LOSMEDANOS COLLEGE

Important Dates

Six Week Session .............................................. June 16 – July 24

**Enrollment Begins:**

- EOPS, DSPS, Veterans, Foster Youth, CalWorks Registration – *Online Only* .......... April 7
- DSPS Notetakers, Early Graduation Applicants, Qualified Athletes Registration – *Online Only* ............................................ April 8
- Continuing Student Registration by appointment – *Online Only* ................. April 9
- Returning and Matriculating Student (students who complete orientation) Registration – *Online Only* ................................................................ April 23
- Non-Matriculating Student Registration – *Online Only* ............................. May 5
- Walk-in for Regular College Student Registration – *In Person or Online* ........ May 28
- All Special Admit High School Student Registration – *In Person Only* ........ May 29

*Note that all special admit high school students must register and submit forms in person.*

**Other Important Dates:**

- Memorial Day – Holiday, Campus Closed ................................................. May 26
- College Closed on Fridays ................................................................. May 30 – August 1
- Independence Day Observance – Holiday, Campus Closed ......................... July 4
Los Medanos College is a public community college that provides quality educational opportunities for those within the changing and diverse communities it serves.

By focusing on student learning and success as our first priorities, we aim to help students build their abilities and competencies as life-long learners. We create educational excellence through continually assessing our students’ learning and our performance as an institution. To that end, we commit our resources and design our policies and procedures to support this mission.

Los Medanos College provides the premier educational opportunity for East County residents, where learning matters most.

Values

Values remind us of what matters most. Los Medanos College is an educational community that cares deeply about learning, collaboration, effective communication, and engagement with our surrounding community.

Accreditation

Los Medanos College is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges, an institutional accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation and the U.S. Department of Education.
Los Medanos College | All LMC phone extensions will be changing in May 2014.

Who May Attend
Admission is open to anyone who is:
• 18 years old or older, or
• A high school graduate or equivalent GED (General Educational Development) test or the California High School Proficiency Exam or
• Students currently enrolled in the high school, at least 14 years of age and who have completed eighth grade or higher.

How to Apply
New and returning students—Applications for admissions may be submitted online at www.losmedanos.edu. After the application is uploaded, students will receive an email with the student ID and registration date.

Special admit students—New and returning students may submit a college application online. This application can be submitted prior to the in-person registration date. Continuing high school students need not resubmit a college application.

SUMMER 2014 ONLINE REGISTRATION DATES
<table>
<thead>
<tr>
<th>DATE</th>
<th>PRIORITY GROUP</th>
<th>CRITERIA</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 7</td>
<td>DSPS</td>
<td>Qualified disabled students</td>
</tr>
<tr>
<td></td>
<td>EOPS</td>
<td>Students who are a part of the EOPS program</td>
</tr>
<tr>
<td></td>
<td>Qualified veterans</td>
<td>Active military and honorably discharged veterans upon submission of DD214 to LMC Veterans Representative</td>
</tr>
<tr>
<td></td>
<td>Foster youth</td>
<td>Qualified foster youth with documentation</td>
</tr>
<tr>
<td></td>
<td>CalWorks</td>
<td>Qualified students registered in the CalWorks program</td>
</tr>
<tr>
<td>April 8</td>
<td>Special registration</td>
<td>DSPS notetakers, Early Graduation applicants, qualified athletes</td>
</tr>
<tr>
<td>April 9</td>
<td>Continuing students</td>
<td>Continuing students must have attended within the past year. Each group has registration priority in descending order of units. Qualifying units are completed units within the district only:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>a) 45 – 70.9 units</td>
</tr>
<tr>
<td></td>
<td></td>
<td>b) 71 – 99.9 units</td>
</tr>
<tr>
<td></td>
<td></td>
<td>c) 0 – 44.9 units</td>
</tr>
<tr>
<td></td>
<td></td>
<td>d) 100 units or greater</td>
</tr>
<tr>
<td>April 23</td>
<td>Returning students</td>
<td>Returning students have not attended during the past year.</td>
</tr>
<tr>
<td></td>
<td>New matriculated students</td>
<td>New students who have completed the orientation process.</td>
</tr>
<tr>
<td></td>
<td>Exempt students</td>
<td>New students who have received an associate degree or higher.</td>
</tr>
<tr>
<td>May 5</td>
<td>New non-matriculated students</td>
<td>Students who are new to LMC and have not attended the orientation process</td>
</tr>
</tbody>
</table>

SUMMER 2014 WALK-IN REGISTRATION DATES
<table>
<thead>
<tr>
<th>DATE</th>
<th>CRITERIA</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 28</td>
<td>Begin open/walk-in registration for all college students – online or in person</td>
</tr>
<tr>
<td></td>
<td>*For best selection of classes, it is NOT recommended that you wait until walk-in registration to register for your classes.</td>
</tr>
<tr>
<td>May 29</td>
<td>Begin all Special Admit/Concurrent High School Student Registration – in person only</td>
</tr>
</tbody>
</table>

HOW TO REGISTER
Online
www.losmedanos.edu
Go to inSite/WebAdvisor; assistance available on campus

In-Person*
1. By visiting the Admissions & Records Office in Pittsburg or the Brentwood Center
2. All regular college students begin walk-in registration on May 28.
3. All high school students begin walk-in registration on May 29.

*College offices are closed on Fridays, May 23 - August 1.
Student Status

New Student
You are a new student if you have never registered in classes at LMC.

Returning Student
Returning students have not attended during the past year.

Continuing Student
Continuing students must have attended within the past year.

Program Changes During Late Add Period

Registration With Late Add Codes
No course may be added after the late registration period. Check WebAdvisor for summer class registration deadlines.

An instructor’s approval is required to register in a class that has reached maximum enrollment or on the first day of class. First priority for late adds will go to students on the wait lists. Late registration may be processed as follows:

• By Web—Go to www.losmedanos.edu and log in to WebAdvisor. Select “Late Registration (using late add code)” and enter the course section number and late add code by the last day to add;

or

• In-Person—Bring late add code to the Admissions & Records Office or the Brentwood Center by the last day to add.

Note: Telephone Registration is no longer available.

Drops/No Shows
Students who do not attend the first class meeting may be dropped by the instructor as a “no show.” However, it is the student’s responsibility to drop any class which he/she is not planning to attend. Failure to do so may result in an ‘F’ grade and a debt on the student’s account. Non-attendance does not dismiss the debt. Students must drop classes within refund deadlines to receive a refund.

Since summer session is so short, the refund period may be the first day of the class, or the day before the first day. Please be sure you are aware of the deadlines for your class.

Since drop deadlines will vary (with or without a refund) depending upon the length of the course, students should look on WebAdvisor under My Class Schedule.

Closed and Cancelled Classes
Any class may be closed to further registration when it reaches the maximum size. Additionally, if registration is insufficient in any class, it may be cancelled. For information regarding refunds for cancelled classes, see the refund policy.

Outstanding Debts
If you have an outstanding debt on your record, you will be blocked from registration, from obtaining copies of academic transcripts, and/or receiving your diploma until all debts are cleared.

Enrollment fee and nonresident tuition debts may be paid at the Cashier’s Office, the Admissions & Records Office or the Brentwood Center. Library or Child Study Center debts must be paid at the Cashier’s Office.

Residency
For purposes of establishing enrollment fees, students are identified as either residents or non-residents.

• Residents: those who have lived in California as legal residents for at least one year prior to the first day of a new semester and who can demonstrate intent to remain a California resident. Non-citizens who meet residency requirements and who desire to enroll as a California resident must provide documentation from USCIS.

• Non-residents: those who do not meet the California resident requirements. See page 6 regarding tuition for non-California residents.

Nonresident Tuition Exemption
In 2001 the California legislature passed a law (AB 540) that exempts certain categories of students from paying nonresident tuition. To be eligible, you must have completed at least three years of high school and have graduated (or earned a high school equivalency) while living and attending school high in California.

If you believe you are eligible for this special exemption, submit the California Nonresident Tuition Exemption Request form to the Admissions & Records Office for review. The form is available online at www.losmedanos.edu or at the Admissions & Records Office or Brentwood Center.

SB 150 Nonresident Tuition Exemption
Concurrently enrolled students (high school students enrolled in college classes) who are classified as non-resident students for tuition purposes may be eligible for the SB150 waiver of non-resident tuition while still in high school. Students must be special admit part-time (enrolled in 11 units or less) students who currently reside in California and are attending high school in California. Students wishing to take advantage of this exemption should complete a residency reclassification form and attach a copy of high school transcripts showing current enrollment. Forms and attachments should be submitted to the Admissions & Records Office.
Special Admit High School Students

Students who are 14 years of age and older or those who have completed the eighth grade or higher are eligible for concurrent enrollment as ‘special admit’ students. High school students may register in up to seven (7) units in fall and spring terms or five (5) units of college coursework in the summer with approval of their school principal and parent*. With appropriate approvals, special admit students may register in advanced academic and vocational credit courses (degree applicable courses only).

Students 14 – 15 years of age and/or special admit students requesting to register in more than the unit limit are required to complete the online orientation. Signatures for approval must be submitted at the time of registration on an Age Waiver Form or Unit Limit Waiver Form.

* Important Note: By giving consent, parents of concurrently enrolled high school students agree they understand that the college is an adult learning environment and students are expected to behave accordingly. Additionally, they understand that classes will be taught at the college level and the curriculum and college procedures will not be modified nor will other accommodations be made.

Special Admit Enrollment Policies

Concurrently enrolled high school students may register in college courses with submission of a college application and proper approval forms on a space-available basis. Registration for high school students must be completed in-person on designated registration dates or anytime later (see registration dates on page 2). Required forms that must be submitted each term/semester: online college application, (if you have been away two semesters or longer) a Special Admit Enrollment form, and if applicable, an Age Waiver Form or Unit Limit Waiver Form.

Special admit students should bring documentation to verify prerequisites (if required) at the time of registration (see ‘Prerequisite/Advisories’ next column). Note that registration in English and some math classes require completion of the LMC assessment test prior to registration. Students can sign up online at www.losmedanos.edu for a testing appointment.*

* Pittsburg Assessment- CC2-256 (2nd level)
Brentwood Assessment- Brentwood Center, Rm 11

Special Admit Orientation

Students 14 – 15 years of age or high school students wishing to appeal the unit limit must participate in a special admit orientation and request approval from a manager. View the orientation online at www.losmedanos.edu/orientation. Print a “Certificate of Completion” at the end of the orientation and bring all the forms to Admissions & Records to request approval.

Open Course Policy

Every course is open for registration to any person admitted to the college who meets the course prerequisites and enrollment procedures.

All courses are offered for college credit; auditing is not permitted.

Duplicate or Conflicting Courses

Students are not permitted to register in more than one section of the same course and may not register in courses that have scheduled meeting times which conflict.

Prerequisites/Advisories

Note: Some courses have prerequisites or advisories included with the course description. These are designated to assist students in the selection of course levels for their maximum success.

Important: To ensure proper placement, prerequisites for all classes will be checked at the time of registration. If you have taken a prerequisite course at an institution other than LMC, you should request to have an official transcript sent to the LMC Admissions & Records Office prior to registration or bring a transcript with you for purposes of verification.

Prerequisites may be challenged through the end of the fifth business day of the term. Prerequisite Challenge forms are available through the Admissions & Records Office at the Pittsburg campus only. Students must provide sufficient documentation to substantiate satisfaction of the prerequisite by other means. Once accepted, the student will be conditionally enrolled and the department chair will review the student’s request. If approved, the student will remain in the class; if denied, the student will be dropped from the class for lack of prerequisite and enrollment fees will be refunded.

References to “successful completion” implies with a grade of ‘C’ or better. Courses in progress outside the district will not be accepted as prerequisites. Advisories are recommendations only and need not be verified.

Wait List

Once courses with a wait list fill to their maximum capacity, you have the option to add your name to a priority listing in the event drops should occur or the instructor agrees to add late enrollees (at the first class meeting).

Important Wait List Details

1. All corequisites or prerequisites must be met before being placed on a wait list.
2. Once you have added your name to a wait list, you can check your status (i.e. you are now # 2 of 5 students on the list) by going into “Manage My Waitlist” on WebAdvisor. You should check your status on WebAdvisor frequently to
allow yourself the maximum amount of time to register, in the event permission is granted prior to the start of instruction (includes weekends and holidays).

3. If space becomes available in your wait list course, you will receive notification to your Insite email account that permission has been granted to register. The message will be sent by email or you can access the information by checking “Manage My Wait List”. All wait list notifications will be sent to the student’s college email account. Please check it frequently if you are on a wait list.

4. Once permission is granted, you will have three (3) calendar days to register in the class via WebAdvisor (or in-person). After three days, if you have not registered in the class, your name will be removed from the wait list and the next student on the list will be notified that he/she is eligible to fill the open seat. Once your name is removed from the list, you no longer have priority status.

5. If you are on a wait list at the start of instruction, you must attend the first class meeting to see if there is space available for late enrollment. If you do not attend the first class, you lose your place on the priority listing and another student may be added instead. If approved, the instructor will give you a unique late-add code. The code must be entered on WebAdvisor by the end of the late registration period. Your registration is not complete until your add code is processed.

Please note: Beginning with the first day of instruction, the option to have your name placed on a wait list is no longer available.

Transfer of Credit
If you have previous college experience and would like to transfer other college credit to LMC, you must request an official college transcript to be sent to the LMC Admissions & Records Office (Note: not required if prior coursework is within the CCCCD.) Your previous coursework will then be evaluated for prerequisite course information. A full evaluation will be completed as needed for counseling appointments or with submission of a Petition to Graduate. Students may also request an evaluation by using the form online.

Veterans Benefits
Priority registration appointments are available by request to active military personnel and to honorably discharged veterans. Information on veterans benefits is available in the Admissions & Records Office, Room 821 or at www.losmedanos.edu/veterans.

Accuracy and Revisions
Los Medanos College has made every reasonable effort to determine that everything stated in this schedule is accurate. Courses and programs offered, together with other matters contained herein, are subject to change without notice by the administration of Los Medanos College for reasons related to student enrollment, level of financial support, or for any other reason at the discretion of the Contra Costa Community College District and the College. The District and the College further reserve the right to add to, amend or repeal any of their rules, regulations, policies, and procedures consistent with applicable laws. At the time of publication, the fees described in the schedule are accurate. However, at any time, local or state mandated fees may be imposed or increased.

Add and Drop Deadlines For Summer Classes
Add, drop and refund deadlines will vary for summer classes depending upon the number of class meeting days. For specific add and drop dates, consult the course instructor or inquire in the Admissions & Records Office or the Brentwood Center. For refund deadlines, contact the Cashier’s Office. In general, deadline dates for summer and other short-term classes are determined as follows:

- You may quickly obtain drop dates for your classes by logging into WebAdvisor, click on “My Class Schedule.” Next to each course is the last day to drop for a refund, the last day to drop without a ‘W’ and the last day to drop with a ‘W’.
- Last date to add = 10% of the class meetings
- Last date to drop with a refund = 10% of the class meetings
- Last date to drop with no ‘W’ on record = 30% of the class meetings
- Last date to drop with a ‘W’ = 75% of the class meetings
- Last date to petition for P/NP = the day before census*
- Last date to drop with a ‘W’ on record = 20% of the class meetings

Reminder: To receive a refund for a summer course, students must drop the course within 10% of the total class meetings, which in most cases is the first class meeting.

EFFECTIVE FALL 2014
the State will begin mandating enrollment priorities as follows
- Veterans, Foster Youth, DSPS, EOPS and CalWorks will receive the first priority
- Continuing students will maintain the current registration appointment system
- New students who have completed assessment, orientation and an educational plan will receive a priority registration appointment
- All categories of students with priority registration status will lose their registration priority if they exceed 100 units or have two consecutive semesters on probation

Summer 2014 | Enroll Online www.losmedanos.edu | 5
# Fees and Tuition

*Note: Fees shown are those in effect at the time of publishing and are subject to change*. Fees may be paid in cash, by personal check, VISA or Mastercard for the exact amount.

<table>
<thead>
<tr>
<th>Fee Type</th>
<th>Amount</th>
<th>Required Of</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enrollment Fee</td>
<td>$46 per unit* (No maximum)</td>
<td>All students**</td>
</tr>
<tr>
<td>Non-Resident Tuition</td>
<td>$208 per unit* (No maximum)</td>
<td>Non-California residents (must be paid in addition to enrollment fee)</td>
</tr>
<tr>
<td>Non-U.S. Citizen Tuition</td>
<td>$208 per unit* (No maximum)</td>
<td>Those Non-U.S. citizens who cannot establish California residency (must be paid in addition to enrollment fee)</td>
</tr>
<tr>
<td>Student Union Fee</td>
<td>$1 per unit (to a maximum of $10 per academic year)</td>
<td>All students (including high school students) – pays for the construction and maintenance of a student center</td>
</tr>
<tr>
<td>Parking Fee Permit*** (summer only)</td>
<td>$20 for cars, $10 for motorcycles or $3/day both autos and motorcycles</td>
<td>All vehicles anywhere on campus, including dirt lots, roads, etc., except on weekends and holidays</td>
</tr>
<tr>
<td>Transcript Request</td>
<td>$5 per copy (first two transcripts in district – free)</td>
<td>All students – Payable with online request. Order transcripts through WebAdvisor</td>
</tr>
<tr>
<td>Returned Check Fee</td>
<td>$15</td>
<td>All students – Only cash or cashier’s checks will be honored for clearing checks returned for insufficient funds. Records are held until the fee is cleared.</td>
</tr>
<tr>
<td>Materials Fees</td>
<td>Vary</td>
<td>Some classes may charge a fee; check the course description.</td>
</tr>
</tbody>
</table>

*The District reserves the right to change enrollment and nonresident tuition fees, based on state legislation.

**Special admit students (K-12) are exempt from the enrollment fee if enrolled in less than 12 units.

***The District reserves the right to change parking fees based on CCCCD Board Policy.

PLEASE NOTE: All eligible BOGFW recipients remain responsible for all fees in excess of enrollment fees.
Parking Permit Refunds

Parking permit refunds will be made if the student drops all classes within 10% of the length of summer courses. The parking decal must be returned to the Cashier’s Office for a refund. No parking permit refunds after the refund period is over.

Financial Aid Enrollment Fee Refunds

If subsequent to paying enrollment fees, a student becomes eligible for financial aid and receives an enrollment fee waiver, the student will automatically be mailed a full refund check according to the same refund processing cycle as enrollment fee refunds.

Enrollment Fee Deferments

If subsequent to paying enrollment fees, a student becomes eligible for an enrollment fee deferment to an outside agency, the student must have the document stating the deferment submitted to the Cashier’s Office. The student will then automatically be mailed a refund check of the deferred fees within two weeks after the outside agency has been billed. Details regarding the refund policy are available from the Cashier’s Office or Admissions & Records Office.

Don’t be left behind! If you have a new address, please update your address in WebAdvisor immediately! This needs to be done prior to the time of withdrawal or change of program.

A refund will not be made if the student has other outstanding debts to the college. Refund checks will be issued monthly after the first two weeks of instruction each semester. All refund checks will be made payable to the student whether paid by cash, check, money order, cashier’s check or credit card. No refund of the enrollment fee will be made to any student who withdraws from classes after the first two weeks of instruction for a full semester class, or after 10% of the class time for a short-term class. An example, a 10-day course would need to be dropped in just one day! And a one-day course would need to be dropped the day before the course.

Students who register and subsequently drop all classes prior to the beginning of the semester may petition for an early refund at the Cashier’s Office.

You will NOT be automatically dropped from classes based on non-attendance or non-payment of fees. Failure to drop your course may result in a failing grade and a debt on your record.

All outstanding debts must be paid in full. Unpaid debts will result in a registration and transcript hold on student records.

Details regarding the refund policy are available from the Cashier’s Office or Admissions & Records Office.
**Grants are the primary form of financial aid available at LMC.**

Grants are “free” money that students obtain by taking classes. Grants do not have to be paid back and are given to qualified students in the form of a check.

**All you need to do is ask**

Our Office of Financial Aid can assist you in determining your eligibility for grant programs that best meet your individual needs. Start by applying for a Personal Identification Number (PIN) at www.pin.ed.gov. After obtaining your PIN, you can begin filling out your Free Application for Federal Student Aid (FAFSA) online at www.fafsa.ed.gov.

Stop by the Office of Financial Aid or call 925-439-2181 ext. 3139

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**There are several different types of grants available at Los Medanos College.**

<table>
<thead>
<tr>
<th><strong>FEE WAIVERS</strong></th>
<th>The fee waiver is offered by the California Community College Board of Governors. It’s easy to apply!</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FEDERAL PELL GRANTS</strong></td>
<td>Offers up to $5645 for full-time undergraduate students pursuing a degree or certificate.</td>
</tr>
<tr>
<td><strong>FEDERAL SUPPLEMENT EDUCATIONAL OPPORTUNITY GRANT</strong></td>
<td>Offers up to $1000 for full-time students, and is awarded to those who file by March 2 and have the greatest need.</td>
</tr>
<tr>
<td><strong>FEDERAL WORK/STUDY</strong></td>
<td>Offers work on campus in an approved department and receive funding in the form of a monthly payroll check to assist with educational expenses.</td>
</tr>
<tr>
<td><strong>CAL GRANTS B AND C</strong></td>
<td>Offers between $1473 and $547 respectively for students taking 6 units or more. The application period is between January 1 and March 2. If you plan to attend LMC in the fall, you have a second deadline of September 2.</td>
</tr>
</tbody>
</table>
WHAT'S A BOGFW?

A BOGFW, officially called the “Board of Governors Fee Waiver”, is a waiver of enrollment fees provided by the State of California for students who have been California residents for more than one year. Students who are required to pay non-resident tuition or do not meet citizenship requirements do not qualify. There are three ways to qualify for a BOGFW. You only need to be eligible for one.

You will be notified of your BOGFW eligibility by award letter. You may also check your eligibility on WebAdvisor. If you are eligible for a BOGFW A, B, or C, your per-unit enrollment fees are waived, regardless of how many classes you enroll in. All other fees charged (i.e., Student Union and Parking) remain your responsibility to pay. If you have already paid your enrollment fees and qualify for a BOGFW, you will receive a refund of these fees. Refund checks are automatically calculated and mailed to all students.

BOGFW recipients may qualify for discounted parking if BOGFW is applied before purchasing parking.

You only need to apply once per academic year. Applications are due no later than the last day of the semester for which you are applying.

WHAT HAPPENS IF I RECEIVE A BOGFW?

Do not wait to apply until you want to register. Processing time for BOGFW A & B is three (3) business days. The BOGFW C can take up to six (6) weeks. We highly recommend that students apply online: www.losmedanos.edu/financialaid/apps.asp to expedite the process.

BOGFW APPLICATIONS THAT ARE NOT COMPLETE OR ACCURATE WILL NOT BE PROCESSED.

BOGFW recipients may qualify for discounted parking

| BOGFW A: Provide proof of TANF/Cal Works, Supplemental Security Income (SSI), or General Relief benefits you receive. Provide income and household size information by completing section B on the back of the BOGFW application. If you are considered a dependent, you must provide proof of the benefits your parents are receiving. Acceptable documentation includes: ■ Copy of current official agency verification ■ Current eligibility letter |
| BOGFW B: Provide income and household size information by completing section B on the back of the BOGFW application. |
| BOGFW C: If you don’t qualify for BOGFW A or B, you may qualify for BOGFW C by completing a 2013-2014 FAFSA. |

<table>
<thead>
<tr>
<th>Family size</th>
<th>Total Family 2012 Income</th>
<th>Family size</th>
<th>Total Family 2012 Income</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$17,235 or less</td>
<td>5</td>
<td>$41,355 or less</td>
</tr>
<tr>
<td>2</td>
<td>$23,265 or less</td>
<td>6</td>
<td>$47,385 or less</td>
</tr>
<tr>
<td>3</td>
<td>$29,295 or less</td>
<td>7</td>
<td>$53,415 or less</td>
</tr>
<tr>
<td>4</td>
<td>$35,325 or less</td>
<td>8</td>
<td>$59,445 or less</td>
</tr>
</tbody>
</table>

Add $6,030 for each additional family member
Who
You may register by online* on WebAdvisor if:
• You are a continuing student from the Summer 2013, Fall 2013 or Spring 2014, or
• You have submitted an application for the Summer 2014 semester.
*Excludes high-school students, who must register and provide forms in person.

When
• Registration online in semester-length and short-term classes is available on or after your registration appointment time and date, up through the day before classes begin. After the start date of the course, you will need to enter a Late Add Code in WebAdvisor to register for the class.

How to register online on WebAdvisor
• Make a list of the classes you want by reviewing the class schedule.
• On or after your appointment date and time go to www.losmedanos.edu, click on InSite/WebAdvisor and log-in.
• Your User Name is the first letter of your first name, your entire last name, and the last 3 digits of your student ID number (example: Sam Jones would be sjones567).

If you do not remember your student ID number, click on How to Login to InSite Portal. Another browser will appear indicating What’s my User ID? You will enter your last name and your Social Security Number, and the screen will show your user ID. ID numbers cannot be obtained over the phone by calling the Admissions & Records Office.

• Type in your password. If you have never used WebAdvisor, your password is your six digit date of birth (example: if your birthdate is April 1, 1985, your password would be 040185). Once this is entered you will be taken to a page that says your password has expired. You will be asked to create a new password by entering your User ID, old password (your birthdate), and a new password that is 6 to 9 characters in length and contains at least one number.

You will be logged into the InSite Portal
• Click on the WebAdvisor icon.
• Select Registration from the menu on the left

• Select My Priority Registration Dates to confirm when you are eligible to enroll.
• If you know which courses you want, you can use Express Registration. You may access a course by entering a section number and term.
• Click on Search for Sections or Search and Register.
• Select the location, the term and other search criteria to locate classes.
• Register for Previously Selected Sections page (this is like using a shopping cart to select your classes), choose an action (register) for each course under the preferred sections list and click on the Submit button. (Please note: If the course is filled, a red message will appear at the top of this screen.)
• If a course is filled you may choose to put yourself on the waitlist (see waitlist instructions).
• If the course does not have a waitlist or the waitlist is filled, you will need to check back frequently for space in the class.
• On the Registration Results page, review your schedule and print a copy for your records.
• Under the Main menu, click on Student Account Information, then click on Make a Payment (by credit card) or send a check to the Cashier’s Office, Los Medanos College, 2700 E. Leland Road, Pittsburg, CA 94565

On the InSite Portal you are able to:
• Check your student email
• See your scheduled classes
• Participate in team sites for your classes
• And much more

Fee Payment
• Fees may be paid by check or credit card (VISA, MasterCard or Discover)
• If you pay by check, mail or take your check to the Cashier’s Office. Write your ID number on the check.

Note Regarding Financial Assistance
If you are receiving financial assistance through the college, your fee waiver must be processed before you register for classes.

Important Note: You will NOT be automatically dropped from classes based on non-attendance or nonpayment of fees. Failure to drop your course may result in a failing grade and a debt on your record.

All outstanding debts must be paid in full. Unpaid debts will result in a registration hold on student records.

Use this QR code to access the Financial Aid link using your smart phone.
Quién
Puede registrarse por Internet* en su WebAdvisor si:
• Actualmente eres un estudiante desde el semestre de Verano 2013, Otoño 2013 o Primeravera 2014 que está continuando sus estudios o
• Ha sometido una solicitud para el nuevo semestre de Verano 2014.
*Excluye a estudiantes de nivel preparatoria, los cuales deben presentar sus formas en persona.

When
• Las inscripciones por Internet en cursos semestrales o de corte plazo están disponibles a partir del día y horario de su cita de registro, hasta el día anterior del comienzo de clases. Después del comienzo de las clases, necesitarás un “Late Add Code”. Codigo de Admision Tardía para poder registrarse en su clase por WebAdvisor.

Como registrarse por internet en WebAdvisor
• Haga una lista de los cursos en las que desea inscribirse, revisando el programa de cursos disponibles en el currículo.
• Diríjase a www.losmedanos.edu antes o después de la fecha de su cita de inscripción y haga clic en InSite/WebAdvisor. Seleccione de nuevo la opción de InSite/WebAdvisor he ingrese su nombre de usuario, y contraseña.
• Su nombre de usuario (en letra minuscula) es la primera inicial de su primer nombre, su apellido completo, y los últimos 3 dígitos de su número de identificación de estudiante. (Ejemplo: Sam Jones sería sjones567).

Si no recuerda su número de estudiante diríjase a el link Que dice como puede entrar a Insite Portal How to Login to Insite Portal otra pagina se aparecerá indicando Cual es Mi Nombre de Usuario What’s My User ID? pondráis tu apellido y tu número de seguro social, y la pantalla te mostrará tu nombre de usuario. Los números de identificación y información personal No pueden ser proporcionados por teléfono llamando a la Oficina de Admisiones.

• Ingresa su código o contraseña. Si nunca ha usado el WebAdvisor, su código inicial sería su fecha de nacimiento en 6 dígitos (ejemplo: si su fecha de nacimiento es Abril 1, 1985, su código sería 040185). Una vez que haya ingresado su contraseña el sistema le pedirá que proporcione una nueva contraseña que debe tener de entre 6 a 9 letras incluyendo números.

Estará Ingresando dentro de su InSite Portal
• Haga clic en el símbolo de WebAdvisor.
• Elija Registración Registración sobre el menú de la izquierda.
• Elija Mi Fecha de Registración de Preoridad My Priority Registration Dates para poder ver y confirmar cuando será elegible para su registración.

• Si ya tiene y sabe las secciones de sus cursos, puede utilizar Express Registration. Llene el numero de la sección del curso ingresando los cuatro dígitos y elija el término de estudios apropiado.
• Si necesita buscar los cursos diríjase a buscar y seleccione el en Search for Sections. Si quiere buscar y registrarse elija Search and Register.
• Elija el colegio donde quiere asistir, el semestre, el año, he información y datos requeridos a como seán necesarios.
• Como Registrarse para Secciones que ya Había Salvado (Esto es como una canasta de mandado que contiene las clases que seleccionaste previamente pero no han sido registradas.) Para registrarse tienes que escoger una acción que dice Register en cada una de las clases. Siguiente para completar debe de que dice Preferred Sections List selecciona el boton de que dice Submit para completar su transacción. (Porfavor nota: si el curso esta lleno, o necesita aclarar pre-requisitos un mensaje en color rojo aparecerá en la parte de arriba de la pantalla ) si este curso no está registrado.
• Si el curso esta lleno, la otra opción es ponerte en la lista de espera llamada Waitlist, siempre y cuando esté disponible. Una vez registrándote en la lista de espera eres responsable de monitorear la lista para registrarte. Eres responsable por seguir las instrucciones en Manage My Waitlist.
• Si la lista de espera no está disponible tendrás que monitorearla frecuentemente para poder añadirte.
• En la pagina para ver resultados de su registración Registration Results revisé e imprima una copia de su currículo de clases y horarios para sus archivos.
• Diríjase al Menú Principal Main Menu elija Student Account Information Información de la Cuenta de Estudiante, después clic en Make a Payment para pagar su cuenta o cuotas de registración con tarjeta de crédito o puede enviar un cheque por correo a la oficina de pago: Cashier’s Office, Los Medanos College, 2780 East Leland Road, Pittsburg, CA 94565.

En su Insite Portal puedes:
• Ver tu correo electrónico
• Mirar el currículo de sus clases
• Participar en grupos de internet sobre sus clases
• Y mucho mas

Pago de Cuotas
• Las cuotas pueden ser pagadas con cheque o tarjeta de crédito por internet se acepta (Visa, Mastercard o Discover.)
• Si paga con cheque, por correo o en persona al departamento the Cashier’s Office asegúrese de escribir su número estudiantil en el cheque.

Notas Sobre La Ayuda Financiera
Si está recibiendo ayuda financiera por medio de el colegio su tramites de ayuda financiera deben ser procesados antes de su registro de clases.

Nota Importante: NO se le dará de baja automáticamente por no asistir a sus clases o por no haber pagado. Sin embargo, No darse de baja puede resultar en calificaciones no aprobatorias y una deuda en su currículo.

Toda deuda debe de ser pagada en su totalidad. Si no paga su deuda, su currículo de estudios serán detenidos.
Are you aware of our new transfer degrees?

LMC has 13 new degrees especially designed for those who are seeking to transfer to a California State University (CSU) Campus.

- Associate in Science Administration of Justice (AS-T)
- Associate in Arts Art- Studio Arts (AA-T)
- Associate in Science Business Administration (AS-T)
- Associate in Arts Communication Studies (AA-T)
- Associate in Science Early Childhood Education (AS-T)
- Associate in Arts English (AA-T)
- Associate in Arts History (AA-T)
- Associate in Arts Journalism (AA-T)
- Associate in Arts Kinesiology (AA-T)
- Associate in Arts Psychology (AA-T)
- Associate in Science Physics (AS-T)
- Associate in Arts Sociology (AA-T)
- Associate in Arts Theatre Arts (AA-T)

The Student Transfer Achievement Reform Act (Senate Bill 1440, now codified in California Education Code sections 66746-66749) guarantees admission to a California State University (CSU) campus for any community college student who completes an “associate degree for transfer”, a newly established variation of the associate degrees traditionally offered at a California community college. The associate in arts for transfer (AA-T) or the associate in science for transfer (AS-T) is intended for students who plan to complete a bachelor’s degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. In order to earn one of these degrees, students must complete a minimum of 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0. Students transferring to a CSU campus that does accept the AA-T or AS-T will be required to complete no more than 60 units after transfer to earn a bachelor’s degree (unless the major is a designated “high-unit” major). This degree may not be the best option for students intending to transfer to a particular CSU campus or to university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

For more information, please see a counselor or visit www.losmedanos.edu.
### LMC Programs of Study

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<thead>
<tr>
<th>PROGRAMS OF STUDY</th>
<th>College Skills Certificate</th>
<th>Certificate of Achievement</th>
<th>Associate Degree</th>
<th>PROGRAMS OF STUDY</th>
<th>College Skills Certificate</th>
<th>Certificate of Achievement</th>
<th>Associate Degree</th>
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<tr>
<td><strong>Administration of Justice</strong></td>
<td>AS/ AS-T*</td>
<td>Microcomputer Systems Specialist</td>
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<td><strong>Basic Law Enforcement</strong></td>
<td>Networking and Security</td>
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<td>Networking and Security (Advanced)</td>
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<td><strong>Basic Law Enforcement</strong></td>
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<td>Drama</td>
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<td>Theatre Arts</td>
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<td><strong>Anthropology</strong></td>
<td>Electrical/Instrumentation Technology</td>
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<td>Behavioral/Social Science</td>
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<td>Commercial Music – Business Management</td>
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<td><strong>Small Business Management and Operations</strong></td>
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<td><strong>Chemistry</strong></td>
<td>Arts/Humanities</td>
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<td><strong>Child Development</strong></td>
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<td><strong>School-Age Child Care</strong></td>
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<td><strong>School-Age Development &amp; Education</strong></td>
<td>Psychology</td>
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<td><strong>Site Supervisor/ Program Director</strong></td>
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<td><strong>Special Needs Care &amp; Education</strong></td>
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<td>Sociology</td>
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<td><strong>Computer Science</strong></td>
<td>Cruise Specialist</td>
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<td><strong>Computer Support Specialist (Advanced)</strong></td>
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<td><strong>Foundation</strong></td>
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<td><strong>Game Design</strong></td>
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</table>

*Degrees designed especially for those who plan to transfer to a California State University (CSU) campus.

See the Los Medanos College Catalog for information on LMC program requirements.

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In an effort to assist our students we post daily class cancellation notices. We provide class cancellations as they are submitted by the instructors so you may need to check this site frequently.

Bookmark the webpage link for easy access: www.losmedanos.edu/classcancel

While we will make every effort to keep this information up-to-date please understand that not all absences are reported in a timely manner so some notices will be posted close to or occasionally after a class start time.

We will continue to post class cancellation notices on the classroom door(s).
What is InSite?

InSite is your customized portal to campus news, events and reminders, the LMC website, WebAdvisor, and even real-time local weather.

Your class schedule appears on the calendar, with your classes for the week listed below. You can also access your InSite email, financial aid information, grades, and holds. InSite is your gateway to all online resources in the Contra Costa Community College District.

To log on to InSite, click the InSite/WebAdvisor icon on the Los Medanos College homepage. On the left side of the page, you will see “InSite Portal”. Just click the button and enter your InSite ID (same as your WebAdvisor ID) and password in the box that pops up.

Have fun exploring InSite now and return often to stay current with what’s happening at LMC!
Summer Online Courses

New to online classes? Not that experienced with computers and the Internet? We highly recommend going through these two steps by going to: **www.losmedanos.edu/onlineclasses**

### 1. Are you ready for an online class?
Take a quiz to see if an online course fits your needs. Check to make sure you have the computer skills you’ll need to succeed.

### 2. Is your computer ready?
Make sure your computer and Internet connection are up to speed.

### 3. Find online classes
Search for just online classes – find out more about each class, including contact info for the instructor and textbook info for most courses.

### 4. Get started
Use the step-by-step instructions for accessing your online classroom. Find all of this and more at: **www.losmedanos.edu/onlineclasses**.

Some things to know about online classes at LMC

- a. Get to your online classroom at [www.losmedanos.edu/onlineclasses](http://www.losmedanos.edu/onlineclasses).
- b. Your username and initial password are the same as for Web Advisor.
- c. Online courses begin the first day of class. Your online classroom will not be accessible before that date.
- d. Check to see if the instructor for your class has any special instructions or information by going to [www.losmedanos.edu/onlineclasses](http://www.losmedanos.edu/onlineclasses) and using the drop down menu to find out more (example: select English to see all online English courses, then scroll down to read more about your specific class).

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<td><a href="mailto:bschaffer@losmedanos.edu">bschaffer@losmedanos.edu</a></td>
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<td>MUSIC-012</td>
<td>Popular Music in American Culture</td>
<td>0010</td>
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<td><a href="mailto:mizilber@losmedanos.edu">mizilber@losmedanos.edu</a></td>
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<td>Process Technology (PTEC) Career Exploration</td>
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<td><a href="mailto:wcruz@losmedanos.edu">wcruz@losmedanos.edu</a></td>
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<td>TRAVL-105</td>
<td>Business and Financial Plans for Home-Based Travel</td>
<td>0501</td>
<td>6/16-7/3</td>
<td><a href="mailto:cmcgill@losmedanos.edu">cmcgill@losmedanos.edu</a></td>
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</table>
A new science wet lab is being built to better serve our students who prefer to attend classes at the LMC Brentwood Center.

Look for our biological and physical science classes taking place in Brentwood starting this coming fall and published in the LMC Fall 2014 schedule of classes when it becomes available.
<table>
<thead>
<tr>
<th>COURSE</th>
<th>SECTION</th>
<th>TITLE</th>
<th>DAYS</th>
<th>TIMES</th>
<th>ROOM</th>
<th>DATES</th>
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<tr>
<td>ANTHR-006</td>
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<td>Cultural Anthropology</td>
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<td>Introduction to Astronomy</td>
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<td>BIOSC-005</td>
<td>9508</td>
<td>Biology of Health</td>
<td>MTWTH</td>
<td>9:00-11:55am/9:00-11:05am</td>
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<td>6/16-7/24</td>
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<td>Introduction to Computers</td>
<td>MTWTH</td>
<td>12:30-2:35pm</td>
<td>BRT-10</td>
<td>6/16-7/24</td>
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<tr>
<td>DRAMA-015</td>
<td>9533</td>
<td>Multicultural Perspectives within Theatre</td>
<td>MTW</td>
<td>9:00-11:50am</td>
<td>BRT-16</td>
<td>6/16-7/23</td>
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<td>Multicultural Perspectives within Theatre</td>
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<td>Theatre Appreciation</td>
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<td>Economic History of the United States</td>
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<td>Fundamentals of English: Reading, Writing and Thinking</td>
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<td>Critical Analysis and Inquiry</td>
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<td>Advanced Composition and Critical Thinking</td>
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<td>The American World Until 1865: Creating A &quot;New World&quot; America</td>
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<td>Prealgebra</td>
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<td>MATH-026</td>
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<td>9521</td>
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<td>MTWH</td>
<td>9:00-11:50am</td>
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<td>NUTR-055</td>
<td>9507</td>
<td>Introduction to Nutrition</td>
<td>MTTH</td>
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<td>Contemporary Ethical Issues</td>
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<td>9537</td>
<td>Introduction to American Government: Institutions and Ideals</td>
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<td>Individual and Social Processes</td>
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<td>General Psychology</td>
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<td>Introduction to Sociology</td>
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<td>Speech Communication</td>
<td>MTWH</td>
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<td>Speech Communication</td>
<td>MTWH</td>
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<td>SPCH-150</td>
<td>9511</td>
<td>Intercultural Communication</td>
<td>MTWH</td>
<td>12:30-2:35pm</td>
<td>BRT-2</td>
<td>6/16-7/24</td>
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How to Read This Schedule

**MATHEMATICS**

**MATH-038  Statistics for Business and Economics - 4 Units**

PREREQUISITE: MATH 37S or 50S or equivalent course with a grade of “C” or better

ADVISORY: Recommended for Business Administration Majors

LMC DEGREE: DA

TRANSFER: UC, CSU Gen. Ed. Area B4

Calculus-based statistics for Business Administration majors who are transferring to CSU Hayward. Provides an understanding of the scientific method and the role of statistics in making inferences. Illustrations drawn from business, economics, and other fields. A graphing calculator is required for this course.

SC 0048 MW 1:00-2:50pm MA2-203 Semester

+ 2 hours by arrangement each week.

Brentwood Center

106B TTH 7:00-8:50pm BRT-7 Semester

+ 2 hours by arrangement each week.

**COMPUTER SCIENCE**

**COMSC-070  Microsoft Excel - 1.5 Units**

ADVISORY: COMSC 61 pr previous spreadsheet experience

A microcomputer course in electronic spreadsheet using the commercial program MS EXCEL for Windows 95. Students will learn how to enter data into a spreadsheet, format entries, perform complex calculations, and revise spreadsheet entries. The course will survey a variety of common spreadsheet applications.

SC 6957 Online

+ 3 hours by arrangement each week 8/19-10/9

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**Weekly Schedule Worksheet**

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<tr>
<th>8:00</th>
<th>9:00</th>
<th>10:00</th>
<th>11:00</th>
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</tbody>
</table>

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• Course number, course title, & number of units
• Prerequisites are required courses that must be completed prior to enrollment.
• Advisories are recommended courses to take prior to enrollment in a specific course
• LMC DEGREE: DA means that this course is LMC degree applicable.
• The TRANSFER area tells you what areas of CSU transfer this course satisfies.
• Section number needed for enrollment
• Days of the week the course is taught—M=Monday, T=Tuesday, W=Wednesday, TH=Thursday, F=Friday, S=Saturday, SU=Sunday
• Time the course is taught, note that some courses have more than one start and stop time.
• Room where the course is taught; see map inside back cover for location.

CC 1 - 119 building level room #

BRT - Brentwood Center
CC - College Complex
CO - CORE Building
CS - Child Study Center
EL - ETEC Lab
GYM - Gymnasium
LIB - Library Building
MA - Math Building
MU - Music Building
PE - Physical Education Complex
POOL - Pool
SC - Science

• SC - Student choice; pass/no pass option, by petition
• Online Course
• Additional hours or lab time may be required.
• Start and stop dates of course if different from normal semester length courses.
AIR CONDITIONING/REFRIGERATION

ACREF-045 Basic Heating and Cooling Technology - 2 Units
ADVISORY: Prior or concurrent enrollment in: APPLI-023, 024, 025 or 026
LMC Degree: DA
Transfer: CSU
Are you seeking a career working with technology and electro-mechanics? Do you like to work independently and find satisfaction in helping people? Try this introductory course in Heating Ventilation Air Conditioning that is part of the Appliance and HVAC certificate program. It will provide the basic foundation in HVAC you need to work in the appliance repair field. The course provides refrigeration theory, electrical circuitry, installation, troubleshooting, hands on practice working on heating and air conditioning systems. You will also learn related information on job safety, shop practices, repair orders, computer information, maintenance, and service techniques. The course prepares you to take the optional Federal EPA certification test prepared by the ESCO Institute (Exam fee is $50). SC 4203 MTW 6:00-9:50pm CC3-505 6/2-7/9

ANTHROPOLOGY

ANTHR-006 Cultural Anthropology - 3 Units
ADVISORY: ENGL-100
LMC Degree: GE: Social and Behavioral Sciences; DA
Transfer: UC, CSU Gen. Ed. Area D1; IGETC Area 4A
Has anyone ever stepped in your space and face? Is that appropriate? It may be depending on the culture you are from. In this class, you will learn about the beliefs, values, behaviors, and religions of the various cultures around the world as well as engage in real cultural anthropological fieldwork. Provides exposure to modern societies and vanishing cultures. SC 9512 MTWTH 8:00-10:05am BRT-6 6/16-7/24

ART / GRAPHIC COMMUNICATIONS

ART-005 Visual Arts Concepts - 3 Units
ADVISORY: Eligibility for ENGL-100
LMC Degree: GE: Arts and Humanities; DA
Transfer: UC, CSU Gen. Ed. Area C1; IGETC Area 3A
Are you creative? Like most people, you probably are, but you might not recognize it. This course focuses on the creative process and how artists have learned to use it to create works that address universal human concerns: birth, death and marriage, politics, religion, nature, everyday life, imagination and fantasy. Learn how the visual elements, principles of design, different media and methods can be used to create drawings, paintings, photography and sculpture. Learn how to evaluate art in personal and cultural terms. Learn how art can (and should be) part of your life. LR 0015 MTWTH 10:15-12:20pm CC3-307 6/16-7/24

ASTRONOMY

ASTRO-010 Introduction to Astronomy - 3 Units
ADVISORY: Eligibility for ENGL-100
LMC Degree: GE: Natural Sciences; DA
Transfer: UC, CSU Gen. Ed. Area B1; IGETC Area 5A
Do constellations, black holes, and the expansion of the Universe sound interesting? Join us as we survey the world's oldest science with a study of the objects and motions visible in the night sky along with the nature and evolution of planets, stars, galaxies, and the cosmos. We will also investigate the history and development of astronomy along with the process and ethics of science. LR 0964 MTWTH 8:00-10:05am SC2-225 6/16-7/24

Students enrolled in this section are expected to use computers for a portion of their coursework.

0967 MTWTH 10:15-12:20pm CC2-220 6/16-7/24
0966 MTWTH 3:45-5:50pm CC2-220 6/16-7/24
0963 MTWTH 6:00-8:05pm CC2-220 6/16-7/24
Brentwood Center 9580 MTWTH 12:30-2:35pm BRT-6 6/16-7/24

Students enrolled in this section are expected to use computers for a portion of their coursework.
ATHLETICS

ATHLETICS

ATH-006 Fitness for Athletic Competition - 1 Unit
ADVISORY: High school athletic experience
LMC Degree: DA
Transfer: UC, CSU
This course will prepare the prospective athlete for competition at an advanced level. Introduction to the elements, understanding, and knowledge of physical training will include endurance running, interval sprinting, weight training and plyometric training to improve one’s level of fitness for the upcoming athletic season. SC
0086 MWTH 10:00-12:50pm BB-FIELD 6/16-7/24
0089 MTW 11:00-1:50pm FB-FIELD 6/16-7/23
0064 MTW 2:00-4:50pm GYM 6/16-7/23
0067 THW 5:00-7:50pm FB-FIELD 6/16-7/24
0051 THW 4:00-6:50pm FB-FIELD 6/16-7/24
0063 THW 4:30-7:20pm SB-FIELD 6/16-7/24

ATH-027 Offensive Football Skills and Conditioning - 1 Unit
ADVISORY: Designed for intercollegiate football participants
LMC Degree: DA
Transfer: UC, CSU
Are you on the LMC football team or would like to improve your offensive skills? This course focuses on skill areas such as blocking, catching, passing, and route running. SC
0058 THW 3:30-4:00pm SC2-227 6/17-8/7
0059 THW 3:30-4:00pm SC1-129 6/17-8/7

AUTO-047 Automotive Heating and Air Conditioning - 3 Units
ADVISORY: Eligibility for ENGL-090
LMC Degree: DA
Transfer: CSU
This course will provide you with the knowledge and skills necessary to repair and diagnose common automotive heating and air conditioning systems. Gain hands on experience retrofitting R12 to R134a systems. This course prepares you to take the federal exam for a refrigerant handling license and the ASE A7 examination SC
0250 MTW 5:00-6:50pm CC3-512 6/2-7/9
MTW 7:00-9:50pm CC3-512A

AUTO-045 Automotive Laboratory Practice - 1.5 Units
LMC Degree: DA
Transfer: CSU
Have you gone for a job interview and been turned down because of lack of work experience? Then, this class is for you. Register in this course for additional automotive lab practice. Focus on areas and projects determined in collaboration with the instructor, based on your abilities. This will give you valuable hands-on work experience, for job placement or ASE examination work experience requirement. PJ/NP
0258 MTW 12:00-3:50pm CC3-512 6/2-7/9

BIOLOGICAL SCIENCE

BIO-005 Biology of Health - 3 Units
LMC Degree: GE: Natural Sciences; DA
Transfer: UC, CSU Gen. Ed. Area E1
Have you ever wondered how your heart helps to pump blood throughout your body? Or why you are more likely to get sick when you are stressed? Or what makes up a cell? This course will provide answers to all of these questions (and more)! The course is an opportunity for non-science majors to gain a greater understanding of how the human body functions and how biomedical science addresses the needs of human health and disease. The course will introduce students to the cell and how it functions, how tissues and organs function in the body, and how diseases affect normal body function. In addition to weekly lectures, there will be weekly one-hour by arrangement mini-lab sessions. This course meets the General Education Requirement for Science as of summer 2011. LR
4346 MTW 7:00-9:50pm SCI-131 6/16-7/23
MTW 6:00-8:50pm SCI-103
4348 MTWTH 10:15-12:20pm SCI-129 6/16-7/24
THW 9:00-9:50am SCI-103

BRENTWOOD CENTER

9508 MTW 9:00-11:55am BRT-5 6/16-7/24
TH 9:00-11:05am

BIO-010 General Biology - 4 Units
ADVISORY: MATH-012 or higher; eligibility for ENGL-090 or higher
LMC Degree: GE: Natural Sciences; DA
Transfer: UC; CSU Gen. Ed. Area B2, B3, IGETC Area 5B
The student will discover the elegance of nature while examining the basic structural and functional components of living organisms. This course includes both lecture and lab activities provided in a modern science teaching facility. This course meets the General Education Requirement for Lab Science. LR
0039 MTW 2:00-4:50pm SCI-132 6/16-7/23
MTW 5:00-8:50pm SCI-126
4350 MTWTH 8:00-10:05am SCI-102 6/16-7/24
THW 10:15-2:05pm SCI-126
BUS-035A Microsoft Word - 1.5 Units
ADVISORY: Eligibility for ENGL-090
LMC Degree: DA
Transfer: CSU
Do you have the word processing skills that today's employers require? Are you struggling with creating and formatting your papers, reports, or other personal documents? This is a skills/performance based class that will give you the opportunity to explore the basic and intermediate features of Microsoft Word. Learn how to create, edit, format, and print documents typically used in a job or other professional environments. This class is either a required course or an elective for many degrees and certificates in Business. SC
Online Course
0065 ONLINE 6/16-7/24
This is an ONLINE section for 7.5 hours each week.
Email questions to cknauer@losmedanos.edu.

BUS-035B Microsoft Excel - 1.5 Units
ADVISORY: BUS-003 or equivalent math skills
LMC Degree: DA
Transfer: CSU
Do you have the basic spreadsheet skills that today's employers require? Are you ready to begin learning how to use Microsoft Excel? This is a skills/performance based class that will give you the opportunity to learn basic Excel essentials like creating, editing, and formatting a workbook/worksheet, using basic formulas and functions, and creating basic charts. Learn how to create, edit, and format common business and personal spreadsheet documents like budgets, invoices, expense reports, balance sheets, and other basic financial reports. This class is either a required course or an elective for many degrees and certificates in Business. SC
5643 T 9:00-11:50am LIB-214 6/17-7/22
+ 4.5 hours ONLINE lab each week.

BUS-035C Microsoft PowerPoint - 1.5 Units
ADVISORY: Eligibility for ENGL-090
LMC Degree: DA
Transfer: CSU
Microsoft PowerPoint is one of the most common software tools used in business and for professional presentations today. This is a skills/performance-based class that will give you the opportunity to explore the basic and intermediate features of PowerPoint. Learn how to create and edit slide shows; enhance slides with sound, graphics, and animation; create and use custom templates; and prepare presentations for various types of delivery. This class is either a required course or an elective for many degrees and certificates in Business. SC
Online Course
5644 ONLINE 6/17-7/22
This is an ONLINE section for 7.5 hours each week.
Email questions to cknauer@losmedanos.edu.

BUS-051 Keyboarding - 1 Unit
LMC Degree: NDA
If you use a computer, this class is for you! Learn how to key the alphabetic keyboard “by touch,” while using techniques designed to prevent repetitive stress injury. This self-paced class utilizes tutorial software that allows you to learn on an individualized program at your own pace. P/NP
Online Course
0104 ONLINE 6/16-7/24
This is an ONLINE section for 4.5 hours each week.
Email questions to sbeckham@losmedanos.edu.

BUS-055 Typing Speed/Accuracy Development - 1 Unit
ADVISORY: Demonstrated keyboarding speed of 30 GWAM (gross words a minute)
LMC Degree: NDA
If you need entry-level typing skills, or are looking to improve the skills you already have, this is the class for you! This short-term class will help you build keyboarding proficiency through an individualized lesson plan designed to improve your typing speed and/or accuracy. This course meets the typing proficiency requirement for many Business department certificates. P/NP
Online Course
0105 ONLINE 6/16-7/24
This is an ONLINE section for 4.5 hours each week.
Email questions to sbeckham@losmedanos.edu.

BUS-059 Business Communications - 3 Units
ADVISORY: Prior or concurrent enrollment in BUS-058 or equivalent; eligibility for ENGL-090
LMC Degree: DA
Transfer: CSU
Effective oral and written communication skills are a key to job success. Discover and learn how to present messages and information orally and in writing more effectively. Students learn how to compose email, letters, memos, and reports. Identify successful job search strategies such as networking, create resumes and gain interview skills that will make you more marketable to set you apart from the rest. SC
0109 TWTH 12:30-3:20pm SC2-225 6/17-7/24
BUS-092  Business Ethics  -  .5 Unit
PREREQUISITE:  Eligibility for ENGL-090
LMC Degree:  DA
Transfer:  CSU
As public trust in corporate America and the government declines, it is essential that you have an understanding of business ethics and its importance in the workplace. In this class you will learn the basics of business ethics, study the characteristics of the 100 Best Corporate Citizens, learn how to become an ethical change agent in your organization, and how to develop solutions to the ethical problems you encounter in the workplace. P/NP
0107  W  6:00-9:50pm  MA2-203  6/25-7/2

BUS-093  Dealing with Difficult People  -  .5 Unit
PREREQUISITE:  Eligibility for ENGL-090
LMC Degree:  DA
Transfer:  CSU
Today's diverse and increasingly complex workplace is made up of individuals with very unique personalities and different communication styles. All of these individual personality types attempting to work together can often be difficult. This eight-hour course will help you to understand the "difficult" people that you work with, even when the "difficult" person is you. Understanding "difficult" people leads to less frustration. You will learn to recognize the relationship between "difficult" people and conflict, learn conflict resolution techniques, identify strategies for communicating with the "difficult" people in your workplace, and develop skills to constructively manage the conflict in your life. P/NP
0108  TH  6:00-9:50pm  MA2-203  6/26-7/3

CHEMISTRY

CHEM-006  Introduction to Inorganic and Physical Chemistry  -  4 Units
PREREQUISITE:  MATH-025, MATH-029 or equivalent
LMC Degree:  DA
Transfer:  UC, CSU Gen. Ed. Area B1, B3; IGETC Area 5A
Have you ever wondered about electrolytes and sports drinks? How does a battery generate electricity? Can we turn lead into gold? Chemistry supplies answers to these questions and countless others. This course gives a basic introduction to chemistry and its impact on you and the modern world. This course is designed for students who have not had a prior course in chemistry. LR
0865  MTWTH  8:00-10:05am  SC2-229  6/16-7/24
  MTWTH  10:15-1:15pm  SC2-234

CHEM-025  General College Chemistry  -  5 Units
PREREQUISITE:  CHEM-006 or (one year of High School chemistry); MATH-030
LMC Degree:  DA
Transfer:  UC, CSU Gen. Ed. Area B1, B3; IGETC Area 5A
CHEM-025 is the first semester of a one year course that fulfills the general chemistry requirement for students in chemistry, engineering, life science, physics, pre-dental, and pre-medical programs. Through this course, students will explore the microscopic world of atoms and molecules and gain a richer understanding of the world around us. LR
4338  MTWTH  8:00-10:05am  SC2-234  6/16-7/24
  MTWTH  10:15-12:20pm  SC2-229
  MTWTH  1:30-3:35pm  SC2-234

CHEM-026  General College Chemistry  -  5 Units
PREREQUISITE:  CHEM-025 or equivalent
LMC Degree:  DA
Transfer:  UC, CSU Gen. Ed. Area B1, B3; IGETC Area 5A
CHEM-026 is the second semester of a one year course and fulfills the general chemistry requirement for students in chemistry, engineering, life science, physics, pre-dental, and pre-medical programs. Upon completion of this course, students will be prepared to enter Chemistry 028 Organic Chemistry. Students will also develop insight into the chemical workings of their lives. SC
0271  MTWTH  10:00-12:05pm  SC1-136  6/16-7/24
  MTWTH  12:15-4:35pm  SC2-235

CHILD DEVELOPMENT

CHDEV-010  Child Growth and Development  -  3 Units
PREREQUISITE:  Eligibility for ENGL-100
LMC Degree:  GE; Social and Behavioral Sciences; DA
Transfer:  UC, CSU Gen. Ed. Area D7, E; IGETC Area 4G
Do you want to make a positive impact in the lives of children? This class will help you understand how children learn and develop while providing you with strategies to work effectively with children at home and at your place of employment. This class is great for parents, people who want to be parents, future and current teachers, nurses, doctors, police officers, social workers, counselors. Required for Child Development Major. Satisfies Department of Social Services Category I and the Child Development Permit Matrix Requirement. SC
0038  MTWTH  6:30-8:35pm  CS1-110  6/10-7/31
Online Course
0040  MTWTH  ONLINE  6/10-7/31
This is an ONLINE section for 8.75 hours each week. Email ejones@losmedanos.edu if you have questions.

CHDEV-083  Field Experience in Early Childhood Programs  -  1-3 Units
PREREQUISITE:  CHDEV-001 and 010 strongly recommended; eligibility for ENGL 090
LMC Degree:  DA
Transfer:  CSU
This class provides a great opportunity to work in a high quality early childhood program under the guidance of a trained mentor teacher! Gain valuable and fun hands-on experience with young children in college-certified toddler, preschool, or school age programs as you meet the experience requirements for the Child Development Permit and for licensing. TB clearance required BEFORE lab hours will be scheduled. TB skin test expires after 2 years. TB chest x-ray expires after 5 years. SC
0044  6/9-7/31
COMSC-040  Introduction to Computers  -  4 Units
ADVISORY: Eligibility for ENGL-090
LMC Degree: DA
Transfer: UC, CSU
Do you have an interest in computer technology or are you considering further studies in Computer Science? This course will cover basic computer concepts, terminology and uses as well as hands-on experience with common computer applications. SC
4266 MTWTH 10:15-12:20pm CO-103 6/16-7/24
+6 hours ONLINE lab each week.
0079 MTWTH 7:00-9:05pm CC2-229 6/16-7/24
+ 6 hours ONLINE lab each week.
Brentwood Center
9522 MTWTH 12:30-2:35pm BRT-10 6/16-7/24
+ 6 hours ONLINE lab each week.
Online Course
0050 ONLINE 6/16-7/24
This is an ONLINE section for 15 hours a week.
Email questions to kstanton@losmedanos.edu
0078 ONLINE 6/16-7/24
This is an ONLINE section for 15 hours a week.
Email questions to dyoung@losmedanos.edu.

COMSC-049  Computer Literacy  -  1.5 Units
ADVISORY: Eligibility for ENGL-090
LMC Degree: DA
An introductory course in computers covering basic computer concepts, terminology, and uses as well as hands-on experience with common computer applications. SC
Online Course
0042 ONLINE 6/16-7/24
This is an ONLINE section for 6 hours a week.
Email questions to kstanton@losmedanos.edu

COMSC-060  Information Technologies  -  4 Units
ADVISORY: COMSC-040; eligibility for ENGL-090
LMC Degree: DA
Transfer: CSU
Gain the skills needed to pursue a career as an office professional! You will learn basic computer concepts, virtualization, and cloud computing while developing skills using productivity software to create a variety of documents for the business world. This beginning “hands on” wireless computer class will introduce you to a wide spectrum of various technological devices, such as Laptops, Personal Digital Assistants (PDAs), Global Positioning Systems (GPS’s), Digital Cameras and Bluetooth devices. SC
0070 MTWTH 8:00-10:05am CO-102 6/16-7/24
+ 9 hours by arrangement each week.

COMSC-092  PC Repair - A + Prep (A+ Certification)  -  1.5 Units
ADVISORY: COMSC-090, 091, or working knowledge of PC systems and operating systems; eligibility for ENGL-090
LMC Degree: DA
This is the third of three courses (COMSC-090, 091, and 092) designed to prepare you for the Comp TIA A+ Certification Exams. This course covers advanced configuration and maintenance of Microsoft operating systems and is recommended for intermediate to advanced computer users, or students who have completed COMSC-090 and COMSC-091. This course is not suggested for inexperienced or beginning computer users. The course is divided equally between lecture and lab, with lab teams enhancing the collaborative learning experience. SC
0025 MTTH 7:00-7:50pm CO-103 6/16-7/24
MTTH 8:00-8:50pm CO-210

COMSC-121  Computer Forensics Investigations and Analysis  -  3 Units
ADVISORY: COMSC-120; COMSC-040; eligibility for ENGL-090
LMC Degree: DA
Transfer: CSU
Interested in pursuing a career in Computer Forensics Investigations & Analysis? Learn concepts to conduct a forensics investigation using cutting edge technology, specialized software and acquire skills to become a Computer Forensics Specialist. This course will prepare you for the EnCase certification recognized worldwide. SC
Online Course
0023 ONLINE 6/9-7/31
This is an ONLINE section for 13.5 hours each week.
Email instructor at sajones@losmedanos.edu for further information.

COUNS-030  Orientation to College  -  1 Unit
ADVISORY: Completion of the LMC Assessment Test or equivalent
LMC Degree: NDA
Confused about college? Not sure what’s in the catalog? Then, this class is for you! This course will introduce you to valuable resources, academic programs and services to help you start college. You’ll learn about all the transfer and training options available to you in California. You’ll also develop a personalized educational plan designed to help you meet your goals. P/NP
0057 TTH 12:30-1:50pm CO-102 6/16-7/24

COUNS-034  College Success  -  1 Unit
LMC Degree: DA
Transfer: CSU
What are some of the characteristics and skills that can help you achieve success in college? In this course you will learn how to take notes, take exams, overcome procrastination, manage time, and cope with stress and test anxiety. You will gain the self-confidence necessary to become a successful and an actively engaged student in your educational journey. P/NP
0053 W 9:00-10:30am CC3-365 6/4-8/6
This section is for students in the Emergency Medical Technician Career Advancement Academy in Go to www.losmedanos.edu/careeracademy for information.
Enrollment in this course requires automatic enrollment in the summer semester in EMS-010-0251 and EMS-014.
0052 MW 12:30-1:50pm CO-102 6/16-7/23
**DRAMATIC ARTS**

**DRAMA-015**  
Multicultural Perspectives within Theatre - 3 Units  
ADVISORY: Eligibility for ENGL-100  
LMC Degree: GE: Ethnic/Multicultural Studies; Arts and Humanities; DA  
Transfer: UC, CSU Gen. Ed. Area C1; IGETC Area 3A  
Come explore theatre of many cultures. Students will read plays, discuss, and view theatre productions from African American, Asian American, European American, and Latino American and other cultures to discover the world around us that can only be explored in a dramatic setting. SC  
0245 MTW 12:30-3:20pm SC1-102 6/16-7/23

**Brentwood Center**  
9533 MTW 9:00-11:50am BRT-16 6/16-7/23  
9525 MTW 1:00-3:50pm BRT-12 6/16-7/23  
Online Course  
0246 ONLINE 6/16-7/24

This is an ONLINE section for 9 hours each week. Email questions to jperry-folino@losmedanos.edu.

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**DRAMA-016**  
Theatre Appreciation - 3 Units  
ADVISORY: Eligibility for ENGL-100  
LMC Degree: GE: Arts and Humanities; DA  
Transfer: UC, CSU Gen. Ed. Area C1; IGETC Area 3A  
Theatre is alive with humanity's joy, humor and tragedy. Learn the various aspects of theatre, how it came into being and why it continues to thrive and fascinate. Through hands-on experience, lectures, live theatre production(s) and DVD/ Videos specifically geared to the course, become a part of a community of theatre lovers. SC  
0246 MTW 4:00-6:50pm CO-103 6/16-7/23

**Brentwood Center**  
9531 MTW 4:00-6:50pm BRT-16 6/16-7/23

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**DRAMA-030**  
Chicano/a Mexican American Cinema: A Critical Analysis - 3 Units  
ADVISORY: ENGL-100  
LMC Degree: GE: Ethnic/Multicultural Studies; DA  
Transfer: UC, CSU Gen. Ed. Area C2; IGETC Area 3B  
Explore the Chicano Mexican American experience through films created about Mexican Americans as well as films created by Mexican Americans in the 20th and 21st centuries. You will journey on an epic adventure through a variety of subjects and genres such as dramas, comedies and documentaries. These films help you to understand and experience the journey that various Mexican American individuals and groups have taken to arrive at the 21st century in the United States. You will come to appreciate and acknowledge the far reaching effects of Mexican Americans on both the broader culture and the socio/political landscape throughout the United States and the world. SC  
0247 MTW 8:00-10:50am CC3-322 6/16-7/23  
0032 MTW 11:00-1:50pm CC3-322 6/16-7/23

**Online Course**  
0008 ONLINE 6/16-7/24

This is an ONLINE section for 9 hours a week. Email questions to jperry-folino@losmedanos.edu.

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**ECONOMICS**

**ECON-005**  
Economic History of the United States - 3 Units  
ADVISORY: Eligibility for ENGL-100  
LMC Degree: GE: Social and Behavioral Sciences; DA  
Transfer: UC, CSU Gen. Ed. Area D6; IGETC Area 4F  
Have you ever wondered how the U.S. became a leading economic power in the world? To be a well rounded citizen, enroll now to gain an understanding of the historical origin, growth and development of the American economy. Engage in lively discussions on a variety of interdisciplinary topics such as immigration, race, big business, government policies and institutions. Meets one-half of the CSU American Institutions and Ideals transfer requirement. SC

**Brentwood Center**  
9535 MTWTH 10:30-12:35pm BRT-12 6/16-7/24

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**ECON-011**  
Principles of Macroeconomics - 3 Units  
PREREQUISITE: MATH-030 or equivalent  
ADVISORY: ECON-010  
LMC Degree: GE: Social and Behavioral Sciences; DA  
Transfer: UC, CSU Gen. Ed. Area D2; IGETC Area 4B  
Macroeconomics gives you the “big picture” of the economy. Enroll now, to learn about inflation, unemployment, business cycles, monetary and fiscal policy. Become a well rounded citizen as you gain a deeper understanding of all of the above as well as the trade offs & ambiguities facing policy makers in the world around us. SC  
0068 MTWTH 8:00-10:05am CC3-361 6/16-7/24
gloves, LR scope, uniform shirt, blood pressure cuff, CPR card and $55.00 and payment of these fees provides you a stethoscope form 51 or LMC physical clearance form. Lastly, lab fees are for Hepatitis B, MMR, tetanus, and proof of varicella (chickenpox). Also students must have a medical exam using DMV AED Basic Life Support Provider card prior to start of class, and be fully inoculated with documentation of TB, proof of varicella (chickenpox). Also students must have a medical exam using DMV form 51 or LMC physical clearance form. Lastly, lab fees are $55.00 and payment of these fees provides you a stethoscope, uniform shirt, blood pressure cuff, CPR card and gloves.

**ELECTRICAL/INSTRUMENTATION TECHNOLOGY**

**ETEC-004 Introduction to Electrical Technology - 3 Units**

**PREREQUISITE:** Approved online application and employer placement

**ADVISORY:** Eligibility for ENGL-080

**LMC Degree:** DA

**Transfer:** CSU

Are you looking for a basic understanding of everyday electrical devices? This course investigates the workings of everyday electrical devices such as toasters, thermostats, fluorescent lights, electric motors, transformers and much more. It allows the student to look at the electrical concepts on the working level and explore the opportunities in the electrical field. SC

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<td>5:00-9:50pm</td>
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**ETEC-170A Internship in Electrical / Instrumentation Technology - 1-4 Units**

**PREREQUISITE:** Students must be 18 years of age by the date the course begins

**ADVISORY:** Eligibility for ENGL-080; Medical clearance form and proof of inoculations.

**LMC Degree:** DA

**Transfer:** CSU

Learn more about internship opportunities in your chosen field.

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**EMERGENCY MEDICAL SERVICES**

**EMS-010 Emergency Medical Technician I - 6 Units**

**PREREQUISITE:** Students must be 18 years of age by the date the course begins

**ADVISORY:** Eligibility for ENGL-080; Medical clearance form and proof of inoculations.

**LMC Degree:** DA

**Transfer:** CSU

Come join us in the fast-paced, exciting field of Emergency Medical Services by becoming an EMT. Learn the life-saving skills that allow you to assess patients in an emergency setting, use your knowledge and skills to treat them, and stabilize and transport them for further care. This course requires extensive study and preparation time, including reading, completing homework, and practicing skills, typically 10 to 12 hours per week out of the classroom. Clinical time is also required to obtain State-mandated patient contacts, typically an additional 24 hours minimum and 10 patient contacts. Successful completion of this course allows the student to take the national registry exam administered by the National Registry of Emergency Medical Technicians. Students are asked to be proactive and obtain an American Heart CPR/AED Basic Life Support Provider card prior to start of class, also to be fully inoculated with documentation of TB, Hepatitis B, MMR, tetanus, and proof of varicella (chickenpox). Also students must have a medical exam using DMV form 51 or LMC physical clearance form. Lastly, lab fees are $55.00 and payment of these fees provides you a stethoscope, uniform shirt, blood pressure cuff, CPR card and gloves. LR

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This section is for students in the Emergency Medical Technician Career Advancement Academy in Go to www.losmedanos.edu/careeracademy for information. Enrollment in this course requires automatic enrollment in COURS-034-0053 and EMS-014.

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**ENGLISH**

**ENGL-070 Fundamentals of English: Reading, Writing and Thinking - 5 Units**

**LMC Degree:** NDA

Do you want to build the knowledge and skills you will need to be a successful college student? Reading, writing and critical thinking are absolutely critical to your success in every class and in most aspects of your life. English-070 is an intensive course that will build your skills and your confidence as a reader, critical thinker, writer and college student. While building these skills, you will explore interesting themes and issues, and receive the support of college services designed with your success in mind! SC

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**Brentwood Center**

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**ENGL-082 Building a College Vocabulary - 3 Units**

**LMC Degree:** NDA

Do you want to improve reading comprehension and use the right word when writing or speaking? Add new words to your vocabulary while also improving your reading and writing. This course may be taken with English 70 or English 90 or by itself. Open to all students! SC

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**ENGL-083 Sentence Skills for College Writing - 3 Units**

**ADVISORY:** Eligibility for ENGL-080

**LMC Degree:** DA

Do you want to build the knowledge, skills, and confidence necessary to compose correct and sophisticated sentences in your writing tasks? SC

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</table>

**ENGLISH 2014 | Enroll Online www.losmedanos.edu | 27**
## Integrated Reading, Writing and Critical Thinking - 5 Units

**PREREQUISITE:** ENGL-070, 071 or 070B; or demonstration of equivalent skills based on assessment

**LMC Degree:** DA

In this course you will develop the reading, writing and critical thinking skills that are essential for success in college – skills you will use for the rest of your life! Whatever your chosen career path, you will benefit from the thinking, reading and writing skills taught in English 90. You will read about relevant, interesting topics, write essays, improve your grammar, and learn to manage yourself as a college student and lifelong learner. English 90 is excellent preparation for all of your other college courses, and for your life after college, as well. SC

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**Brentwood Center**

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<td>9531</td>
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</table>

## College Composition - 3 Units

**PREREQUISITE:** ENGL-090; ENGL-926 or assessment process

**LMC Degree:** GE: Language and Rationality; English Composition; DA

This college-level course will help you to improve your critical thinking, writing and thinking skills—skills that are essential for future success! Students will analyze course readings and write organized and well-developed essays based on the assigned texts and their own research. Students will also read, analyze and write about one book-length work. This course is required for AA degree and transfer to CSU or UC. LR

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**Brentwood Center**

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## Advanced Composition and Critical Thinking - 3 Units

**PREREQUISITE:** ENGL-100

**LMC Degree:** DA

Transfer: UC; CSU Gen. Ed. Area A3; IGETC Area 1B

Tired of losing arguments or being manipulated by loaded language? English-221 teaches you how to analyze construct and critique arguments and recognize the many ways people and media try to manipulate you into agreeing with them. By carefully reading argument essays about key societal issues and examining the concepts symbols and subtexts in examples of popular culture such as advertisements and television, you will become a clear thinker. This course teaches you to write strong and effective arguments, a crucial skill for most academic majors or vocational programs. LR

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## Thinking and Writing Critically about Literature - 3 Units

**PREREQUISITE:** ENGL-100

**LMC Degree:** GE: Arts and Humanities; DA

Transfer: UC; CSU Gen. Ed. Area C2

How would you answer these questions? What good books have you read? What are you reading? What books have changed your life? Every well-rounded, educated person needs to be familiar with some of the great works of literature - short stories, poems, plays, novels - and this course gives you that opportunity, while continuing to develop your skills in critical reading, writing and research. Learn to enjoy the pleasures of literature while satisfying your G.E. and transfer requirements too. Sign-up for English 230! LR

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## Conversation/Pronunciation I - 3 Units

**PREREQUISITE:** ENGL-100

**LMC Degree:** DA

Transfer: UC; CSU Gen. Ed. Area A3; IGETC Area 1B

A media-rich course that investigates the relationship of critical reading to critical thinking. Emphasis on the development of critical thinking skills with application in the interpretation, evaluation, analysis, criticism and advocacy of ideas encountered in academic readings, popular culture, and current events. SC

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## Conversation/Pronunciation II - 3 Units

**PREREQUISITE:** ENGL-100

**LMC Degree:** DA

Transfer: UC; CSU Gen. Ed. Area A3; IGETC Area 1B

A media-rich course that investigates the relationship of critical reading to critical thinking. Emphasis on the development of critical thinking skills with application in the interpretation, evaluation, analysis, criticism and advocacy of ideas encountered in academic readings, popular culture, and current events. SC

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## Conversation/Pronunciation I - 3 Units

**PREREQUISITE:** ENGL-100

**LMC Degree:** DA

Transfer: UC; CSU Gen. Ed. Area A3; IGETC Area 1B

A media-rich course that investigates the relationship of critical reading to critical thinking. Emphasis on the development of critical thinking skills with application in the interpretation, evaluation, analysis, criticism and advocacy of ideas encountered in academic readings, popular culture, and current events. SC

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## Conversation/Pronunciation II - 3 Units

**PREREQUISITE:** ENGL-100

**LMC Degree:** DA

Transfer: UC; CSU Gen. Ed. Area A3; IGETC Area 1B

A media-rich course that investigates the relationship of critical reading to critical thinking. Emphasis on the development of critical thinking skills with application in the interpretation, evaluation, analysis, criticism and advocacy of ideas encountered in academic readings, popular culture, and current events. SC

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## Conversation/Pronunciation III - 3 Units

**PREREQUISITE:** ENGL-100

**LMC Degree:** DA

Transfer: UC; CSU Gen. Ed. Area A3; IGETC Area 1B

A media-rich course that investigates the relationship of critical reading to critical thinking. Emphasis on the development of critical thinking skills with application in the interpretation, evaluation, analysis, criticism and advocacy of ideas encountered in academic readings, popular culture, and current events. SC

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## Conversation/Pronunciation IV - 3 Units

**PREREQUISITE:** ENGL-100

**LMC Degree:** DA

Transfer: UC; CSU Gen. Ed. Area A3; IGETC Area 1B

A media-rich course that investigates the relationship of critical reading to critical thinking. Emphasis on the development of critical thinking skills with application in the interpretation, evaluation, analysis, criticism and advocacy of ideas encountered in academic readings, popular culture, and current events. SC

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<td>FIRE TECHNOLOGY</td>
<td>HISTORY</td>
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<tr>
<td>FIRE-102    Fire Behavior and Combustion - 3 Units</td>
<td>HIST-029 Creating A “New World” America - 3</td>
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<td>ADVISORY: FIRE-101; eligibility for ENGL-090</td>
<td>Units</td>
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<td>LMC Degree: DA</td>
<td>ADVISORY: Eligibility for ENGL-100</td>
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<tr>
<td>Transfer: CSU</td>
<td>LMC Degree: GE: Social and Behavioral Sciences; DA Transfer: UC; CSU Gen. Ed. Area D8; IGETC Area 4F</td>
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<td>This is one of the five courses required for an Associate Degree in Fire Technology. It is probably the most important of all the courses because it provides you with critical information concerning the chemistry of fire and its behavior. It goes into detail about the fire starts, continues and is extinguished. In order to handle fire emergencies, you must know the fundamentals of its makeup. There are all types of fires and each has its own particular danger. This course teaches you on how to suppress the structure, vehicle, rubbish/trash or wildland fire. This course is accredited by the International Fire Service Training Association (IFSTA), National Fire Protection Association (NFPA), California State Firefighters Association (CSFA), and the Firefighter’s Handbook: Essentials of Firefighting and Emergency Response. SC 0106 TTH 11:30-2:50pm CC3-338 6/9-7/31</td>
<td>HIST-030 Creating a Modern World Hegemony - 3 Units</td>
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<tr>
<td>FIRE-106    Physical Fitness for Public Safety Personnel - 1 Unit</td>
<td>ADVISORY: Eligibility for ENGL-100</td>
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<td>LMC Degree: DA</td>
<td>LMC Degree: GE: Social and Behavioral Sciences; DA</td>
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<td>Transfer: CSU</td>
<td>Transfer: UC; CSU Gen. Ed. Area D8; IGETC Area 4F</td>
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<td>This is a physically active class designed to point out and explore current trends in Public Safety Physical Fitness Hiring requirements. You will be physically evaluated and then given a fitness program to assist you in accomplishing your fitness goals. SC 0103 MTWTH 7:00-9:05pm PEW-1 6/16-7/24</td>
<td>Are you curious how the United States has become a world “super-power” of the 21st century? Would you like to examine how “free market” capitalism and its ever-expanding urban-industrial order contributed to the United States being both the most envied and feared “super-power” of the 21st century? These questions and others will be covered in this course. Partially fulfills the CSU American Institutional/Ideals requirement. SC 0088 MTWTH 10:15-12:20pm SC2-225 6/16-7/24</td>
<td>This is an ONLINE section for 9 hours each week. Please email <a href="mailto:bschaffer@losmedanos.edu">bschaffer@losmedanos.edu</a> if you have any questions.</td>
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<tr>
<td>FIRE-107    Fire Fighter Safety and Survival - 3 Units</td>
<td>HIST-046 History and Cultures of Native Americans in North America (from Pre-European Contact Through 1838) - 3 Units</td>
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<td>ADVISORY: Eligibility for ENGL-100</td>
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<tr>
<td>LMC Degree: DA</td>
<td>LMC Degree: GE: Ethnic/Multicultural Studies; DA</td>
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<td>Transfer: CSU</td>
<td>Transfer: UC; CSU Gen. Ed. Area D3; IGETC Area 4C</td>
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<td>Are you seeking employment in the fire service or currently employed as a fire fighter? This course will meet the new requirement mandated by the Fire and Emergency Services Higher Education (FESHE) Initiative. This course will teach you how to minimize the risk of injuries, accidents and fatalities. UR 0252 MTW 3:00-5:50pm CC3-361 6/16-7/23</td>
<td>Native American history is epic, diverse, poignant, and moving. Come learn about the true Americans and their diversity, their fight for their homeland, cultural survival and autonomy against the European newcomers and the U.S. government. SC 0082 MTWTH 1:00-3:05pm CC2-221 6/16-7/24</td>
<td>This is an ONLINE section for 9 hours each week. Please email <a href="mailto:bschaffer@losmedanos.edu">bschaffer@losmedanos.edu</a> if you have any questions.</td>
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HUMANITIES

HUMAN-030  Modernist Paris: Artists and Intellectuals (1890-1950) - 3 Units
ADVISORY: Eligibility for ENGL-100
LMC Degree: GE. Arts and Humanities; DA
Transfer: UC, CSU Gen. Ed. Area C7; IGETC Area 3B
Paris is as much a state of mind as a beautiful city. From the middle of the seventeenth century until the present day, Paris has been one of the world’s most important arenas of artistic and intellectual achievement. But in the years between 1890 and 1950, more astonishing changes in Western lifestyles occurred in any other comparable time frame, and the artists and intellectuals living in Paris during those years affected revolutions in perception and thought that continue to reverberate strongly in our own age. In order to understand our present time, we must go back a century and learn what modernism was, how it was expressed, and by whom.

JOURNALISM

JOURN-100  Mass Communication - 3 Units
ADVISORY: ENGL-090 or eligibility for ENGL-100
LMC Degree: GE. Arts and Humanities; DA
Transfer: UC, CSU Gen. Ed. Area D7; IGETC Area 4G
(formerly JOURN-035)Experience and examine the mass media - books, newspapers, magazines, radio, television, film, recordings and the Internet - analyzing their impact on society and culture, as well as on your own life. You will also explore current trends, issues, laws and ethics involved with the mass media and related industries. SC

MATHEMATICS

MATH-012  Prealgebra - 4 Units
LMC Degree: NDA
Need a review of the basics but want to get a head start of algebra? Planning to transfer but need a refresher before jumping into Elementary Algebra? MATH-012 is the class for you! MATH-012 a four-unit lecture/lab prealgebra course designed to provide students with the background skills and knowledge in preparation for the study of elementary algebra. In addition to prealgebra skills, students will learn effective learner skills such as self-assessment, goal-setting, and using resources. MATH-012 is a part of the LMC Developmental Math Program. SC

MATH-025  Elementary Algebra - 5 Units
PREREQUISITE: MATH-012 with a grade of “C” or better, or completion of coursework at another college that is comparable to Math 12 with a grade of “C” or better, or demonstration of equivalent prealgebra skills based on our LMC assessment process, or equivalent assessment recommendation from another college.
LMC Degree: DA
How do scientists model the real world and make predictions using math? Math 25 is an elementary algebra course that introduces students to applications of math through linear equations, systems of linear equations, and quadratic equations. This course covers Algebra I in one semester. Expect to spend a minimum of eight hours of study time outside of class each week. SC

MATH-026  Plane Geometry - 3 Units
PREREQUISITE: MATH-025, MATH-29 or equivalent
LMC Degree: GE. Language and Rationality; Communication and Analytical Thinking; DA
Geometry surrounds us! From ancient war machines to modern GPS tracking systems, cultures old and new recognize the importance of formally studying the spatial relationships that we see everywhere. This course will teach you not only what these relationships are, but how to use logical and mathematical reasoning to discover and explain them. Topics include lines, planes, angles, triangles, polygons, circles, transformations, similar figures, perimeter, area, volume, logical proof, constructions, the use of drawing tools, and the Pythagorean Theorem. This course satisfies the math requirement for an associate degree, and is a required prerequisite for pre-calculus. SC

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<td>MATH-012</td>
<td>Prealgebra - 4 Units</td>
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<td>MATH-025</td>
<td>Elementary Algebra - 5 Units</td>
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<td>MATH-026</td>
<td>Plane Geometry - 3 Units</td>
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Intermediate Algebra - 4 Units

PREREQUISITE: MATH-025 with a grade of “C” or better, or completion of coursework at another college that is comparable to MATH-025 with a grade of “C” or better, or demonstration of equivalent elementary algebra skills based on our LMC assessment process, or equivalent assessment recommendation from another college, or successful completion of high school Algebra II.

LMC Degree: GE: Language and Rationality: Communication and Analytical Thinking; DA

MATH-030 is an intermediate algebra course with focus on linear, quadratic, exponential, and logarithmic functions. Students will investigate algebra concepts from multiple perspectives including tables, graphs, symbolic forms with variables, and written descriptions. Students will develop proficient skills in communication of mathematics, problem-solving, use of multiple representations, effective learning skills and learning to apply algebra to analyze and solve real-life problems takes time and effort. A graphing calculator or graphing software is required. SC

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<td>+ 6 hours by arrangement each week.</td>
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Introduction to Statistics - 4 Units

PREREQUISITE: MATH-030, MATH-029 or equivalent

LMC Degree: GE: Language and Rationality: Communication and Analytical Thinking; DA

Transfer: UC; CSU Gen. Ed. Area B4; IGETC Area 2A

Is Barry Bonds the best homerun hitter? Can card tricks be made to various fields including physics, engineering, biology, and social science. This course is required for math, science and engineering majors. Use of a mathematical software package or graphing calculator required. SC

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<td>6:00-8:50pm</td>
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<td>6/16-7/24</td>
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<td>This is a ‘partially online’ class. This class meets Mondays 6-8:50pm in MA2-203 and 15 hours online every week. Final Exam 8-8:50 on Thursday 7/24.</td>
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Precalculus - 4 Units

PREREQUISITE: MATH-026 and MATH-030 or MATH-029 or equivalent

LMC Degree: GE: Language and Rationality: Communication and Analytical Thinking; DA

Transfer: UC; CSU Gen. Ed. Area B4; IGETC Area 2A

Students will learn how functions are used to describe real-world situations. Students will study functions grouped into families: linear, exponential, trigonometric, power, and others. Students will investigate functions using algebra, tables, graphs, and verbal descriptions. This course is primarily intended to prepare students for calculus but may also serve as an advanced course for students not intending to continue with calculus. Graphing calculator required. SC

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<td>+ 6 hours by arrangement each week.</td>
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Precalculus - 4 Units

PREREQUISITE: MATH-028 and MATH-030 or MATH-029 or equivalent

LMC Degree: GE: Language and Rationality: Communication and Analytical Thinking; DA

Transfer: UC; CSU Gen. Ed. Area B4; IGETC Area 2A

Students will learn how functions are used to describe real-world situations. Students will study functions grouped into families: linear, exponential, trigonometric, power, and others. Students will investigate functions using algebra, tables, graphs, and verbal descriptions. This course is primarily intended to prepare students for calculus but may also serve as an advanced course for students not intending to continue with calculus. Graphing calculator required. SC

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Introduction to Statistics - 4 Units

PREREQUISITE: MATH-030, MATH-029 or equivalent

LMC Degree: GE: Language and Rationality: Communication and Analytical Thinking; DA

Transfer: UC; CSU Gen. Ed. Area B4; IGETC Area 2A

Do you want to know how scientists, engineers and economists use mathematics in research? Math 50 is an introduction to calculus and the geometry of functions, including the use of calculus in scientific fields. We will introduce, explore, and apply the derivative and introduce the integral in the context of rates of change. This course is the first of the three-semester calculus sequence. Applications are made to various fields including physics, engineering, biology, and social science. This course is required for math, science and engineering majors. Use of a mathematical software package or graphing calculator required. SC

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MUSIC

MUSIC-012  Popular Music in American Culture - 3 Units
ADVISORY: Eligibility for ENGL-100
LMC Degree: GE: Arts and Humanities; DA
Transfer: UC, CSU Gen. Ed. Area C1; IGETC Area 3B. Also satisfies American Cultures Requirement at UCB
A multicultural study of the evolution of American musical styles, including blues, salsa, samba, rock, jazz, pop, rhythm and blues and country and folk, with emphasis on the African American, Euro American, Latin American origins of these contemporary styles and their historical contexts. Class activities will include field trips to Jazz, Blues or Salsa nightclubs and in-class performances by guest artists. LR
Online Course
0010  ONLINE 6/16-7/24
This is an ONLINE section for 9 hours each week. Please email instructor mzilber@losmedanos.edu if you have questions.

MUSIC-015  Basic Music - 3 Units
ADVISORY: Eligibility for ENGL-100; prior or concurrent enrollment in MUSIC-030
LMC Degree: GE: Arts and Humanities; DA
Transfer: UC (UC transferable, but may not be combined with MUSIC-013) CSU Gen. Ed. Area C1; IGETC Area 3A
Do you want to be able to read and write music? This course will teach you the fundamentals of music theory and harmony across various styles of music and cultures. You will learn to write a simple original composition. SC
Brentwood Center
9540 MTW 7:00-9:50pm BRT-5 6/16-7/23

MUSIC-065  Class Voice - 1 Unit
ADVISORY: Eligibility for ENGL-090
LMC Degree: DA
Transfer: UC, CSU
This course is for everyone who desires to work on fundamentals techniques in singing, tone production, musicianship and interpretation. Designed for varied ability levels. Possible public recitals will be included. LR
0005  MTWTH 11:30-12:40pm MU3-710 6/9-7/17 + 4.5 hours by arrangement each week.

MUSIC-067  Jazz and Vocal Popular Techniques - 1 Unit
ADVISORY: Eligibility for ENGL-090
LMC Degree: DA
Transfer: UC, CSU
Learn to sing popular forms of music such as blues, jazz, gospel and musical theatre selections. This course will analyze individual vocal styles and approaches and offer corrective vocal warm-ups. Breath control, tone production, vocal placement, phonetics in group and individual practice and performing emphasizing the special needs of self-presentation will be explored. LR
0006  MTWTH 10:00-11:20am MU3-710 6/9-7/17 +4.5 hours by arrangement each week.

MUSIC-074  Jazz Studio - from Basie through Coltrane - 2 Units
ADVISORY: Fundamental skill on a jazz band instrument and placement audition by professor
LMC Degree: DA
Transfer: UC, CSU
Are you an aspiring musician looking for the opportunity to improve your skills in soloing, writing and reading entry level jazz music of all eras, and doing so under the expert guidance of four of the Bay Area’s best jazz musicians? Then this is the band for you! This is a band where you can do that as well as perform some of the best available level-appropriate compositions for modern big band. There will be several public performances both on and off campus, and students will have the opportunity to play with some of the country’s leading jazz soloists, who will be guest artists with the band. As well, the band will take field trips to leading Bay Area clubs and concert venues to hear jazz masters in their natural environment as well as possibly participating in on-campus clinics with some of these same master musicians, dependent on funding. LR
0009  MTWTH 1:00-3:50pm MU3-720 6/16-7/24 + 6 hours by arrangement each week.

NURSING - REGISTERED

RNURS-020  Transition to the RN Program - .3 Unit
PREREQUISITE: Accepted to the Registered Nursing Transition Program
LMC Degree: NDA
Transfer: CSU
This course assists the Licensed Vocational Nurses (LVN) and the advanced placement student to transition into the second year of the Registered Nursing program. Emphasis is on RN scope of practice, the Registered Nursing program curriculum plan and expectations, competency in math calculations, and use of campus resources. P/NP
0431  M 9:00-2:50pm CC3-336 8/11-8/11

NUTRITION

NUTRI-055  Introduction to Nutrition - 3 Units
ADVISORY: ENGL-090
LMC Degree: DA
Transfer: UC, CSU
Do you want to learn accurate information about nutrition? What about all those diets? Do they work? Do I have to exercise to lose weight? You will learn about the basics of nutrition, covering nutrition throughout the life cycle, diet for health maintenance and disease prevention. A course designed for students in nursing as well as for the general consumer seeking information for personal and family needs. LR
0115  MTTH 6:00-8:50pm SC1-132 6/16-7/24
Brentwood Center
9507  MTTH 1:00-3:50pm BRT-16 6/16-7/24
### PE - ACTIVITIES

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<tr>
<th>Course Code</th>
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<th>Units</th>
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<th>Transfer:</th>
<th>Description</th>
<th>Room</th>
<th>Dates</th>
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<tr>
<td>PE-014</td>
<td>Volleyball</td>
<td>1</td>
<td>DA</td>
<td>UC, CSU</td>
<td>Have you always wanted to learn the game of volleyball or improve the game you already have? This course will teach you the skills of serving, blocking, and spiking so you can effectively play the game. Designed for the beginning, intermediate and advanced player. SC</td>
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<td>6/16-7/24</td>
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<td>PE-016</td>
<td>Beginning Swimming</td>
<td>1</td>
<td>DA</td>
<td>UC, CSU</td>
<td>Do you enjoy swimming and want to learn more strokes? Are you a beginner and want to get comfortable with the different strokes? Then this is the class for you. You will learn all of the parts of the freestyle (crawl) stroke, including breathing techniques, backstroke, breaststroke, elementary backstroke and sidestroke. You will also receive instruction and practice of a variety of elementary swimming skills to develop sufficient abilities for water safety. SC</td>
<td>5075</td>
<td>6/16-7/24</td>
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<td>PE-030</td>
<td>Tennis</td>
<td>1</td>
<td>DA</td>
<td>UC, CSU</td>
<td>Have you always wanted to learn the game of tennis or improve the game you already have? This course will teach you the skills for the serve, forehand, backhand, strokes, so you can effectively play the game. Designed for the beginning, intermediate and advanced player. Student must supply own racquet and 3 new balls. SC</td>
<td>5080</td>
<td>6/16-7/24</td>
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<td>PE-053</td>
<td>Beginning Jazz Dance</td>
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<td>DA</td>
<td>UC, CSU</td>
<td>So you think you can dance? Or you want to learn to dance!! You will learn different styles of dance; jazz, lyrical jazz to afro-jazz, ballet, and hip hop. Learn and improve dance technique and choreography to enhance agility, strength, flexibility, form and creativity. SC</td>
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<td>6/16-7/24</td>
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<td>PE-054</td>
<td>Intermediate Jazz Dance</td>
<td>1</td>
<td>DA</td>
<td>UC, CSU</td>
<td>ADVISORY: Beginning Jazz Dance is recommended. SC</td>
<td>5084</td>
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<td>PE-006</td>
<td>Physical Fitness</td>
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<td>DA</td>
<td>UC, CSU</td>
<td>Would you like to improve your flexibility, strength and cardiovascular fitness levels? Physical Fitness is the course for you. This cross training class will have you walking, running, cycling and using a variety of strength training principles to improve your overall level of fitness. Become a healthier you. SC</td>
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<td>6/16-7/24</td>
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<td>PE-008</td>
<td>Weight Training</td>
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<td>DA</td>
<td>UC, CSU</td>
<td>This course includes instruction in all elements of weight training. It will involve techniques, safety procedures, knowledge of muscle groups, equipment use, warm-up, strength and endurance training, exercise progression and improved fitness. SC</td>
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<td>6/16-7/24</td>
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<tr>
<td>PE-010</td>
<td>Circuit Training</td>
<td>1</td>
<td>DA</td>
<td>UC, CSU</td>
<td>Are you looking for a PE class that is varied where you can increase your flexibility, strength and cardiovascular ability? Then Circuit Training is the course for you. You will power walk or run, use weights and the stationary bicycle as well as other activities that will help you improve your overall level of fitness. Become a new you. SC</td>
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<td>6/16-7/24</td>
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### PE - DANCE

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### SUMMER 2014 PARKING PERMIT

Purchase online at InSite/WebAdvisor. Not available for purchase on campus.
PHILOSOPHY

PHIL-011  Super Shape-Up - 1 Unit
LMC Degree: DA
Transfer: UC, CSU
Let's get busy! Super Shape-up is a fun and exhilarating workout to stimulate heart and lung activity in developing cardiovascular fitness, muscular strength, endurance, and flexibility for life-long fitness. Nutrition, weight control, and stress management will also be addressed. SC
5055  MWTTH 7:00-9:05am PED-1 6/16-7/24

PHIL-017  Lap Swimming - 1 Unit
LMC Degree: DA
Transfer: UC, CSU
Swimming provides exercise for building strength and endurance. Students will learn a variety of different swimming workouts in order to benefit their conditioning goals while practicing basic stroke techniques. SC
5082  MWTTH 2:30-4:35pm POOL 6/16-7/24

PHILOSOPHY

PHIL-011  Contemporary Ethical Issues - 3 Units
PREREQUISITE: ENGL-100
LMC Degree: GE: Arts and Humanities; DA
Transfer: UC, CSU Gen. Ed. Area C2, IGETC Area 3B
Do you want to learn strategies to work through ethical issues? In this class you will choose an ethical issue to examine and try various strategies to determine a solution that you can support with evidence and sound value considerations. LR
0073  MWTTH 10:15-12:20pm CO-102 6/16-7/24

POLITICAL SCIENCE

POLSC-010  Introduction to American Government: Institutions and Ideals - 3 Units
ADVISORY: Eligibility for ENGL-100
LMC Degree: GE: Social and Behavioral Sciences; DA
Transfer: UC, CSU Gen. Ed. Area D8, IGETC Area 4H
An introduction to the institutions and historical development of American government, with special emphasis on the constitutional systems of the U.S. and the State of California. Partially fulfills the American Institutions graduation requirement at LMC and the CSU system. SC
0133   ONLINE 6/16-7/24
0134   ONLINE 6/16-7/24
This is an ONLINE section for 9 hours each week. Please email tnelson@losmedanos.edu if you have any questions.

PHIL-041  Critical Thinking - 3 Units
ADVISORY: Eligibility for ENGL-100
LMC Degree: DA
Transfer: UC, CSU Gen. Ed. Area A3
Some people believe that former president George Bush is the mastermind behind the 911 bombing, that global warming is a hoax, and that plastic water bottles cause cancer. Perhaps you are one of these people. Would you be willing to test these beliefs? First, however, you must examine the grounds for deciding the truth of an argument and consider how logic works and what constitutes a reasonable inference. But in searching for answers to persistent questions, you would do well to remember Socrates’ words to the wise: “Know thyself.” SC
0083  MWTTH 9:00-11:05am CC3-336 6/16-7/24
0085  MTW 7:00-9:50pm CC3-361 6/16-7/23

PHYSICS

PHYS-015  Introduction to Physics - 4 Units
PREREQUISITE: MATH-025 or equivalent; or one year high school algebra
ADVISORY: Eligibility for ENGL-100
LMC Degree: GE: Natural Sciences; DA
Transfer: UC, CSU Gen. Ed. Area B1, B3, IGETC Area 5A
Have you ever wondered why airplanes can fly, how heat engines and refrigerators work, how an electric motor works, or how to make your own electricity? Physics 15 provides the answers to all of these questions and more! This course explains the physics principles behind modern day technology, including motion, thermal physics, electricity and magnetism, waves, and modern physics. Learn how to solve problems and see what physical principles are behind issues facing the public today, such as the debate on global warming and sources of alternative energies. You will watch these principles at work in the laboratory and learn about the history of physics. SC
0033  MWTTH 9:30-12:20pm SC2-227 6/16-7/24
MTW 12:30-2:20pm SC2-226

PHYSICS

PHYS-015  Introduction to Physics - 4 Units
PREREQUISITE: MATH-025 or equivalent; or one year high school algebra
ADVISORY: Eligibility for ENGL-100
LMC Degree: GE: Natural Sciences; DA
Transfer: UC, CSU Gen. Ed. Area B1, B3, IGETC Area 5A
Have you ever wondered why airplanes can fly, how heat engines and refrigerators work, how an electric motor works, or how to make your own electricity? Physics 15 provides the answers to all of these questions and more! This course explains the physics principles behind modern day technology, including motion, thermal physics, electricity and magnetism, waves, and modern physics. Learn how to solve problems and see what physical principles are behind issues facing the public today, such as the debate on global warming and sources of alternative energies. You will watch these principles at work in the laboratory and learn about the history of physics. SC
0033  MWTTH 9:30-12:20pm SC2-227 6/16-7/24
MTW 12:30-2:20pm SC2-226
### PROCESS TECHNOLOGY

**PTEC-004 Process Technology (PTEC) Career Exploration - 1 Unit**

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**LMC Degree:** DA  
**Transfer:** CSU  
Are you looking for a challenging, rewarding, and well-paying career, but not sure what you want to do? This introductory course will allow you to explore a potential career as a process technician plus learn some skills you can use in any profession. Process technicians work in the petrochemical and related industries such as food processing, energy production, paper manufacture, and water purification. After completing the course you will know if this is the right career for you. SC

**Online Course**
1010  ONLINE  6/16-7/24  
This is an ONLINE section for 3 hours per week. Email Instructor at wcruz@losmedanos.edu if you have questions.

**PTEC-170A Internship in Process Technology - 1-4 Units**

**PREREQUISITE:** Approved online application and employer placement  
**ADVISORY:** Eligibility for ENGL-090  
**LMC Degree:** DA  
**Transfer:** CSU  
Earn college credit while you learn on-the-job! For students who have declared a major, have taken classes in the major, are ready for on-the-job experience in a paid or unpaid position and meet program-level minimum qualifications. SC

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### PSYCHOLOGY

**PSYCH-010 Individual and Social Processes - 3 Units**

**ADVISORY:** Eligibility for ENGL-100  
**LMC Degree:** GE: Social and Behavioral Sciences; DA  
**Transfer:** UC, CSU Gen. Ed. Area D9; IGETC Area 4I  
Learn about living in today's world. Topics in this course include stress, attraction, love and marriage, and how to cope more effectively with life events. This course is designed to explore the role that psychological factors play in behavior. Required for psychology majors. SC

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**PSYCH-011 General Psychology - 3 Units**

**ADVISORY:** Eligibility for ENGL-100  
**LMC Degree:** GE: Social and Behavioral Sciences; DA  
**Transfer:** UC, CSU Gen. Ed. Area D9; IGETC Area 4I  
Study the fascinating facts that describe, explain, and predict your behavior. Learn techniques to change behavior. This class explores the extensive role that psychological factors play in your life from a scientific perspective. Required for psychology majors. SC

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### RECORDING ARTS

**RA-020 Recording Arts II - 3 Units**

**PREREQUISITE:** RA-010  
**LMC Degree:** DA  
**Transfer:** CSU  
Have you ever wondered what it would be like to record in a professionally designed studio? This course is designed to introduce you to the professional recording environment. You will learn about the design features of high-end recording systems. By the end of the course you will be getting hands-on experience operating an automated mixing console. This course is offered in the spring and summer. LR

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**RA-033 Summer Recording Workshop - 2.5 Units**

**PREREQUISITE:** Prior or concurrent enrollment in RA-020  
**LMC Degree:** DA  
**Transfer:** CSU  
LMC has two of the most impressive, professionally designed, and fully equipped studios in the Bay Area. Would you like hands-on training, in a professional environment? If so, then this course is for you. You will work as a member of recording teams and gain experience operating equipment in a variety of recording sessions. This is an advanced course, so make sure you've taken the prerequisites. SC

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### SIGN LANGUAGE

**SIGN-065 American Sign Language I - 3 Units**

**ADVISORY:** Eligibility for ENGL-090  
**LMC Degree:** DA  
**Transfer:** UC, CSU Gen. Ed. Area C2; IGETC Area 6  
Do you want to learn how to sign? This intensive course is designed for persons wanting to learn communication skills in American Sign Language. Note: equivalent to two years of high school Sign Language. SC

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<tr>
<td>SIGN-070</td>
<td>Fingerspelling I - .5 Unit</td>
<td>PREREQUISITE: SIGN-065 or equivalent</td>
<td>LMC Degree: DA</td>
<td>Transfer: CSU</td>
</tr>
<tr>
<td>SIGN-071</td>
<td>Fingerspelling II - .5 Unit</td>
<td>PREREQUISITE: SIGN-070</td>
<td>ADVISORY: Eligibility for ENGL-090</td>
<td>LMC Degree: DA</td>
</tr>
<tr>
<td>SIGN-072</td>
<td>Deaf Culture - 3 Units</td>
<td>PREREQUISITE: SIGN-066 or equivalent</td>
<td>ADVISORY: Eligibility for ENGL-090</td>
<td>LMC Degree: DA</td>
</tr>
<tr>
<td>SOCIOLOGY</td>
<td></td>
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<tr>
<td>SOCIO-015</td>
<td>Introduction to Sociology - 3 Units</td>
<td>ADVISORY: Eligibility for ENGL-100</td>
<td>LMC Degree: GE: Social and Behavioral Sciences; DA Transfer: UC, CSU Gen. Ed. Area D10; IGETC Area 4J</td>
<td>Join your fellow students in a journey through the land of sociology. See and hear the excitement of discovering culture, socialization, stratification, urbanization, race, and gender inequality. You can become a team member of the Deaf community and gain a new perspective on how Deaf people interact with one another. SC</td>
</tr>
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<tr>
<td>SOCIO-016</td>
<td>Introduction to Social Problems - 3 Units</td>
<td>ADVISORY: Eligibility for ENGL-100</td>
<td>LMC Degree: GE: Social and Behavioral Sciences; DA Transfer: UC, CSU Gen. Ed. Area D10; IGETC Area 4J</td>
<td>I am inviting you to examine some of the most complex social problems in American society. Discussions will include wealth and poverty, the sex industry, drugs, crime, race and gender inequality. Social change starts with understanding the causes and the solutions to American social problems. Required for Sociology majors. SC</td>
</tr>
</tbody>
</table>

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<thead>
<tr>
<th>SEC</th>
<th>DAYS</th>
<th>HOURS</th>
<th>ROOM</th>
<th>DATES</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPAN-050</td>
<td>Elementary Spanish I - 5 Units</td>
<td>ADVISORY: Eligibility for ENGL-090</td>
<td>LMC Degree: DA</td>
<td>Transfer: UC, CSU Gen. Ed. Area C2; IGETC Area 6</td>
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<td></td>
</tr>
<tr>
<td>SPEECH/COMMUNICATIONS</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SPCH-110</td>
<td>Speech Communication - 3 Units</td>
<td>ADVISORY: Eligibility for ENGL-100</td>
<td>LMC Degree: GE: Arts and Humanities; DA Transfer: UC, CSU Gen. Ed. Area A1; IGETC Area 1C</td>
<td>Develop skills toward being a more effective public speaker and a critical listener. Learn to be clear, focused, direct, and interesting in a variety of context. This is an introduction to basic concepts and principles of public speaking, including methods of obtaining and organizing material for clarity of thought and development of both imaginative and discursive modes of verbal and nonverbal expression. LR</td>
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<tr>
<td>SPCH-120</td>
<td>Argumentation and Debate - 3 Units</td>
<td>ADVISORY: Eligibility for ENGL 100</td>
<td>LMC Degree: GE: Social and Behavioral Sciences; DA Transfer: UC, CSU Gen. Ed. Area A1, A3, IGETC Area 1C</td>
<td>Do you love to argue, but want to learn how to do so formally? In this class, you will study the principles of argumentation theory through lecture and class debates. We will be researching and analyzing current events, ethical and philosophical issues that affect our world and learning how to persuade an academic audience. It isn’t what you know it’s what you can prove, so take the argumentation challenge and prepare to make changes in our world. SC</td>
</tr>
</tbody>
</table>
'Home-based travel entrepreneurs should invest the time and effort to develop a business plan or a summary of their expectations from their business, including the level of income and benefits desired, along with mid and long-term goals, and consider the investment that would be needed. The real value of creating a business plan is in the process of researching and thinking about the business in a systematic way. In this course, you will learn why accounting, bookkeeping, and financial and business planning are crucial to the success of your business. 

**TRAVL-106 Home-Based Travel and the Law - .5 Unit**

**ADVISORY:** Eligibility for ENGL-090  
**LMC Degree:** DA  
**Transfer:** CSU  
**ADVISORY:** Eligibility for ENGL-090  

To become a successful home-based travel counselor you must become aware of the law. This course will discuss errors and omissions insurance, general liability insurance, the California Seller of Travel law and Restitution Fund, and the independent contractor agreement. Put the law on your side by reducing your risks to business liabilities.

**Online Course**  
0501 ONLINE 6/16-7/3  
This is an ONLINE section for 3 hours each week.  
Email instructor at cmcgill@losmedanos.edu when you are enrolled.

**WELDING**

**WELD-015 Basic Oxyacetylene Welding - 2 Units**

**ADVISORY:** WELD-010 or Concurrent enrollment; eligibility for ENGL-090  
**LMC Degree:** DA  
**Transfer:** CSU  

This course provides you with "hands-on" experience in learning how to use an oxyacetylene torch to weld and braze. You will learn how to manipulate a weld puddle and how to weld different metal joints in different positions. This process enhances your ability to learn and perform Gas Tungsten Arc Welding, which is another common form of welding. This is a required course for both a Certificate of Achievement and a Degree in Welding Technology.

**Online Course**  
0502 ONLINE 7/7-7/24  
This is an ONLINE section for 3 hours each week.  
Email instructor at cmcgill@losmedanos.edu when you are enrolled.

**WELD-016 Advanced Oxyacetylene Welding - 1 Unit**

**PREREQUISITE:** WELD-015  
**ADVISORY:** WELD-010 or concurrent enrollment; eligibility for ENGL-090  
**LMC Degree:** DA  
**Transfer:** CSU

Do you want to develop advanced welding skills? This course, a continuation of WELD 15, provides you with additional practical experience to weld both ferrous and non-ferrous metals, plates, sheet metal, tubes and pipes. You will also learn how to use machine torches and cutting units.

**Online Course**  
0501 ONLINE 6/16-7/3  
This is an ONLINE section for 3 hours each week.  
Email instructor at cmcgill@losmedanos.edu when you are enrolled.

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Los Medanos College | All LMC phone extensions will be changing in May 2014.
Academic Scholarship Standards

Attendance
Students are expected to be punctual and attend all courses in which they are enrolled. Students may be dropped by the instructor for failure to attend class in the following circumstances:

1. Failure to attend first class meeting.
2. Absence from three consecutive weeks of instruction.
3. At any point when it is concluded that absences have irretrievably affected the student’s progress in his/her coursework.

Grades should not be used as punishment for absences. However, academic grades may be lowered to the degree that instructors can estimate the loss of cognitive, affective, or skills learning due to student absences.

Grading
The evaluation in college-level courses is a prime responsibility of the instructor. Such evaluation involves the measurements of achievement against the objectives of the course and the assignment of a letter grade to denote the student’s degree of success.

The grade, as submitted by the instructor, shall be considered final and permanent. Grades cannot be changed by submitting additional course work or taking examinations after the semester (or term) is completed. Under state law, the instructor’s determination is final unless the grade given was the result of 1) mistake, 2) fraud, 3) bad faith, or 4) incompetency. (Ed. Code Section 76224.)

No grade may be challenged more than one year after the end of the session in which the grade was assigned. For information on the policy regarding grade challenges, contact the Office of Student Life, GA Building.

Final Grades
Final grades can be accessed at the end of instruction, immediately following instructor grade entry on-line. Students can obtain their final grades by going into inSite/WebAdvisor via the LMC web site at www.losmedanos.edu.

Evaluative Symbols Grading Scale

<table>
<thead>
<tr>
<th>Symbol &amp; Definition</th>
<th>Grade Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A Excellent</td>
<td>4</td>
</tr>
<tr>
<td>B Good</td>
<td>3</td>
</tr>
<tr>
<td>C Satisfactory</td>
<td>2</td>
</tr>
<tr>
<td>D Passing, less than satisfactory</td>
<td>1</td>
</tr>
<tr>
<td>F Failing</td>
<td>0</td>
</tr>
<tr>
<td>P Pass (at least satisfactory—C or better — units awarded not counted in GPA)</td>
<td></td>
</tr>
<tr>
<td>NP No Pass (less than satisfactory or failing —units not counted in GPA)</td>
<td></td>
</tr>
</tbody>
</table>

W Indicates withdrawal from a course within the allowed time

MW Military Withdrawal occurs when a student who is a member of an active or reserve United States military service receives orders compelling a withdrawal from courses.

I Incomplete—Academic work that is incomplete for unforeseeable emergency and justifiable reasons at the end of a term; student must be passing course to be eligible for incomplete. Student will not re-enroll in the course to complete pending assignments, projects or exams. A final grade is assigned when the work has been completed or after one year.

Pass/No-Pass Grade Option:
The purpose of the Pass/No Pass (P/NP) option is to allow students to take challenging courses while avoiding undue concern for their grade point averages. Students who select this option are, however, expected to complete the course, comply with attendance requirements, and comply with all other requirements of the course.

Selected courses have been labeled with (Student Choice) “SC” to indicate student choice for the ‘P/NP’ option. If students do not choose the ‘P/NP’ option before the deadline, they will be issued a letter grade for the course. It is often best to discuss this choice with a counselor.

In order to exercise this option, a petition must be filed with the Admissions and Records Office at the time of registration or no later than the deadline. Petitions for summer session and short-term courses must be filed within the first thirty percent of the course. After the deadline has passed, the grading choice may not be reversed.

Important P/NP information:
• A ‘P’ grade represents a letter grade of A, B, or C
• An ‘NP’ grade represents a letter grade of D or F
• Units earned on a ‘P/NP’ basis will not be used to calculate grade point averages
• Units attempted for which ‘NP’ is recorded will be considered in factoring probation and dismissal status
• Units earned on a ‘P/NP’ basis will apply to the 60 units required for an associate degree
• Students should be aware that other colleges and universities may or may not limit the number of ‘P’ units that will be accepted from transfer students.
Probation & Dismissal

Probation and dismissal status is based on coursework that is attempted and completed within the Contra Costa Community College District. Students should be aware that their academic standing is not based solely on LMC units.

Academic Probation: Cumulative GPA under 2.0 with 12 or more cumulative units attempted.

Removal from Academic Probation: Cumulative GPA 2.0 or better.

Academic Dismissal Status: Three consecutive semesters of Academic Probation unless most recent semester GPA is 2.0 or higher.

Progress Probation: With 12 or more cumulative units completed, 50 percent or more are W, I, and/or NP.

Removal from Progress Probation: Cumulative units completed are more than 50 percent of cumulative units attempted.

Progress Dismissal Status: Three consecutive semesters of Progress Probation unless most recent semester student completes 50 percent or more of attempted units.

Course Repetition

Courses are not repeatable unless noted within the course descriptions listed in the catalog. Students may repeat a non-repeatable course only to alleviate a substandard grade of D, F or NC/NP.

Students are limited to enrolling in credit classes a maximum of three times. This includes students earning substandard grades or dropping with a “W.” Students will be notified upon registration, if they are enrolling for a second time. Students enrolling for a third time will be blocked from registration and required to submit a petition for repeat. Students are urged to manage course load and be aware of the number of enrollments for a specific course. Carefully consider dropping courses and understand all deadlines. Take advantage of tutoring and other support services to achieve successful completion of all courses.

When a course is repeated to alleviate a substandard grade, the previous grade will be disregarded in computing the student's grade point average. The substandard grade will remain on the student's transcript with a notation that the course has been repeated.

Courses that are repeatable are noted in the college catalog with the number of repeats allowed. Students may not repeat a course beyond the maximum repeats, even to alleviate substandard grades. All grades will count for repeatable courses.

Courses of similar content will be placed in “families.” Students cannot repeat individual courses within a family and the maximum enrollments within a family will be 4.

Course repetition cannot be used to make up an incomplete ‘I’ grade.

Withdrawals

- Students who have documented extenuating circumstances such as accidents, illness or other circumstances beyond the control of the student, may petition for a withdrawal after the 75 percent of the term.
- A ‘W’ shall not be assigned if the student withdraws due to the impact of fire, flood or other extraordinary conditions (petition required).
- In the case of discriminatory treatment or retaliation for discriminatory treatment a ‘W’ shall not be assigned.
- Active or reserve military students who receive orders compelling a withdrawal from courses may apply for a military withdrawal which shall not be counted in the limit of withdrawals or progress probation.

Repeat of Biology Courses

Students who have received two substandard grades or ‘W’s or any combination in the same Biology 40, 45 or 50 course will be blocked from future enrollment in that course. Students may appeal the policy using the Petition for Course Repetition form.

Academic Renewal Without Course Repetition

Based on the Academic Renewal Policy, substandard grades may be disregarded if they are not reflective of a student’s demonstrated academic ability. If Academic Renewal is approved, the student’s permanent record will be notated with appropriate comments and the substandard (D, F, NC/NP) unit values will not be computed in the cumulative grade point average. The renewed courses and the related grades will not be removed from the record, as the district is required to show a complete and accurate academic record for every student (Title 5, Section 55046).

Students MUST meet with a counselor to review options for Academic Renewal, as this procedure is irreversible.

1. The student may only utilize Academic Renewal one time in the district.
2. Only substandard grades may be renewed.
3. Immediately following the course work with substandard grades, the student must have completed at least 20 units with ‘C’ grades or better from LMC or any other accredited college or university. (“The unit count begins the semester after the last substandard grade is received.”)
4. Academic renewal may be applied for up to 24 units. District courses can be combined up to the maximum of 24 units however, each college must adjust the academic record for courses completed through that location. An Academic Renewal request form should be submitted for each college.
5. Courses/related grades that have already been removed from the cumulative grade point average based on course repetition will not be renewed.
6. There is no time limit for academic renewal.
**Student Code of Conduct**

The Student Code of Conduct outlines important information about student rights and responsibilities, as well as, rules and regulations pertaining to student behavior on campus.

For a complete copy of the Student Code of Conduct, visit [www.losmedanos.edu/studentcodeofconduct](http://www.losmedanos.edu/studentcodeofconduct) or contact the Office of the Dean of Student Success.

**Student Right-To-Know Reports**

In compliance with the Student Right-to-Know and Campus Security Act of 1990 (Public Law 101-542), it is the policy of the Contra Costa Community College District and Los Medanos College to make the following information available:

- The completion or graduation rates of certificate or degree-seeking, first-time, full-time students beginning Fall 2009 and annually thereafter. Based on a cohort of first-time, full-time freshman with a declared program of study, 25.07% attained a certificate or degree or became ‘transfer prepared’ during a three-year period, from Fall 2009 to Spring 2012. Based on the cohort of first-time freshmen with a declared program of study, 14.64% transferred to another public institution in California (UC, CSU, or other California Community College) prior to attaining a degree or certificate during a three-year period, from Spring 2010 to Spring 2012.

-Annual reports of criminal activity on campus and procedures for prevention of campus crime, as required by the Crime Awareness and Campus Security Act of 1991. This information is available, on request, from the LMC Police Services Office or the LMC website under Campus Police.

**Enrollment and Degree Verifications**

Enrollment and Degree Verifications can now be done online through the National Student Clearinghouse. To obtain a free copy of the your official verification of enrollment (24 hours a day, 7 days a week), go to [www.losmedanos.edu](http://www.losmedanos.edu).

Log onto inSite/WebAdvisor and click on “Enrollment Verification” where you can obtain this free service.

If an organization needs to verify your enrollment or degree and will not accept your printed copy, refer them to: National Student Clearinghouse, 13353 Sunrise Valley Drive, Suite 300, Herndon, VA 20171, Web: [www.studentclearinghouse.org](http://www.studentclearinghouse.org), E-mail: service@studentclearinghouse.org, Phone: 703-742-4200, Fax: 703-742-4239. Your enrollment information is sent to the Clearinghouse three times each semester. If you choose not to use WebAdvisor and the free service, you may request a copy from the Admissions and Records Office. Requests will be processed within 3-7 business days. Rush requests from the Admissions and Records office will be processed in 24 hours for $5. Standard service is $2 and will be processed in 3-4 business days.

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**Study Abroad**

Contra Costa Community College District invites you to participate in our study abroad programs.

Courses are taught by our own community college professors and may be UC and CSU transferable. Students can enjoy and learn from their valuable experiences in a foreign country, while accumulating course credits from their host college. Financial aid is available to students that qualify. Here are a few future offerings:

**Study Abroad Office**

(925) 969-2507 or email studyabroad@dvc.edu

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**Paris, France**

Fall Semester 2014

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**Florence, Italy**

Spring Semester 2015

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**Barcelona, Spain**

Fall Semester 2015
Non-Discrimination Policy

It is the policy of the Contra Costa Community College District and Los Medanos College to provide an educational and employment environment in which no person shall be unlawfully subject to discrimination on the basis of ethnic group identification, national origin, religion, age, sex, sexual orientation, gender, race, color, medical condition, ancestry, marital status or physical or mental disability or based on association with a person or group with one or more of these actual or perceived characteristics. This holds true for all students who are interested in participating in educational programs and/or extracurricular activities. Unlawful harassment, discrimination or denial of access of any employee/student with regard to ethnic group identification, national origin, religion, age, sex, race, color, ancestry, sexual orientation, or physical or mental disability is strictly prohibited. The lack of English language skills will not be a barrier to admission and participation in the college's education programs.

Inquiries regarding compliance and/or grievance procedures may be directed to the Los Medanos College Title IX Officer and Section 504/ADA Coordinator:

Contact: Gail Newman, Senior Dean, Student Services
Email: gnewman@losmedanos.edu
Phone: (925) 439-2181

Requests for the elevation and addition of sports may also be directed to Gail Newman.

Inquiries/Complaints on Basis of Disability

Inquiries regarding access, treatment, or employment on the basis of disability, should be directed to the Section 504 Coordinator, the Senior Dean of Student Services, The Senior Dean can be reached by calling (925) 439-2181 or TDD (925) 439-5709 or by email: gnewman@losmedanos.edu.

Reglamento De No Discriminación

El Distrito de Colegios de la Comunidad del Condado de Contra Costa y el Colegio Los Medanos están comprometidos a ofrecer una oportunidad de igualdad en programas educacionales y vida colegial. El colegio no discrimina o apoya discriminación fundamentada en identificación de grupo étnico, edad, sexo, incapacidad física o mental, color, origen nacional, religión, orientación sexual, status de veteranos o condición médica, en cualquier acceso a y trato en programas o actividades colegiales. La falta de inglés no es impedimento para admisión o participación en los programas de tecnología vocacional de este colegio.

Preguntas sobre el cumplimiento y / o procedimientos de quejas pueden ser dirigidas al Oficial del Título IX y coordinador de Sección 504/ADA:

Contacte: Gail Newman, Decano de Servicios Estudiantiles
Correo electrónico: gnewman@losmedanos.edu
Teléfono: (925) 439-2181

Las solicitudes de la elevación y la adición de deportes también pueden ser dirigidas a Gail Newman.
Procedimientos De Quejas

Procedimiento Informal
Los estudiantes-denunciantes tienen la opción de seguir el procedimiento de queja informal, con el Decano de Servicios Estudiantiles. El Decano se reunirá con el estudiante-demandante, demandado, y otro personal de la universidad adecuada para intentar una resolución informal dentro de 30 días de haber recibido la queja. Se mantendrá un registro de la queja y la resolución.

Procedimiento Formal
Estudiantes también tienen el derecho de presentar una queja formal de discriminación ilícita. El decano les proporcionará a los estudiantes la forma de queja del Distrito y enviará el formulario completo al vicerrector del Distrito de Recursos Humanos. Al recibir una queja formal, el Distrito notificará de inmediato a la Oficina del Rector del Estado. Dentro de los 10 días siguientes de haber recibido la queja, el Distrito iniciará una investigación de la queja y notificará al denunciante. El distrito tiene 90 días para investigar la denuncia e informar al demandante y la Oficina del Rector del Estado. Después de la notificación de dicha determinación el demandante puede volver a apelar con la Junta Directiva del Distrito dentro de los 15 días siguientes. La Junta Directiva del Distrito tiene 45 días para responder.

Preguntas, Quejas a Base De Incapacidad.

Federal law requires that crime prevention techniques and statistics be reported annually to the campus community. This report meets all requirements as set forth in the Crime Awareness and Campus Security Act of 1991. This data was prepared not only to comply with the law, but to help keep our students, faculty and staff safe and secure and to provide an environment supportive of teaching and learning.

**LMC CRIME STATISTICS**

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<thead>
<tr>
<th>Crime Reported</th>
<th>2010</th>
<th>2011</th>
<th>2012</th>
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</thead>
<tbody>
<tr>
<td>Homicide</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Rape</td>
<td>0</td>
<td>0</td>
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</tr>
<tr>
<td>Robbery</td>
<td>0</td>
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</tr>
<tr>
<td>Assault</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Burglary</td>
<td>6</td>
<td>10</td>
<td>5</td>
</tr>
<tr>
<td>Larceny (Theft)</td>
<td>46</td>
<td>46</td>
<td>57</td>
</tr>
<tr>
<td>Auto Theft</td>
<td>2</td>
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<td>8</td>
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**LMC MISCELLANEOUS ARRESTS**

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<tr>
<th>Crime</th>
<th>2010</th>
<th>2011</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liquor Laws</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Drugs</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Weapons</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
</tbody>
</table>

You are encouraged, as a member of the campus community, to report suspicious circumstances or any criminal acts committed on district properties.

The District, through its Police Services Department is committed to fully investigate reports of criminal acts occurring on district properties.

At Los Medanos College, crimes may be reported by calling Police Services at ext. 3228 or by visiting the Police Services Department on the ground floor of the College Complex.

**POLICE SERVICES OFFICE HOURS:**

Monday – Thursday  7:30 a.m. – 10:00 p.m.

To contact officer after business hours call the Sheriff’s Department at 925-646-2441.

**FOR EMERGENCIES ONLY**

Call ext. 3333 or 9-911 from campus phones.

Note: Campus extensions will be changing in May, Dial 911 in an emergency

To secure an outside line, necessary for dialing 911, you must first dial 9 on a campus phone.

**DIAL 911 FROM OTHER PHONES**

(Pay phones DO NOT charge for 911)

**IN ADDITION TO POLICE SERVICES, THE COLLEGE DISTRICT PROVIDES:**

**ESCORT SERVICE UPON REQUEST**

Call Police Services at ext. 3228 for an escort between offices or to a parking lot.

**FIRST AID-CPR SERVICE**

Police officers and some police aides are trained in CPR and First Aid. Call ext. 3228 or, in an emergency, ext. 3333.

**SAFETY & CRIME PREVENTION PAMPHLETS**

available at the Police Services offices.

**PARKING PERMITS**

A parking permit is required when parked on campus (except holidays and weekends). To avoid a ticket, the parking permit must be visible at all times.
College Parking Information

Parking: All vehicles parked on the Pittsburg campus, whether in a parking lot, dirt lot or perimeter road (Miwok Way and Los Medanos Drive) must have a valid parking permit. Be aware that there are specified student parking areas and faculty/staff parking areas. Students who park in faculty/staff spaces will be ticketed. These defined areas are indicated on the campus map, which may be picked up at the information booth located in Parking Lot A or at Police Services, located on the bottom level of the College Complex building.

Fees: Students may purchase a parking permit, valid for one semester. The cost is $20.00 for automobiles and $10.00 for motorcycles or mopeds. Summer parking permits are required during the summer term. Full-term permits can now be purchased online through WebAdvisor. Permits are no longer available for purchase on campus. If you prefer to pay cash for your permit, you can order it on the computer kiosk outside of the Cashier's Office and then pay at the Cashier's window. EOPS students can order their permits at the kiosk located in the EOPS Office. Upon payment, you will be emailed a 15-day temporary parking permit than can be printed out and used until the permanent parking permit arrives at your home in two to three business days. Your permit is valid at any campus parking lot in the district. Daily parking permits may be purchased from the yellow ticket vending machines for $3.00. These machines are located in Lot A, Lot 1A, Lot B, Lot C and the perimeter road adjacent to the softball fields.

Disabled Parking: Special parking spaces are designated for disabled persons who have a DMV placard. Disabled persons with permits may park in any legal space on campus. The van accessible spaces are for wheelchair persons only.

Enforcement: Parking regulations are enforced 7:00 am Monday through 5:00 pm on Friday. After 5:00 pm daily, students may park in the staff parking spaces in lot A and C. Parking regulations are not enforced on weekends or holidays. Meters are enforced at all times.

Payment of fines: Citations for parking violations are issued by the Campus Police. Payment of fines must be made to:

Citation Processing Center
P.O. Box 22814
Denver, CO 80222-2814
For questions, call 510-423-7275

REMEMBER: TO AVOID A CITATION YOUR PERMIT MUST BE VISIBLE AT ALL TIMES WHILE PARKED ON CAMPUS. For more information, please visit our website: www.4cd.net/police_services

Transportation to get you here

Tri Delta Transit Bus
LMC is served by frequent Tri Delta Transit buses to Pittsburg/Bay Point BART and local communities. Buses numbered 380, 387, 388 and 391 all serve LMC. The fare is currently $2.00. Local Route Fares with a BART train Cash transfer is $1.25. Schedules are available at the Student Life Office. Bus service to the Brentwood Center can be accessed by route 391 from Pittsburg, Antioch, and Oakley. Monthly discounted passes are available at Ticket Connection locations throughout East County. Passes can also be purchased online at the TriDelta website.

The Tri Delta Transit web site also offers a “Trip Planner” link where you can enter origin and destination and the web site will provide you with transit options and times. For more information, please visit: www.trideltatransit.com. Or call Tri Delta Transit at: (925) 754-6622.

BART
Tri Delta Transit Buses connect LMC to BART, which serves Pittsburg, Concord, Pleasant Hill, Walnut Creek and other cities throughout the Bay Area. For specific Tri Delta Transit buses that service Los Medanos College, please see “Buses”, or call Tri Delta Transit at: (925) 754-6622.

Bicycle
Secure bike racks are available at various locations on campus. Bikes can be transported by BART or bus as well. See the above numbers for more information.

The De Anza bike trail intersects the South end of the Los Medanos College campus. The bike trail can be accessed from the west of LMC at Leland, Crestview Drive Railroad Avenue, Harbor Street, Loveridge Road. The bike trail can be accessed from the east of LMC at Somersville Road, Delta Fair Blvd and GentryTown Drive and James Donlon Boulevard. Free trail maps can be obtained by visiting 511 Contra Costa at http://www.511contracosta.org.

www.511contracosta.org
www.trideltatransit.com
Los Medanos Campus Directory

### MAIN CAMPUS .......... 925-439-2181
From Oakley/Brentwood .......... 925-754-9011
From Concord ................ 925-798-3500
TDD .......................... 925-439-5709

### BRENTWOOD .............. 925-513-1625

**PLEASE NOTE:** All LMC phone extensions will be changing in May 2014. Please visit [www.losmedanos.edu/directory](http://www.losmedanos.edu/directory) for current numbers.

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<th>For Information About</th>
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<td>Admissions &amp; Records</td>
<td>7500 ........ CC3-821</td>
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<td>Assessment Center</td>
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<td>Athletic Programs</td>
<td>3332 ........ PE-1003</td>
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<td>Bookstore</td>
<td>3143 or 439-2056 .... CC3-810</td>
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<tr>
<td>Brentwood Center</td>
<td>513-1625 ... Brentwood</td>
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<td>C.A.R.E. Program</td>
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<td>CalWorks</td>
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<td>Cashier's and Payment Office</td>
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<td>Financial Aid</td>
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<td>3147/3215. Tennis Court</td>
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<td>Veterans Benefits</td>
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### Instructional Labs

- **Appliance** . 3341 .... CC3-506
- **Art** . 3169 .... CC3-312
- **Biology** . 3410 .... SC-103
- **Computer (General Use)** . 3307 .... CO-200/L1
- **English** . 3263 .... CC2-280
- **ETEC** . 3457 .... EL
- **Journalism** . 3125/3359 .... CC3-301
- **Math Tutorial** . 3236 .... MA-102
- **MIDI (Music)** . 3385 .... MU3-740
- **PTEC** . 3194 .... CC3-320

### Instructional Deans’ Offices

- **Dean of CTE and Social Sciences** . 3285 .... CO 404
- **Dean of Liberal Arts** . 3436 .... CO 405
- **Dean of Math & Sciences** . 3132 .... CO 403

Individual instructors may be contacted at their campus phone extensions.

### Student Services Deans’ Offices

- **Dean of Counseling & Support Services** . 3166 .... CC2-257
- **Dean of Student Success** . 3205 .... CC2-255
- **Senior Dean, Student Services** . 3372 .... CO-400
Directions to
Los Medanos College

LOS MEDANOS COLLEGE
2700 East Leland Road
Pittsburg, California
925-439-2181

BRENTWOOD CENTER
101A Sand Creek Road
Brentwood, California
925-513-1625

Visit Us
www.losmedanos.edu

Use this QR code to access the maps link using your smart phone.
Los Medanos College | All LMC phone extensions will be changing in May 2014.

WE CONTINUE BUILDING FOR SUCCESS AT LMC!

Plan your schedule with our construction in mind

CO 200-211
CC2 272-296

Access through 2nd floor entrance

Access to and from Lot A and Child Development Entrance

Access to and from Lot A and Main Outdoor Quad

Closed for Construction

Planetary

Social Science

CLOSED during construction

Computer Lab

English/ESL

Foreign Language

Foreign Language

EOPS/CARE

DSPS

Assessment Center

Counseling

Welcome/Career Center

College Complex Level 2

College Complex Level 3

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degrees of success