculty In-Service Day
 (GRCC campus day classes cancelled)
 May 26 Memorial Day holiday (campus closed)
 June 10 Study Day (GRCC campus day classes cancelled)
 June 11-13 Final Exams
 June 13 COMMENCEMENT
 June 13 LAST DAY OF INSTRUCTION

Summer Quarter 2008

June 23 CLASSES BEGIN
 July 4 Independence Day holiday (campus closed)
 August 15 LAST DAY OF INSTRUCTION (8-week session)
 September 1 LAST DAY OF INSTRUCTION (11-week session)
 September 5 Labor Day holiday (campus closed)