LAVC

LOS ANGELES VALLEY COLLEGE

5800 FULTON AVENUE
VALLEY GLEN, CA 91401-4096
(818) 947-2600

Accredited by the Western Association of Schools and Colleges
Los Angeles Valley College is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges (331 J Street, Suite 200, Sacramento, CA 94949, 415-506-0234), an institutional accrediting body recognized by the Council for Higher Education Accreditation and the U.S. Department of Education. Information on filing a complaint against the college regarding a possible violation of accreditation standards can be found on the ACCJC website at www.accjc.org.

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

LOS ANGELES COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

David Vela	President
Nichelle Henderson	1st Vice President
Kelsey K. Iino, Ed.D.	2nd Vice President
Gabriel Buelna, Ph.D.	
Sara Hernandez, J.D.	
Andra Hoffman	
Steven F. Veres	
Kenneth-Alan Callahan	Student Trustee

DISTRICT ADMINISTRATION

Francisco C. Rodriguez, Ph.D.	Chancellor
Melinda A. Nish, Ed.D.	Deputy Chancellor
Nicole Albo-Lopez, Ed.D.	Interim Vice Chancellor, Educational Programs and Institutional Effectiveness
Jeanette L. Gordon	Vice Chancellor/Chief Financial Officer
Carmen V. Lidz, MS	Vice Chancellor/Chief Information Officer
Maribel S. Medina, J.D.	General Counsel
Rueben C. Smith, D.C.Sc.	Vice Chancellor/ Chief Facilities Executive
Katrina VanderWoude, Ed.D.	Interim Vice Chancellor, Workforce Development and Adult Education
Teyanna Williams, J.D.	Vice Chancellor/ Human Resources

COLLEGE ADMINISTRATION

Barry Gribbons, Ph.D.	President
Matthew Jordan, Ed.D.	Vice President, Academic Affairs
Florentino Manzano	Vice President, Student Services
Sarah Song	Vice President, Administrative Services

ACADEMIC SENATE OFFICERS

Chauncey Maddren	President
Dr. Kevin Sanford	Executive Vice President
Edgar Perez	Curriculum Vice President
Dr. Wesley Oliphant	Treasurer
Vacant	Secretary

TABLE OF CONTENTS:

MISSION STATEMENT:

Los Angeles Valley College fosters an equity-minded, respectful, and empathetic community, open to all learners. We provide proactive guidance and support so our students can achieve their personal goals including completion of certificates, associate degrees, and transfer requirements.

CORE VALUES:

EQUITY, INCLUSION, AND RESPECT

Los Angeles Valley College fosters a respectful and empathetic community, open to all learners. We nurture and support diversity by offering extensive resources and pathways within an engaging, vibrant, and evolving campus. Our focus on equity and inclusion will ensure the needs of our disproportionately impacted students are met and that our students feel valued and connected to the college community.

STUDENT GROWTH THROUGH FOCUSED AND DIRECTED TEACHING AND LEARNING

The college creates a student-centered environment that offers a broad range of academic and career pathways and services in an atmosphere of academic freedom and collaboration. To ensure all students can complete their educational and lifelong learning goals, the college removes structural barriers and guides students' growth by emphasizing equitable and culturally responsive teaching and learning.

SOCIAL JUSTICE AND EQUITABLE FINANCIAL DISTRIBUTION

The college strives to be effective stewards of our physical, technological, and financial resources to maximize institutional effectiveness. The college fosters sustainability and pride in our vibrant and evolving campus.

VISION STATEMENT:

Los Angeles Valley College inspires, educates, and enriches our diverse community, developing critical and creative thinkers, and lifelong learners.

COURSE DESCRIPTIONS

UPDATE EFFECTIVE SPRING 2023:

CAOT 082 Microsoft Office Suite (3) CSU
Prerequisite: None.
Recommended: CAOT 031 or CAOT 092 with a grade of C or better.
Lecture, 2 hours; laboratory, 3 hours.
This course is a survey of major office applications used in Business. Word processing, graphics, spreadsheet, presentation, and database applications will be included. An integrated suite such as Microsoft Office Professional will be used. The course provides hands-on instruction to the Windows operating system and exploration of the Internet.

UPDATE EFFECTIVE SPRING 2023:

CAOT 084 Microsoft Word (3) CSU
Prerequisite: None.
Recommended: CAOT 001 or CAOT 002 and CAOT 031 and CAOT 092 with passing grades of C or better.
Lecture, 2 hour; laboratory, 3 hours.
This course provides information and hands-on training using word processing software programs such as Microsoft Word. Students will learn beginning and advanced functions and apply their skills and knowledge to a wide variety of simple and complex documents, such as letters, memoranda, columnar tables, text tables, manuscripts, mail merge, and graphics.

UPDATE EFFECTIVE SPRING 2023:

CAOT 085 Microsoft Excel (3) CSU
Prerequisite: None.
Recommended: CAOT 031 and CAOT 092 with passing grades of C or better.
Lecture, 2 hours; laboratory, 3 hours.
This course provides a detailed study of business applications using Microsoft Excel or a similar software. Topics include the commands, formats, and functions of the software with emphasis on its use as a problem solving and financial analysis tool. Students will learn to create macros, customize toolbars and menus, and integrate Excel with other applications. It covers the creation, editing, formatting, and printing of worksheets. It emphasizes preparing computerized worksheets, using formulas and functions to analyze data, prepare graphs, and simplify office accounting procedures.

UPDATE EFFECTIVE SPRING 2023:

CAOT 086 Microsoft Access (3) CSU
Prerequisite: None.
Recommended: CAOT 031 or CAOT 092 with passing grades of C or better.
Lecture, 2 hours; laboratory, 3 hours.
This course covers database office applications using Microsoft Access or a similar database software. It provides an in-depth coverage of database and records design, creating pivot tables and pivot charts, file creation and maintenance, file search by various criteria, formatting and printing on-screen data representations, production of reports, and discussion of Internet-based database operations.

UPDATE EFFECTIVE WINTER 2023:

CHICANO 002 The Mexican-American in Contemporary Society (3) UC:CSU
Prerequisite: None.
Lecture, 3 hours.
The primary focus is on the development of Mexican American/Chicana/o/x communities in the contemporary United States. This course investigates the macro and micro impact of Chicana/o/x communities in U.S. society through an examination of present-day ethnic studies principles. Special attention will be given to economic, social, political, cultural, and institutional determinants that are important to the Chicana/o/x as well as the Latina/o/x experience.

UPDATE EFFECTIVE WINTER 2023:

CHICANO 007 The Mexican-American in the History of the United States I (3) UC:CSU ✪
Prerequisite: None.
Lecture, 3 hours.
Students learn about United States history from early colonial period through the Civil War with special emphasis on the contribution of Mexican Americans. This course will provide a background in the political and social development of both the United States and Mexico, and in addition, is for those who wish to gain a better understanding of Mexican culture in the southwestern United States. Included is a survey of the U.S. Constitution. Intended for students interested in Chicano and Ethnic Studies or other social issues.

UPDATE EFFECTIVE WINTER 2023:

CHICANO 008 The Mexican-American in the History of the United States II (3) UC:CSU ✪
Prerequisite: None.
Lecture, 3 hours.
Students study the historical evolution of the Chicano in nineteenth and twentieth century America. Discussion centers on the participation, contributions, experiences of and by the Chicano community. Major areas include the historical socio-political, economic and educational struggles of Mexican-Americans since the mid 19th century. Topics include the Mexican American Southwest, the Post War conflict, American Expansionism, Westward Movements, U.S. Treaties of Cahuenga & Guadalupe Hidalgo, U.S. Constitution, Bill of Rights, Mexican Revolution, immigration, the Great Depression, Desegregation struggle, American Nativism, Mexican Repatriation and Deportations, WWII, Zoot-Suit Riots, Acculturation period, Bracero Program, Mexican American Labor Movement, Chicano Movement, and the Post Civil Rights Era. Intended for students interested in Chicano and Ethnic Studies or other social issues.

NEW COURSE EFFECTIVE SPRING 2023:

ESL NC 018CE English as a Second Language V (0)
Prerequisite: None.
Lecture, 3 hours.
This is an intermediate course in English as a Second Language. It emphasizes the development of writing, reading, and grammar for interpersonal communication. Course work focuses on intensive reading and writing for effective daily communication.

NEW COURSE EFFECTIVE SPRING 2023:

ESL NC 019CE English as a Second Language VI (0)
Prerequisite: None.
Lecture, 3-6 hours.
This is an advanced course in English as a Second Language. It emphasizes the continuing development of writing, reading, and grammar for interpersonal communication. Course work focuses on intensive reading, writing and vocabulary for effective daily communication.

UPDATE EFFECTIVE SPRING 2023:

MATH 125 Intermediate Algebra (5)
Prerequisite: None
Lecture, 5 hours.
Math 125 strengthens and further develops manipulative skills in elementary algebra. Topics include the fundamental operations on algebraic expressions, solutions of equations and inequalities, exponentiation, graphs of algebraic, exponential and logarithmic functions, systems of equations and inequalities, and an introduction to the conic sections. Applications are included in a wide variety of word problems.

CORRECTION EFFECTIVE SPRING 2023:

NRSCE 109 Gerontology & Community Based Nursing (2) CSU
Prerequisites: NRSCE 105, NRSCE 102, and NRSCE 104 with grades of C or better.
Lecture, 1 hour; laboratory, 3.75 hours.
This course integrates the components of theory, clinical and simulation that focus on evidence-based, patient- centered nursing care of the older adult patient within acute care and community-based settings. Emphasis will be placed on the assessment of risk factors affecting older patient's health and wellness. Students will implement the nursing process and integrate Maslow's Hierarchy of Human Needs concepts to assess, analyze and prioritize the needs of the older adult with normal age-related changes and common age-related disorders to formulate, organize and implement a plan of nursing care. Pharmacological principles specific to older adult patients are discussed. The course builds upon concepts introduced in Nursing Science 101, Nursing Science 102, Nursing Science 103, Nursing Science 104 and Nursing Science 105. Professional Standards, patient advocacy, spiritual-cultural diversity, legal/ethical issues, and effective communication and collaboration with members of the healthcare team will be discussed.

CORRECTION EFFECTIVE SPRING 2023:

NRSCE 110 Psychiatric-Mental Health Nursing (3) CSU
Prerequisites: NRSCE 102, NRSCE 104, and NRSCE 105 with grades of C or better.
Lecture, 1.5 hours; laboratory, 5.25 hours.
This course integrates components of theory, clinical and simulation that focus on evidence-based, patient-centered nursing care of the patient with mental health needs and disorders within acute care and community based settings. Emphasis will be placed on the assessment of risk factors affecting patients health and wellness. Students will implement the nursing process and integrate Maslow's Hierarchy of Human Needs concepts to assess, analyze and prioritize the needs of the mental health patient to formulate, organize and implement a plan of nursing care. Pharmacological principles specific to patients with mental health disorders are discussed. The course builds upon concepts introduced in Nursing Science 101, Nursing Science 102, Nursing Science 103, Nursing Science 104 and Nursing Science 105; Professional standards, patient advocacy, spiritual-cultural diversity, legal/ ethical issues, and effective communication and collaboration with members of the health care team will be discussed.

CORRECTION EFFECTIVE SPRING 2023:

NRSCE 921 Cooperative Education - Nursing Science (2) CSU
Prerequisite: None.
Lecture, 2 hours.
Nursing is approved for Cooperative Education, Work Experience, and Internships. See listing under Cooperative Education.

DURING THE FALL AND SPRING SEMESTERS, STUDENTS SHALL BE ENROLLED IN AT LEAST ONE ADDITIONAL COURSE IN A U.S. REGIONALLY ACCREDITED INSTITUTION.

NEW COURSE EFFECTIVE SPRING 2023:

OLD ADL 152CE Current Musical Events for Older Adults (0)
Prerequisite: None.
~~Lecture, 3 hours.~~
Lecture, 2 hours. (Corrected)
This course provides the Older Adult student the opportunity for life-long learning by providing live musical performances in a variety of concerts and recitals. The events offered include concerts by the various departmental musical organizations, student soloists faculty recitals, and guest artists. Discussions about the music being heard and the opportunity to ask the performers questions after the presentation further enriches the musical life of the older adult student.

NEW COURSE EFFECTIVE SPRING 2023:

OLD ADL 403CE Classical Voice For Older Adults (0)
Prerequisite: None.
~~Lecture, 3 hours.~~
Lecture, 2 hours. (Corrected)
The Older Adult student learns the basic fundamentals of singing, and continues life-long learning and vocal skill building using vocal exercises, simple arias and art songs in Italian, German, and French. Pronunciation and vocal style will be studied. In addition, older adult students can share their musical experiences with younger students in the class.

NEW COURSE EFFECTIVE SPRING 2023:

OLD ADL 453CE Musical Theater Repertoire for Older Adults (0)
Prerequisite: None.
Lecture, 3 hours.
This course is designed to teach fundamental vocal techniques to the Older Adult as utilized in a Broadway musical. Instruction includes basic body movement, acting technique, interpretation of Broadway song literature and the skill of auditioning. Older Adult students are provided the opportunity for life-long learning and vocal skill building. In addition, older adult students can share their musical experiences with younger students in the class.

UPDATE EFFECTIVE WINTER 2023:

REAL ES 007 Real Estate Finance I (3) CSU
Prerequisite: None.
Lecture, 3 hours.
This course covers the analysis of real estate financing, including lending policies and problems in financing residential, apartment, commercial and special purchase properties. Methods and sources of financing are emphasized. This course satisfies the California Bureau of Real Estate mandatory education requirement for the real estate brokers examination.

UPDATE EFFECTIVE WINTER 2023:

REAL ES 009 Real Estate Appraisal I (3) CSU
Prerequisite: None.
Lecture, 3 hours.
This is an introductory course covering the purposes of appraisals, the appraisal process and the different approaches, as well as methods and techniques used to determine the value of various types of real estate. Emphasis is on residential and single unit property. This course satisfies the California Bureau of Real Estate mandatory education requirement for the real estate brokers examination.

UPDATE EFFECTIVE WINTER 2023:

REAL ES 021 Real Estate Economics (3) CSU
Prerequisite: None.
Lecture, 3 hours.
This course covers the fundamentals of economic trends and factors which affect the real estate market. Topics include urban structural relationships, real estate market analysis, supply and demand, economic forecasting, land use theory and problems of sub-division. Also studied is the government's role in the economy and its influence upon the real estate market including the federal reserve system, taxation and land use controls including zoning, planning and fair housing legislation. This course satisfies the California Bureau of Real Estate mandatory education requirement for the real estate brokers examination.

CORRECTION EFFECTIVE SPRING 2020:

SOC 086 Popular Culture (3) CSU
Prerequisite: None.
Lecture, 3 hours.
This course introduces students to the analysis of the historical and current development and emergence of American popular culture and its relationship to social institutions, collective behavior, and roles in people's lives. Social, technological, political, and economic aspects of society are examined with regard to the adoption, maintenance, and changes in popular culture, including the consumption of mass media, fashion, music, consumerism and food. Distinction between popular culture and culture, mass culture, folk culture and its contribution to society's contemporary outlook is analyzed.

PROGRAM REQUIREMENTS

NEW PROGRAM, EFFECTIVE WINTER 2023:

21ST CENTURY EMPLOYABILITY SKILLS: COLLABORATION
Digital Badge
(Program Code 493012)

This badge is issued by earning a passing score on a multiple-choice, video-based quiz designed to review the four primary traits of the skill of Collaboration.

NEW PROGRAM, EFFECTIVE WINTER 2023:

21ST CENTURY EMPLOYABILITY SKILLS: COMMUNICATION
Digital Badge
(Program Code 493012)

Catalog description of Badge: This badge is issued by earning a passing score on a multiple-choice, video-based quiz designed to review the four primary traits of the skill of Communication.

NEW PROGRAM, EFFECTIVE WINTER 2023:

21ST CENTURY EMPLOYABILITY SKILLS: SELF-AWARENESS
Digital Badge
(Program Code 493012)

This badge is issued by earning a passing score on a multiple-choice, video-based quiz designed to review the four primary traits of the skill of Self-Awareness.

UPDATE, EFFECTIVE SPRING 2023:

ACCOUNTING
Associate of Arts Degree (AA)
(Program Code 050200, State Code 02942)

This degree serves as the basis for further undergraduate education in accounting as well as preparing students for entry-level positions in accounting and tax preparation. It is designed to enable students to do accounting work in the public sector or in private companies. The degree provides a foundation for careers in business-related fields, such as Management, Marketing, Banking and Finance, and Law.

COMPLETE THE FOLLOWING 7 REQUIRED COURSES:

ACCTG 001	Introductory Accounting I	5
ACCTG 002*	Introductory Accounting II	5
ACCTG 003*	Intermediate Accounting I	3
ACCTG 008	Income Tax Preparation	3
BUS 001	Introduction to Business	3
BUS 032*	Business Communications	3
LAW 001	Business Law I	3

COMPLETE 1 COURSE FROM THE FOLLOWING:

ACCTG 011*	Cost Accounting	(3)
ACCTG 018*	Computerized Payroll Accounting	(3)
ACCTG 019	Ethics for Accounting Professionals	(3)

COMPLETE 2 COURSES FROM THE FOLLOWING:

BUS 038	Business Computations	(3)
CAOT 078*	Microcomputer Attcg Applications for the Electronic Office	(3)
CAOT 082	Microsoft Office Suite	(3)
FINANCE 008	Personal Finance and Investments	(3)
MGMT 001	Principles of Management	(3)

Total: 34

UPDATE, EFFECTIVE SPRING 2023:

ACCOUNTING
Certificate of Achievement (CA)
(Program Code 050200, State Code 21874)

This certificate serves as the basis for further undergraduate education in accounting as well as preparing students for entry-level positions in accounting and tax preparation. It is designed to enable students to do accounting work in the public sector or in private companies. The certificate provides a foundation for careers in business-related fields, such as Management, Marketing, Banking and Finance, and Law.

Estimated time to complete: 1.5 years

COMPLETE THE FOLLOWING 4 REQUIRED COURSES:

ACCTG 001	Introductory Accounting I	5
ACCTG 002*	Introductory Accounting II	5
ACCTG 003*	Intermediate Accounting I	3
ACCTG 008	Income Tax Preparation	3

COMPLETE 2 COURSES FROM THE FOLLOWING:

ACCTG 011*	Cost Accounting	(3)
ACCTG 018*	Computerized Payroll Accounting	(3)
ACCTG 019	Ethics for Accounting Professionals	(3)
CAOT 078*	Microcomputer Acctg Applications for the Electronic Office	(3)
CAOT 082	Microsoft Office Suite	(3)
CAOT 085	Microsoft Excel	(3)

Total: 22

CORRECTION, EFFECTIVE FALL 2022:

ALLIED HEALTH PREPARATION
Associate of Science Degree (AS)
(Program Code 490200, State Code ~~41579~~ 41578)

This degree is for students interested in careers in health care, such as nursing, respiratory therapy, and allied fields in health care. In completing this degree, students will build a strong foundation of scientific knowledge and meet many of the necessary prerequisites for continued study in the LAVC Nursing program, the LAVC Respiratory Therapy program, or transfer to similar programs at other campuses. The requirements for continued study vary by program and campus, so it is essential that students discuss their career plans with a counselor to ensure they select the best courses to meet their needs.

COMPLETE THE FOLLOWING 4 REQUIRED COURSES:

ANATOMY 001*	Introduction to Human Anatomy	4
MICRO 020*	General Microbiology	4
PHYSIOL 001*	Introduction to Human Physiology	4
PSYCH 001	General Psychology I	3

LIST A: SELECT 1 COURSE:

BIOLOGY 003	Introduction to Biology	4
BIOLOGY 005	Introduction to Human Biology	4
BIOLOGY 006*	General Biology I	5

LIST B: SELECT 1 COURSE:

CHEM 051	Fundamentals of Chemistry I	5
CHEM 060*	Introduction to General Chemistry	5
CHEM 101*	General Chemistry I	5

Total 24-25

CORRECTION, EFFECTIVE FALL 2022:

ALLIED HEALTH PREPARATION
Certificate of Achievement (CA)
(Program Code 490200, State Code 41578)

This ~~degree~~ certificate is for students interested in careers in health care, such as nursing, respiratory therapy, and allied fields in health care. In completing this ~~degree~~ certificate, students will build a strong foundation of scientific knowledge and meet many of the necessary prerequisites for continued study in the LAVC Nursing program, the LAVC Respiratory Therapy program, or transfer to similar programs at other campuses. The requirements for continued study vary by program and campus, so it is essential that students discuss their career plans with a counselor to ensure they select the best courses to meet their needs.

COMPLETE THE FOLLOWING 4 REQUIRED COURSES:

ANATOMY 001*	Introduction to Human Anatomy	4
MICRO 020*	General Microbiology	4
PHYSIOL 001*	Introduction to Human Physiology	4
PSYCH 001	General Psychology I	3

LIST A: SELECT 1 COURSE:

BIOLOGY 003	Introduction to Biology	4
BIOLOGY 005	Introduction to Human Biology	4
BIOLOGY 006*	General Biology I	5

LIST B: SELECT 1 COURSE:

CHEM 051	Fundamentals of Chemistry I	5
CHEM 060*	Introduction to General Chemistry	5
CHEM 101*	General Chemistry I	5

Total 24-25

UPDATE, EFFECTIVE SPRING 2023:

BANKING AND FINANCE
Associate of Arts Degree (AA)
Program Code 050400, State Code 02943)

This degree provides an in-depth understanding of the operations of money and capital markets, institutions and management. Students will be prepared for employment in such fields as investing, banking, corporate finance, insurance, credit unions, mortgage banking and related fields.

COMPLETE THE FOLLOWING 7 REQUIRED COURSES:

ACCTG 001	Introductory Accounting I	5
ACCTG 002*	Introductory Accounting II	5
BUS 001	Introduction to Business	3
BUS 032*	Business Communications	3
FINANCE 008	Personal Finance and Investments	3
LAW 001	Business Law I	3
MGMT 013	Small Business Entrepreneurship	3

COMPLETE 2 COURSES FROM THE FOLLOWING:

ECON 001*	Principles of Microeconomics	(3)
FINANCE 002	Investments	(3)
REAL ES 007*	Real Estate Finance I	(3)

COMPLETE 2 COURSES FROM THE FOLLOWING:

BUS 038	Business Computations	(3)
CAOT 082	Microsoft Office Suite	(3)
MGMT 001	Principles of Management	(3)

Total: 37

UPDATE, EFFECTIVE SPRING 2023:

CAOT: ADMINISTRATIVE ASSISTANT
Associate of Arts Degree (AA)
(Program Code 051401, State Code 08531)

Students will be prepared for employment using automated systems and procedures. Emphasis is placed on the development of language skills, records management, and the use of computer-based word processing, spreadsheet, database, and accounting software in the performance of office functions. Students are prepared to assume general office duties and decision-making office responsibilities. Students completing this option are prepared for positions such as administrative assistant, executive assistant, word information processor, office manager, and office systems specialist.

COMPLETE THE FOLLOWING 12 REQUIRED COURSES:

CAOT 002	Computer Keyboarding and Document Applications II	3
CAOT 031	Business English	3
CAOT 032	Business Communications	3
CAOT 033	Records Management and Electronic Filing	3
CAOT 037	Introduction to Bookkeeping	3
CAOT 047*	Applied Office Practice	2
CAOT 082	Microsoft Office Suite	3
CAOT 084	Microsoft Word	3
CAOT 085	Microsoft Excel	3
CAOT 092	Computer Windows Application	2
CAOT 097	Internet for Business	3
CAOT 108	Presentation Design for the Office	2

COMPLETE 2 COURSES FROM THE FOLLOWING:

CAOT 001	Computer Keyboarding and Document Applications I	(3)
CAOT 043*	Office Procedures	(3)
CAOT 078*	Microcomputer Acctg Applications for the Electronic Office	(3)
CAOT 086	Microsoft Access	(3)
CAOT 123	Web Design Applications for the Office Professional	(3)
CAOT 124	Introduction to Image Creation for the Office Professional	(3)

Total: 39

UPDATE, EFFECTIVE SPRING 2023:

CAOT: COMPUTER APPLICATIONS SPECIALIST
Associate of Arts Degree (AA)
(Program Code 051402, State Code 08532)

Students who pursue this option will gain a comprehensive knowledge and understanding of the automated office environment and will be prepared for positions such as: Internet Specialist; Executive Assistant; Administrative Assistant; Office Systems Specialist; or Computer Applications Specialist. Students will develop knowledge and skills in word processing, spreadsheet, database, presentation, and electronic accounting software applications.

COMPLETE THE FOLLOWING 11 REQUIRED COURSES:

CAOT 002	Computer Keyboarding and Document Applications II	3
CAOT 031	Business English	3
CAOT 032	Business Communications	3
CAOT 037	Introduction to Bookkeeping	3
CAOT 078*	Microcomputer Acctg Applications for the Electronic Office	3
CAOT 082	Microsoft Office Suite	3
CAOT 084	Microsoft Word	3
CAOT 085	Microsoft Excel	3
CAOT 092	Computer Windows Application	2
CAOT 097	Internet for Business	3
CAOT 108	Presentation Design for the Office	2

COMPLETE 1 COURSE FROM THE FOLLOWING:

CAOT 123	Web Design Applications for the Office Professional	(3)
CAOT 124	Introduction to Image Creation for the Office Professional	(3)

COMPLETE 2 COURSES FROM THE FOLLOWING:

CAOT 001	Computer Keyboarding and Document Applications I	(3)
CAOT 033	Records Management and Filing	(3)
CAOT 043*	Office Procedures	(3)
CAOT 047*	Applied Office Practice	(2)
CAOT 086	Microsoft Access	(3)
CAOT 123	Web Design Applications for the Office Professional	(3)
CAOT 124	Introduction to Image Creation for the Office Professional	(3)

Total: 39-40

CAOT: ADMINISTRATIVE ASSISTANT
Certificate of Achievement (CA)

(Program Code 051401, State Code 21878)

Students will be prepared for employment using automated systems and procedures. Emphasis is placed on the development of language skills, records management, and the use of computer-based word processing, spreadsheet, database, and accounting software in the performance of office functions. Students are prepared to assume general office duties and decision-making office responsibilities. Students completing this certificate are prepared for positions such as administrative assistant, executive assistant, word information processor, office manager, and office systems specialist.

Estimated time to complete: 1.5 years.

COMPLETE THE FOLLOWING 11 REQUIRED COURSES:

CAOT 002	Computer Keyboarding and Document Applications II	3
CAOT 031	Business English	3
CAOT 032	Business Communications	3
CAOT 033	Records Management and Electronic Filing	3
CAOT 047*	Applied Office Practice	2
CAOT 082	Microsoft Office Suite	3
CAOT 084	Microsoft Word	3
CAOT 085	Microsoft Excel	3
CAOT 092	Computer Windows Application	2
CAOT 097	Internet for Business	3
CAOT 108	Presentation Design for the Office	2

Total: 30

CAOT: COMPUTER APPLICATIONS SPECIALIST
Certificate of Achievement (CA)

(Program Code 051402, State Code 21879)

Students who pursue this certificate will gain a comprehensive knowledge and understanding of the automated office environment and will be prepared for such jobs as internet specialist, executive assistant, administrative assistant, office systems specialist, or computer applications specialist. Students will develop knowledge and skills in word processing, spreadsheet, database, presentation, and electronic accounting software applications. Students completing this certificate are qualified for intermediate positions in an automated office.

Estimated time to complete: 1.5 years.

COMPLETE THE FOLLOWING 10 REQUIRED COURSES:

CAOT 002	Computer Keyboarding and Document Applications II	3
CAOT 031	Business English	3
CAOT 032	Business Communications	3
CAOT 037	Introduction to Bookkeeping	3
CAOT 078*	Microcomputer Acctg Applications for the Electronic Office	3
CAOT 082	Microsoft Office Suite	3
CAOT 084	Microsoft Word	3
CAOT 092	Computer Windows Application	2
CAOT 097	Internet for Business	3
CAOT 108	Presentation Design for the Office	2

COMPLETE 1 COURSE FROM THE FOLLOWING:

CAOT 085	Microsoft Excel	(3)
CAOT 086	Microsoft Access	(3)

COMPLETE 1 COURSE FROM THE FOLLOWING:

CAOT 123	Web Design Applications for the Office Professional	(3)
CAOT 124	Introduction to Image Creation for the Office Professional	(3)

Total: 34

CAOT: GENERAL OFFICE ASSISTANT
Certificate of Achievement (CA)

(Program Code 051405, State Code 30499)

The General Office Certificate prepares students for positions in a variety of office settings. This certificate includes courses in rapid and accurate keyboarding, document editing and formatting, word processing, English skills for the office, records management, general office procedures, and an overview of spreadsheet and presentation software applications. Emphasis is placed on the development of keyboarding and language skills to prepare business documents and perform general office tasks. Completion of this program prepares students to qualify for entry-level office positions such as general office workers, clerk-typist, word processors, and office assistants.

Estimated time to complete: 1 year.

COMPLETE THE FOLLOWING 7 REQUIRED COURSES:

CAOT 001	Computer Keyboarding and Document Applications I	3
CAOT 002	Computer Keyboarding and Document Applications II	3
CAOT 031	Business English	3
CAOT 033	Records Management and Electronic Filing	3
CAOT 082	Microsoft Office Suite	3
CAOT 084	Microsoft Word	3
CAOT 092	Computer Windows Application	2

COMPLETE 1 COURSE FROM THE FOLLOWING:

CAOT 043*	Office Procedures	(3)
CAOT 047*	Applied Office Practice	(2)

Total: 22-23

COMMERCIAL MUSIC
Associate of Arts Degree (AA)

(Program Code 100500, State Code 08545)

Students earning the Commercial Music AA degree have obtained skills for entry-level employment in the music industry or for career advancement. Music 101 is not part of the degree but is a prerequisite for courses in the degree. Students are strongly encouraged to complete Music 101 early in their academic program.

COMPLETE THE FOLLOWING 13 REQUIRED COURSES:

MUSIC 137	Music as a Business	3
MUSIC 141	Jazz Appreciation	3
MUSIC 161	Introduction to Music Technology	3
MUSIC 165	Introduction to Recording Arts	3
MUSIC 205*	Commercial Harmony I	3
MUSIC 206*	Commercial Harmony II	3
MUSIC 241	Music Notation and Copying I	1
MUSIC 242*	Music Notation and Copying II	1
MUSIC 265-1*	Recording Arts Workshop I	3
MUSIC 271	Songwriters' Workshop I	3
MUSIC 281*	Commercial Music Techniques I	3
MUSIC 321	Elementary Piano I	2
MUSIC 322*	Elementary Piano II	2

COMPLETE 2 COURSES FROM THE FOLLOWING (COURSES MAY BE REPEATED):

MUSIC 501	College Choir	(1)
MUSIC 531	Philharmonic Choir	(1)
MUSIC 563	Chamber Singers	(1.5)
MUSIC 721	Orchestra	(1)
MUSIC 751	Wind Ensemble	(1)
MUSIC 771	Guitar Ensemble	(1)

~~**Total: 35-38**~~
Total: 35-36

CORRECTION, EFFECTIVE FALL 2022:

COMMUNICATION STUDIES
Associate in Arts for Transfer Degree (AA-T)
(Program Code 150601, State Code 30699)

Communication Studies is the study of how human beings communicate. People who study Communication are interested in learning how the communication process works and desire to improve and adapt their communication for intended recipients. Courses in the Communication degree examine the importance of effective communication in public, groups, cultures, interpersonal settings, and literature. In addition, we explore the nature of argumentation and the ability to critically evaluate messages as both the sender and receiver. Students completing this degree will have satisfied the lower-division major preparation at CSUN for the Communications Studies major and at CSULA for the Communications major.

COMPLETE THE FOLLOWING 1 REQUIRED COURSE:
COMM 101	Public Speaking	3

LIST A: SELECT 2 COURSES
COMM 104	Argumentation and Debate	(3)
COMM 121	Interpersonal Communication	(3)
COMM 151	Small Group Communication	(3)

LIST B: SELECT 2 COURSES
COMM 122	Intercultural Communication	(3)
COMM 130	Introduction to Oral Interpretation of Literature	(3)
Any course not used in List A		

LIST C: SELECT 1 COURSE
COMM 102	Oral Communication II	(3)
COMM 105*	Critical Thinking	(3)
COMM 106	Forensics (Repeatable, limited to 3 units)	(2)
ENGLISH 103*	Composition and Critical Thinking	(3)
Any course not used in List A or List B.		

Total: 18

UPDATE, EFFECTIVE SPRING 2023:

COMPUTERIZED BOOKKEEPING
Certificate of Achievement (CA)
(Program Code 050200, State Code 39152)

This certificate will prepare students to work as bookkeepers, general accounting clerks, or payroll clerks. The graduates will have the skills to maintain payroll, receivables, cash, and payables by journalizing, posting, and transaction recording and reporting.

Estimated time to complete: 1 year.

COMPLETE THE FOLLOWING 6 REQUIRED COURSES:
CAOT 002	Computer Keyboarding and Document Applications II	3
CAOT 032	Business Communications	3
CAOT 037	Introduction to Bookkeeping	3
CAOT 043*	Office Procedures	3
CAOT 078*	Microcomputer Acctg Applications for the Electronic Office	3
CAOT 085	Microsoft Excel	3

Total: 18

CORRECTION, EFFECTIVE FALL 2022:

GERMAN
Associate of Arts Degree (AA)
(Program Code 110300, State Code 08555)

This degree provides solid foundation in the study of German for those wishing to continue their education in languages. Students will be able to demonstrate effective skills in the four major areas of language study (reading, writing, speaking, listening comprehension), and demonstrate knowledge of the global society, and the role of Germany and of the German language and culture in the contemporary world.

COMPLETE 3 COURSES FROM THE FOLLOWING:
GERMAN 001	Elementary German I	(5)
GERMAN 002*	Elementary German II	(5)
GERMAN 003*	Intermediate German I	(5)
GERMAN 004*	Intermediate German II	(5)
GERMAN 005*	Advanced German I	(5)

COMPLETE THE FOLLOWING COURSE:
LING 001	Introduction to Language and Linguistics	3

~~**Total: 18-20**~~
Total: 18

UPDATE, EFFECTIVE SPRING 2023:

MANAGEMENT
Associate of Arts Degree (AA)
(Program Code 050630, State Code 02945)

This degree serves as the basis for further undergraduate education in management and prepares students for first-level management and supervisory positions, support positions in human resources, and for working in team-based environments. Besides Business Management, students will use the computer and the internet, and integrate other Business disciplines, including Accounting, Marketing, Banking and Finance, and Law.

COMPLETE THE FOLLOWING 8 REQUIRED COURSES:
ACCTG 001	Introductory Accounting I	5
BUS 001	Introduction to Business	3
BUS 032*	Business Communications	3
LAW 001	Business Law I	3
MGMT 001	Principles of Management	3
MGMT 013	Small Business Entrepreneurship	3
MGMT 031	Human Relations for Employees	3
MGMT 033	Human Capital Management	3

COMPLETE 2 COURSES FROM THE FOLLOWING:
ACCTG 002*	Introductory Accounting II	(5)
FINANCE 002	Investments	(3)
INTBUS 001	International Trade	(3)
MARKET 021	Principles of Marketing	(3)
REAL ES 014	Property Management	(3)

COMPLETE 2 COURSES FROM THE FOLLOWING:
BUS 038	Business Computations	(3)
CAOT 082	Microsoft Office Suite	(3)
FINANCE 008	Personal Finance and Investments	(3)

Total: 38-40

UPDATE, EFFECTIVE SPRING 2023:

MARKETING
Associate of Arts Degree (AA)
(Program Code 050900, State Code 02947)

This degree serves as the basis for further undergraduate education in marketing and prepares students for positions in sales, the retail industry, and entry-level marketing jobs. Students will use the computer and the internet, and integrate other Business disciplines, including Accounting, Management, Banking and Finance, and Law.

COMPLETE THE FOLLOWING 9 REQUIRED COURSES:

ACCTG 001	Introductory Accounting I	5
BUS 001	Introduction to Business	3
BUS 032*	Business Communications	3
INTBUS 001	International Trade	3
LAW 001	Business Law I	3
MARKET 001	Principles of Selling	3
MARKET 011	Fundamentals of Advertising	3
MARKET 021	Principles of Marketing	3
MARKET 031	Retail Merchandising	3

COMPLETE 1 COURSE FROM THE FOLLOWING:

LAW 002	Business Law II	(3)
MGMT 001	Principles of Management	(3)
MGMT 013	Small Business Entrepreneurship	(3)
REAL ES 001	Real Estate Principles	(3)

COMPLETE 2 COURSES FROM THE FOLLOWING:

BUS 038	Business Computations	(3)
CAOT 082	Microsoft Office Suite	(3)
FINANCE 008	Personal Finance and Investments	(3)
MGMT 001	Principles of Management	(3)

MGMT 001 may not be used in this area if already used above.

Total: 38

CORRECTION, EFFECTIVE FALL 2022:

MANUFACTURING TECHNOLOGY: METAL MACHINING
Associate of Science Degree (AS)
(Program Code 095630, State Code 02960)

This degree is designed for the student who wishes to enter the workforce after graduation with a strong background in both traditional machining and in numerical control.

COMPLETE THE FOLLOWING 11 REQUIRED COURSES:

ELECTRN 002	Introduction to Electronics	3
ENG GEN 101	Introduction to Science, Engineering and Technology	2
MSCNC 114	Print Interpretation & Sketching (Blueprint I)	3
MSCNC 124	Print Interpretation and Inspection (Blueprint II)	3
NUM CON 021	Advanced Manual CNC Lathe Programming & Introduction to CAM	3
NUM CON 022	Adv Manual CNC Mill & Microcomputer Assisted Programming	3
NUM CON 023	Computer Aided Manufacturing Programming of CNC Equipment	3
T & M 027	Basic Machine Shop Theory and Practice	4
T & M 030	Machine Shop Practice I	3
T & M 031	Machine Shop Practice II	3
T & M 032	Machine Shop Practice III	3

~~**Total: 38**~~
Total: 33

CORRECTION, EFFECTIVE FALL 2022:

MATHEMATICS
Associate in Science for Transfer Degree (AS-T)
(Program Code 170100, State Code 31036)

This degree is designed for students who wish to transfer to a California State University to complete a bachelor's degree in mathematics. For a complete listing of CSUs that accept this degree as meeting lower-division major preparation, please go to the Counseling Department. In addition to the 21-23 units required for the major, students must complete 37-39 units of general education following either the CSU GE-Breadth Plan or IGETC Plan, and CSU transferable electives for a maximum total of 60 units with a minimum GPA of 2.0. Students planning to transfer to CSU Northridge are advised to take Physics 37.

COMPLETE THE FOLLOWING 3 REQUIRED COURSES:

MATH 261*	Calculus I	5
MATH 262*	Calculus II	5
MATH 263*	Calculus III	5

LIST A: SELECT 1 COURSE:

MATH 270*	Linear Algebra	(3)
MATH 275*	Ordinary Differential Equations	(3)

LIST B: SELECT 1 COURSE:

CS 101*	Introduction to Computer Science	(3)
PHYSICS 037*	Physics for Engineers and Scientists I	(5)

Note: Students planning to transfer to CSU Northridge are advised to take PHYSICS 037.

Total: 21-23

CORRECTION, EFFECTIVE FALL 2022:

RELIGIOUS STUDIES
Associate of Arts Degree (AA)
(Program Code 151000, State Code 38959)

The Associate of Arts in Religious Studies offers a coordinated set of classes that focuses on the analysis and comparison of religious traditions using methods from a variety of disciplines. Students take religious studies courses to fulfill general education requirements in humanities or social sciences, and can transfer to 4-year programs in related majors. With a bachelor's degree in religious studies, students pursue careers in law, business, public and political service, and education. A religious studies major also prepares students for graduate studies in the discipline and for professional seminary and divinity school.

COMPLETE THE FOLLOWING 3 REQUIRED COURSES:

HISTORY 007	The World's Great Religions	3
PHILOS 031	Philosophy of Religion	3
PHILOS 035#	Judaism, Christianity and Islam (or JEWISH 035)	3

COMPLETE 3 COURSES FROM THE FOLLOWING:

ANTHRO 121	Anthropology of Religion, Magic and Witchcraft	(3)
ENGLISH 252*	The English Bible as Literature	(3)
JEWISH 002	The Jewish Religious Heritage	(3)
JEWISH 025	The History of the Jewish People	(3)
PHILOS 012	History of Greek Philosophy	(3)
PHILOS 030	Asian Philosophy	(3)

~~**Total: 18-22**~~
Total: 18

UPDATE, EFFECTIVE SPRING 2023:

REAL ESTATE
Associate of Arts Degree (AA)
(Program Code 051100, State Code 02948)

This degree is designed to meet the needs of persons currently employed in the Real Estate field and for individuals who want to enter the field. This program is of interest to those who either are now, or hope to become salespersons, brokers, appraisers, escrow officers, property managers, and community developers.

COMPLETE THE FOLLOWING 9 REQUIRED COURSES:

ACCTG 001	Introductory Accounting I	5
BUS 001	Introduction to Business	3
BUS 032*	Business Communications	3
LAW 001	Business Law I	3
REAL ES 001	Real Estate Principles	3
REAL ES 003	Real Estate Practices	3
REAL ES 005	Legal Aspects of Real Estate I	3
REAL ES 007*	Real Estate Finance I	3
REAL ES 009*	Real Estate Appraisal I	3

COMPLETE 1 COURSE FROM THE FOLLOWING:

REAL ES 014	Property Management	(3)
REAL ES 021*	Real Estate Economics	(3)

COMPLETE 2 COURSES FROM THE FOLLOWING:

BUS 038	Business Computations	(3)
CAOT 082	Microsoft Office Suite	(3)
FINANCE 008	Personal Finance and Investments	(3)
LAW 002	Business Law II	(3)
MGMT 001	Principles of Management	(3)

Total: 38

UPDATE, EFFECTIVE SPRING 2023:

REGISTERED NURSE
Associate of Science Degree (AS)
(Program Code 123010, State Code 02969)

Students entering the Nursing program must follow the LACCD GE Plan in the catalog.

REGISTERED NURSING PROGRAM
The Associate Degree Registered Nursing Program is approved by the California Board of Registered Nursing (BRN) www.rn.ca.gov and accredited by the Accreditation Commission for Education in Nursing (ACEN) www.acenursing.org. The nursing program is designed to prepare graduates to function at entry-level Registered Nurses in the Health Care delivery system.

The Nursing Program is comprised of 39.5 units of Nursing Theory and Clinical experience, plus approximately 31 units of science and general education courses. Clinical experiences are provided in hospitals and various healthcare facilities in the community. The clinical experience correlates with classroom teaching of nursing theory, skills laboratory practicum, computer-assisted instruction (CAI), and simulation. Students who complete the BRN requirements and the college degree requirements will receive an Associate Degree of Science in Nursing. Students are encouraged to complete the degree requirements (i.e. attain graduation status) before taking the National Council Licensure Examination (NCLEX) www.ncsbn.org.

REQUIRED STEPS TO APPLY TO THE NURSING PROGRAM
The Los Angeles Valley College Nursing Program has two application periods: September for the Spring Semester and April for the Fall Semester. In order to obtain a Program Application, the following steps MUST be completed well in advance of the application filing period:

1. All students except current and returning LAVC students need to submit a college application to the LAVC Admissions Office. International students must first apply to the International Student Program.

2. All U.S. transcripts outside of the Los Angeles Community College District (LACCD) must be sent directly from the college attended to the LAVC Admissions Office. Please follow the instructions listed below. Hand-carried U.S. transcripts of any kind are NOT acceptable. In order to be an eligible applicant to the Nursing Program, official transcripts must be on file by the deadline posted on the Nursing website.

   Order Official Transcripts
   Order your Official Transcript on Parchment.com
   Send Official Transcripts to LAVC

   Order your Official Transcript transcripts to be sent directly to LAVC via Parchment (Parchment.com), or by regular mail. Once received, please allow 10 to 15 days to be processed. Please be advised that LAVC does not have access to official transcripts sent to other LACCD Colleges.

3. All transcripts outside of the U.S. must be evaluated according to the following procedures: :

   - Must complete 12 units with a "C" average within the LACCD prior to submitting any petition for credit.
   - Submit foreign transcripts to an LAVC approved foreign transcripts evaluation service to obtain credit recommendations.
   - LAVC will not accept foreign transcript credit conferred by another college toward program prerequisites.
   - Submit to the college's Petitions Committee a sealed copy of the evaluation service's credit recommendations along with a petition for approval of credit. Credit approval by the Petitions Committee is NOT automatic (see a counselor for details).

4. Request a Nursing Prerequisite Evaluation from the Counseling Department by following the steps outlined below. Do not submit a Nursing Prerequisite Evaluation Request if you have previously received an evaluation from a counselor. For further assistance, you can contact the Counseling Help Desk.
   A. Go to the Nursing Webpage's "How to Apply" section, and download the Nursing Prerequisite Evaluation Form.
   B. Please fill out the Nursing Prerequisite Evaluation and submit the form online to the Counseling's Evaluation Upload Link on the Nursing Webpage for review.
   C. The Counseling Department will email the signed Nursing Prerequisite Evaluation form back to the applicant once verified.
   D. Download and fill out a Nursing Application located on the Nursing Webpage "How to Apply" section.
   E. The signed Nursing Prerequisite Evaluation and completed Nursing Application can then be uploaded to the Nursing Program's Application Upload Link.

For more detailed information please refer to the Nursing Webpage's "How to Apply" section.

SELECTION PROCESS

■ Nursing Program application and transcripts will be evaluated using the criteria from the Chancellor's Office Validation Study. The Chancellor's Office Validation Study is based on predicting student success in the nursing program. The Chancellor's Office Validation Study evaluates the student's overall grade point average (GPA of Anatomy, Physiology, Microbiology, and English, and the repetitions of Anatomy, Physiology and Microbiology). This evaluation criterion establishes a "cut score". Students must receive a cut score of 80 or above on the Chancellor's Office Validation Study to be considered for admission into the nursing program.

■ Students who successfully receive a cut score of 80 or above on the Chancellor's Office Validation Study will be required to submit their "TEAS" (Test of Essential Academic Skills) admission examination results. Students who have previously taken the TEAS exam must call ATI to submit results to LAVC. Only the FIRST score received on the TEAS will be accepted. Students who have not taken the TEAS examination will be invited to take the examination on campus. The "ATI TEAS," effective August 2016, admission examination consists of 170 questions, proctored, standardized assessment which evaluates each student on skills in reading, math, science, and English language. Students may prepare for the "TEAS" admission examination by purchasing from the bookstore the TEAS Pre-Test Study Manual prior to taking the admission examination. The minimum required "TEAS" score is 62% to pass. Will implement ATI TEAS VII upon release, however will accept TEAS VI results if a student took this version before the release of TEAS VII.

■ If the number of eligible applicants exceeds the number of seats available for entrance into the nursing program, a random drawing of the eligible applicants is conducted.

■ All applicants will receive a letter of acceptance or denial from the nursing department by email after the process is completed.

■ Students accepted into the nursing program must return an acceptance card by the posted date or their seat will be given to the next eligible applicant.

■ All students not selected into the Nursing Program may reapply the next application period if they wish to be considered again; there is no waiting list.

■ NO application will be kept on file, and all applications will be destroyed.

NURSING PROGRAM PREREQUISITES

1. ANATOMY 001*, minimum of 4 semester units or 6 quarter units.

2. PHYSIOL 001*, minimum of 4 semester units or 6 quarter units.

3. MICRO 020* -or- an equivalent General Microbiology course with lab minimum of 4 semester units or 6 quarter units.

4. PSYCH 001 minimum of 3 semester units or 4.5 quarter units.

5. PSYCH 041* minimum of 3 semester units or 4.5 quarter units.

6. ENGLISH 101 minimum of 3 semester units or 4.5 quarter units.

7. One college Chemistry course with a lab, CHEM 051 or equivalent, (or one year High School Chemistry with a lab).

8. Students placed into a transfer-level math course will have met the math requirement to apply to the program, but must meet math competency to graduate.

To graduate from the college and receive an AS degree in nursing, the following Program and General Education requirements must be completed in the order listed below and prior to graduation. The Nursing Faculty strongly encourages students to complete all coursework prior to entering the Nursing Program.

■ Communication Studies 101 minimum of: 3 semester or 4.5 quarter units must be completed prior to entering the 3rd semester of the nursing program.

■ Humanities – three semester units, area "C" of the LACCD GE Plan, completed prior to entering the 4th semester of the nursing program.

■ American Institutions Requirement- 3 semester units, under LACCD GE Plan Area B1, must be completed by the end of the 4th semester of the Nursing Program.

■ Kinesiology - LACCD GE Area E shall be waived for degrees in Nursing (AP 4100).

NURSING SCIENCE COURSES

COMPLETE THE FOLLOWING 12 REQUIRED COURSES:

Course	Title	Units
NRSCE 101*	Introduction to Nursing	3.5
NRSCE 102*	Fundamentals of Nursing	3.5
NRSCE 103*	Nursing Process	1
NRSCE 104*	Nursing Communication	1
NRSCE 105*	Nursing Pharmacology	2
NRSCE 106*	Medical-Surgical Nursing I	5.5
NRSCE 107*	Medical-Surgical Nursing II	5.5
NRSCE 108*	Medical-Surgical Nursing III	4
NRSCE 109*	Gerontology & Community Based Nursing	~~2.25~~ 2
NRSCE 110*	Psychiatric-Mental Health Nursing	~~3.25~~ 3
NRSCE 111*	Reproductive Nursing and Womens Health	4
NRSCE 112*	Care of Children and Family	4

~~**Total: 39.5**~~
Total: 39

All nursing courses must be completed with a grade of C or better to be eligible to apply for NCLEX-RN examination.

GRADUATION

Please refer to the LACCD GE Plan in this catalog. Only students who meet degree requirements are considered graduates. Degree students must petition to graduate. Petitions may be obtained in the Graduation Office. It is recommended that students petition during the third semester so that if there are problems they can be rectified during the fourth semester whenever possible.

STUDENT DISCIPLINE

Students in the nursing program are subject to the LACCD Student Code of Conduct. Violations of the code of conduct may result in suspension or expulsion from the nursing program.

ATTENDANCE

Attendance at all scheduled nursing classes, theory, clinical, and Skills Lab, is expected and if absences in hours exceed the number of hours the class meets per week, the student will be excluded from the class.

TRANSPORTATION

Each student is responsible for his or her own transportation to the clinical facilities.

WEEKEND AND EVENING ALTERNATIVE CLINICAL ROTATIONS

Some clinical experiences may be scheduled on Fridays, Saturdays and Sundays as well as day shifts, evening shifts, and night shifts. Students must be prepared to attend alternate schedules when necessary. Child care or work schedule conflicts will not be considered a reason for exemption from an evening or weekend rotation.

ADVANCED PLACEMENT

A vocational nurse who is licensed to practice in the State of California, may apply for advanced placement. Advanced placement is not given to Certified Nursing Assistants, Psychiatric Technicians or other allied health professionals. For further information regarding career mobility options for LVNs, please contact the Health Science Office.

LVN 30-UNIT OPTION

A vocational nurse, who is licensed to practice in the State of California, may apply for LVN 30-Unit Option. LVN 30-Unit Option is not given to Certified Nursing Assistants, Psychiatric Technicians, or other allied health professionals. For further information regarding career mobility options for LVNs, please contact the Health Science Department.

CREDIT BY EXAMINATION

The Health Science Department follows the same policies as the college. See information in the Academic Policy section of this catalog. For further information, see the Department Chairperson.

ADVISEMENT

The schedule of Online Advisement Meetings can be found on the Nursing Webpage. These sessions will provide information on how to apply to the Los Angeles Valley College Nursing Program. Upon being accepted to the Nursing Program, Nursing Students should meet with a counselor to be sure they will have the general education classes required for graduation. If the student has completed courses outside of the L.A. Community College District, they need to schedule a transcript evaluation appointment with a counselor to determine if a course can be applied to their graduation requirements.

UPDATE, EFFECTIVE SPRING 2023:

RETAIL MANAGEMENT
Certificate of Achievement (CA)
(Program Code 050650, State Code 33859)

This Certificate prepares students for career opportunities and advancement in the retail industry. Retail managers work in many settings, including grocery, fashion, specialty food and beverage, home and interiors, technology, services, general retailing, and e-commerce. The program provides students with skills in marketing, management, technology, and budgeting. Program completion leads to a certificate awarded by the College and an industry certificate awarded by the Western Association of Food Chains.

Estimated time to complete: 1.5 to 2 years.

COMPLETE THE FOLLOWING 8 REQUIRED COURSES:

BUS 032*	Business Communications	3
BUS 038	Business Computations	3
CAOT 082	Microsoft Office Suite	3
MGMT 001	Principles Of Management	3
MGMT 031	Human Relations For Employees	3
MGMT 033	Human Capital Management	3
MARKET 021	Principles Of Marketing	3
MARKET 031	Retail Merchandising	3

Total: 24

CORRECTION, EFFECTIVE FALL 2022:

THEATER PRODUCTION
Certificate of Acievement (CA)
(Program Code 100702, State Code 08551)

Students earning this certificate have obtained skills for entry-level employment in the theater.

Estimated time to complete: 2 years.

COMPLETE THE FOLLOWING 6 REQUIRED COURSES:

THEATER 110	History of the World Theater	3
THEATER 225*	Beginning Direction	3
THEATER 270	Beginning Acting	3
THEATER 301	Stage Craft	3
THEATER 310	Introduction to Theatrical Lighting	3
THEATER 315	Introduction to Theatrical Scenic Design	3

COMPLETE 1 COURSE FROM THE FOLLOWING:

THEATER 232^^	Play Production II	(2)
THEATER 233^^	Play Production III	(3)
THEATER 291^^	Rehearsals and Performances I	(1)
THEATER 292^^	Rehearsals and Performances II	(2)
THEATER 293^^	Rehearsals and Performances III	(3)

COMPLETE 2 COURSES FROM THE FOLLOWING:

ART 501	Beginning Two-Dimensional Design	(3)
THEATER 227*	Advanced Direction	(3)
THEATER 317	Color and Design for the Theater	(3)
THEATER 325*	Advanced Stage Craft	(3)
THEATER 450	Beginning Stage Make-Up	(3)

^^ Audition and/or interview required.

~~**Total: 24-27**~~
Total: 25-27

UPDATE, EFFECTIVE SPRING 2023:

WEBSITE SOFTWARE SPECIALIST
Skills Certificate
(Program Code 051408)

This certificate is designed for students who want a fast-track course of study that will enable them to enter the job market with Internet and Web design skills. Completion of the program provides students with the skills required by business offices for using the Internet to locate and capture information as well as for creating and maintaining web pages.

Estimated time to complete: 1 year.

COMPLETE THE FOLLOWING 5 REQUIRED COURSES:

CAOT 082	Microsoft Office Suite	3
CAOT 092	Computer Windows Application	2
CAOT 097	Internet for Business	3
CAOT 123	Web Design Applications for the Office Professional	3
CAOT 124	Introduction to Image Creation for the Office Professional	3

Total: 14

CORRECTION, EFFECTIVE FALL 2022:

INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM (IGETC) 2022-2023

The IGETC is a pattern of courses that students can use to satisfy Lower-division General Education (GE) requirements at any California State University (CSU) or University of California (UC) campus. However, completion of the IGETC is not an admission requirement for the CSU or UC, nor is it the only way to fulfill lower-division General Education requirements before transfer. Students should contact a counselor for detailed information. Foreign transcript coursework cannot be used on IGETC except in special circumstances in Area 6; see a counselor for details. Students must petition Admissions and Records for certification of IGETC completion. Students should petition for a Certificate of Achievement in Intersegmental General Education Transfer (IGETC) at the same time as the petition for certification. See page 17 for footnote explanations. Every effort has been made to ensure that this information is accurate; however, students should consult an LAVC counselor periodically to determine whether there have been any changes or corrections.

> **WARNING!** Consult a Los Angeles Valley College counselor before taking courses outside Los Angeles Valley College to be used on this IGETC general education plan, particularly if taking courses elsewhere in the LA College District. Every community college may apply its courses differently on general education, even if the course has the same course number and title.
>
> Courses may appear in more than one area but can only be used in one area with the exception of courses used to satisfy Area 6.

	C	IP	N

AREA 1: ENGLISH COMMUNICATION C= COMPLETED IP= IN PROGRESS N= NEED
UC: Two courses, one from Group A and one from Group B.
CSU: Three courses, one from each group below.
A. ENGLISH COMPOSITION
    (One course, 3 semester/4-5 quarter units)
    ENGLISH 101, E.S.L. 110
Course:_____College_____ AP _____
B. CRITICAL THINKING – ENGLISH COMPOSITION (One course, 3 semester/4-5 quarter units)
    COMM 105
    ENGLISH 102[37] (Effective Fall 2014), 103
Course:_____College_____ (No AP scores accepted for this area)
C. ORAL COMMUNICATION – (CSU requirement only) (One course, 3 semester/4-5 quarter units)
    COMM 101, 102, 151
Course:_____College _____ (No AP scores accepted for this area)			

AREA 2: MATHEMATICAL CONCEPTS AND QUANTITATIVE REASONING
    (One course, minimum of 3 semester/4-5 quarter units)
    MATH 227, 227S, 238[2], 245[3], 259, 260[3], 261, 262, 263, 270, 275
    STAT 101[1]
Course:_____College_____ AP _____			

AREA 3: ARTS AND HUMANITIES
  (Three courses with at least 1 course from Arts and 1 course from Humanities, 9 semester/12-15 quarter units)
A. ARTS
ART 093[39], 094[42], 101, 102, 103, 105, 109, 111, 115, 116[4], 125, 213, 501   DANCEST 801[33], 805
BRDCSTG 026[40] (Effective F17)   HUMAN 003
CHICANO 054[39]   MUSIC 101, 111, 118[39], 121, 122, 136[18], 141
CINEMA 102, 104[5], 105, 106[39], 107, 113[41], 114[41]   THEATER 100, 110, 112
 	
Course: _____College _____ AP _____
B. HUMANITIES
AFRO AM 020   HISTORY 007[10]
ANTHRO 121   HUMAN 001, ~~006[6]~~, 008[6], 030
CHICANO 037, 042[7] (SPANISH 012[4]*), 044 (SPANISH 016*), 057   ITALIAN 003
    JEWISH 002, 035 (PHILOS 035*)
CINEMA 103   PHILOS 001, 012, 014, 020, 028, 030, 031, 035 (JEWISH 035*), 045
ENGLISH 102[7], 105[8] (LING 001 *), 203, 204, 205, 206, 207, 208, 252, 253
FRENCH 003, 004, 005, 006, 010, 025[39]   SPANISH 003, 004, 005, 006, 009, 012 (CHICANO 042[7]*), 016 (CHICANO 044*), 025 (Effective F01-F09) & (reinstated Effective Fall 2015), 037
GERMAN 003, 004, 005, 006[38], 010[42]
 	
Course: _____College _____ AP _____
Course: _____ College _____ AP _____			

*For UC and CSU transfer credit, these courses are considered "same as" and credit limited to one course.			

Continued, Next Page

INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM (IGETC) 2022-2023

	C	IP	N
AREA 4: SOCIAL AND BEHAVIORAL SCIENCES (Three courses in at least two different disciplines, 9 semester / 12-15 quarter units) AFRO AM 002, 004, 005 ENVSTDS 101 ANTHRO 102, 103, 104[32] GEOG 002, 009, 014 ASIAN 002 HISTORY 001, 002, 005, 006, 011, 012, 020, 086[33] BRDCSTG 001[37] (Effective Fall 2014) JEWISH 025 CH DEV 001 JOURNAL 105 CHICANO 002, 007, 008, 047 POL SCI 001, 002, 005, 007 COMM 122[32] PSYCH 001, 011, 012, 013, 014, 029, 032, 041[26], 052, 075 ECON 001, 002, 008[38], 010, 030[9], 040[31], 060 SOC 001, 002, 003, 011, 021, 025[5],031 Course:_____College_____ AP_____ Course:_____College_____ AP_____ Course:_____College_____ AP_____			
AREA 5: PHYSICAL AND BIOLOGICAL SCIENCES Two courses (7-9 semester/9-12 quarter units.) One course must be taken from Physical Science and one course must be taken from Biological Science. Note: At least one science course must include a laboratory. Lab courses are marked by the symbol ‡ **A. PHYSICAL SCIENCE** ASTRON 001 METEOR 003 (GEOG 003*) CHEM 051[16, 42], 060[16]‡, 068[11,16]‡, 101‡, 102‡, 211[17]‡, 212[5]‡ OCEANO 001 ENV SCI 001[18], 007[18] (GEOLOGY 010*) PHYS SC 001[19], 004[41]‡ GEOG 001[34], 003 (METEOR 003*), 017[34]‡ PHYSICS 006[20]‡, 007[20]‡, 037[20]‡, 038[20]‡, 039[20]‡, 066[20]‡, 067[20]‡ GEOLOGY 001, 002, 010[18] (ENV SCI 007*) Course:_____College_____ AP_____ **B. BIOLOGICAL SCIENCE** ANATOMY 001[22]‡ PHYSIOL 001[22]‡ ANTHRO 101, 116 PSYCH 002 BIOLOGY 003[24]‡, 005‡, 006‡, 007‡, 010‡, 022[31]‡, 040[38]‡ MICRO 020[25]‡ Course:_____College_____ AP_____ **C. SCIENCE LABORATORY** ANATOMY 001[22]‡ GEOG 015[34]‡, 017[34]‡ ANTHRO 111‡[23] GEOLOGY 006‡, 007‡ ASTRON 005[9]‡ MICRO 020[25]‡ BIOLOGY 003[24]‡, 005‡, 006‡, 007‡, 010‡, 022[31]‡,040[38]‡ OCEANO 010‡ CHEM 051[16, 42], 060, 068[11,16]‡, 101‡, 102‡, 211[17]‡, 212[5,17]‡ PHYS SC 004[41]‡, 014[26]‡ ENV SCI 022[31]‡ PHYSICS 006[20]‡, 007[20]‡, 037[20]‡, 038[20]‡, 039[20]‡, 066[20]‡, 067[20]‡ PHYSIOL 001[22]‡ This requirement may also be satisfied by completion of any lecture with lab course listed in Area 5A or 5B above that is marked by the symbol ‡ Course: _____College_____ AP_____			
AREA 6: LANGUAGE OTHER THAN ENGLISH: UC REQUIRED ONLY! Proficiency equivalent to two years of high school in the same foreign language with a grade of C or better; or satisfactory score on SAT II (documentation of high school credit or SAT score required); or one of the following equivalent college courses. See counselor for other options. FRENCH 002, 003, 004, 005, 006, GERMAN 002, 003, 004, 005, 006, HEBREW 002, ITALIAN 002, 003, SPANISH 002[35], 003, 004, 005, 006, 035[39], 036[18, 35], 037[37] Course:_____College_____ AP_____			
CSU UNITED STATES HISTORY, CONSTITUTION & AMERICAN IDEALS (Not part of IGETC, but may be completed prior to transfer.) For IGETC Certification purposes, courses used to satisfy this CSU graduation requirement may also be used to satisfy IGETC Subject Areas 3 and/or 4. However, if a course(s) is used to satisfy both an IGETC subject-area requirement and the CSU United States History, Constitution and American ideals graduation requirement, some CSU campuses may require students to take an additional course(s) after transfer. CSUN and CSULA will NOT require an additional course(s) Other CSU campuses should be consulted directly regarding their policy. (Effective Fall 05) may be completed with the following two courses: HISTORY 006 or 020 AND one of the following: ECON 010 or HISTORY 011 OR POL SCI 001 AND one of the following: AFRO AM 004, 005, CHICANO 008, ECON 010, HISTORY 005, 011, 012, 018			
*For UC and CSU transfer credit, these courses are considered "same as" and credit limited to one course.			

IGETC FOOTNOTE DESCRIPTIONS:

[1] MATH 225, 227, STAT 1 or 101: UC maximum credit allowed: one course.

[2] MATH 238, 265, or 266 combined: UC maximum credit allowed, one course.

[3] MATH 245 combined with 260: UC maximum credit: one course.

[4] This course counts ONLY if taken Fall 1993 or later.

[5] This course counts ONLY if taken Fall 1999 or after.

[6] Course repeatable but UC maximum credit: one course.

[7] This course counts ONLY if taken Fall 1995 or later.

[8] English courses count only if taken Fall 1996 or later.

[9] This course counts ONLY if taken Fall 1998 or later.

[10] HISTORY 007, 047, 048 or PHILOS 033 combined: UC maximum credit allowed: two courses.

[11] This course counts ONLY if taken Fall 1997 or later.

[12] HISTORY 001, 002, and 017, 018 combined: UC maximum credit allowed: two courses.

[13] HISTORY 012, 013 combined: UC maximum credit allowed: one course.

[15] CHEM 070, 210 or 221 combined: UC maximum credit allowed: two courses.

[16] No credit for CHEM 051 or 060 or 068 if taken after CHEM 101. CHEM 051 or 060 or 068 combined: UC maximum credit: one course

[17] Credit for CHEM 210 or 211, not both.

[18] This course counts ONLY if taken Fall 2001 or later.

[19] No credit for PHYS SC 001 if taken after college course in Astronomy, Chemistry, Geology, or Physics.

[20] PHYSICS 006, 007 and 037, 038, 039 and 066 and 067 combined: UC maximum credit allowed: one series.

[21] No credit for PHYSICS 012 if taken after 06 or 037.

[22] ANATOMY 001, PHYSIOL 001, 008 or 009 combined: UC maximum credit: 8 units.

[23] This course counts only if taken Fall 2000 or after.

[24] BIOLOGY 003 and 025 combined: UC maximum credit: 1 course. No credit for 003 or 025 if taken after 006 or 007.

[25] MICRO 001 and 020: UC maximum credit allowed: one course.

[26] This course counts only if taken Fall 2002 or later.

[28] This course counts only if taken Fall 2003 or later.

[29] This course counts only if taken Spring 2004 or later.

[30] This course counts only if taken Fall 2005 or later.

[31] This course counts only if taken Spring 2006 or later.

[32] This course counts only if taken Spring 2007 or later.

[33] This course counts only if taken Fall 2007 or later.

[34] Credit for either GEOG 001 and 015 or 017.

[35] SPANISH 002 and 036 combined: maximum credit, one course.

[36] This course counts only if taken Fall 2012 or later.

[37] This course counts only if taken Fall 2014 or later.

[38] This course counts only if taken Fall 2015 or later.

[39] This course counts only if taken Fall 2016 or later.

[40] This course counts only if taken Fall 2017 or later.

[41] This course counts only if taken Fall 2019 or later.

[42] This course counts only if taken Fall 2020 or later.

IGETC AND ADVANCED PLACEMENT SCORES

A score of 3, 4, or 5 is required to grant credit for IGETC certification. An acceptable AP Advanced Placement Exam (AP) score for IGETC equates to either 3 semester or 4 quarter units for certification purposes.

Each AP may be applied to one IGETC area as satisfying one course requirement, with the exception of Language other Than English (LOTE). Students who have earned credit from an AP exam should not take a comparable college course because transfer credit will not be granted for both.

Students earning scores of 3, 4, or 5 in the physical and biological science AP examinations earn credit toward IGETC Area 5 and meet the IGETC laboratory activity requirement.

AP exams in Biology, Chemistry, Physics 1, Physics 2 or Physics B allow California Community College campuses to apply 4 semester or quarter units to IGETC certification. For Environmental Science, Physics C: Mechanics and Physics C: Electricity/Magnetism, 3 semester or 4 quarter units are applied for IGETC certification. Therefore, students who complete these exams will be required to complete at least 4 semester/5 quarter units to satisfy the minimum required units for Area 5.

There is no equivalent AP exam for Area 1B-Critical Thinking/ Composition.

AP Examination	IGETC Area	AP Examination	IGETC Area
Art History*	3A or 3B*	U.S. Government & Politics	4 and US 2
Biology	5B and 5C	Human Geography	4
Calculus AB	2A	Italian Language & Culture	3B and 6A
Calculus BC	2A	Japanese Language & Culture	3B and 6A
Calculus BC/AB subscore	2A	Latin Literature or Latin: Vergil	3B and 6A
Chemistry	5A and 5C	Latin	3B and 6A
Chinese Language & Culture	3B and 6A	Physics 1	5A and 5C
Macroeconomics	4	Physics 2	5A and 5C
Microeconomics	4	Physics B	5A and 5C
English Language/Composition	1A	Physics C mechanics	5A and 5C
English Literature/Composition*	1A or 3B*	Physics C electricity/magnetism	5A and 5C
Environmental Science	5A and 5C	Psychology	4
European History*	3B or 4*	Spanish Language & Culture	3B and 6A
French Language & Culture	3B and 6A	Spanish Literature & Culture	3B and 6A
French Literature	3B and 6A	Statistics	2A
German Language & Culture	3B and 6A	U.S. History*	(3B or 4*) and US 1
Comparative Government & Politics	4	World History: Modern*	3B or 4*

*AP exams may be used in either area regardless of where the certifying CCC's discipline is located.

CORRECTION, EFFECTIVE FALL 2022:

GENERAL EDUCATION CERTIFICATION FOR CALIFORNIA STATE UNIVERSITIES 2022-2023

*This plan will satisfy lower-division G.E. for the CSU system. You must petition Admissions and Records to have certification placed on your transcript. "Ef" indicates first term that course can be used on this plan. *For UC and CSU transfer credit, these courses are considered "same as" and credit is limited to one course.*

WARNING! Consult a Los Angeles Valley College counselor before taking courses outside Los Angeles Valley College to be used on this CSU general education plan, particularly if taking courses elsewhere in the LA College District. Every community college may apply its courses differently on general education, even if the course has the same course number and title. Every effort has been made to ensure that this information is accurate; however, students should consult an LAVC counselor periodically to determine whether there have been any changes or corrections.

*Courses may appear in more than one area but will only be used in one area with the exception of science courses that satisfy both a lecture and a lab. A grade of C- or better is required for certification in Areas A1, A2, A3 and B4.

	C= COMPLETED IP= IN PROGRESS N= NEED	C	IP	N
A.	**ENGLISH LANGUAGE COMMUNICATION AND CRITICAL THINKING**: 9 units (3 courses) with at least one course chosen from each of the three subcategories below:			

1. **Oral Communication**: COMM 101, 102, 151

2. **Written Communication**: ENGLISH 101, E.S.L. 110

Course:_____College_____AP:_____

3. **Critical Thinking**:
ENGLISH 102, 103 (suggested for CSULA)
PHILOS 006, 009 (Ef F00-SU04) & (reinstated Ef SP 06)
COMM 104, 105
(No AP Scores accepted for this area)

B. **SCIENTIFIC INQUIRY AND QUANTITATIVE REASONING**: 9 units (3-4 courses) with at least one course from each of the four subcategories below. At least one of the courses chosen must be a laboratory course. Acceptable laboratory courses are indicated by a † in the lists below. Single courses that contain both lecture and lab may count as lab courses as well as Physical or Life Science courses.

1. **Physical Science**:
ASTRON 001
CHEM 051†, 060†, 068†, 101†, 102†, 211†, 212†
ENV SCI 001, 007* (GEOLOGY 010*)
GEOG 001, 003 (METEOR 003*), 017 †
GEOLOGY 001, 002, 010 (ENV SCI 007*)
OCEANO 001
PHYS SC 001, 004†
PHYSICS 006†, 007†, 037†, 038†, 039†, 066†, 067†

2. **Life Science**:
ANATOMY 001†
ANTHRO 101, 116
BIOLOGY 003†, 005†, 006†, 007†, 010†, 022†, 040†
MICRO 020†
PHYSIOL 001†
PSYCH 002

Course:_____ College_____AP:_____

Course:_____ College_____AP:_____

3. **Laboratory Activity**: Any science course marked by a † in B1 or B2 will satisfy this requirement also.
A laboratory course cannot apply unless student also takes the lecture course that is prerequisite or corequisite to that laboratory course.

ANTHRO 111 †
ASTRON 005†
ENV SCI 022† (Ef F05)
GEOG 015†, 017†

GEOLOGY 006†, 007†
OCEANO 010†
PHYS SC 004†, 014†

4. **Mathematics/Quantitative Reasoning**:
FINANCE 008 (Effective Fall 2019)
MATH 215, 227, 227S, 238, 240, 245, 247, 248, 259, 260, 261, 262, 263, 270, 275
STAT 101

Course:_____College_____AP:_____

GENERAL EDUCATION CERTIFICATION FOR CALIFORNIA STATE UNIVERSITIES 2022-2023

	C	IP	N
C. ARTS AND HUMANITIES: 9 units (3 courses) with at least one from area 1 and one from area 2 below:			

1. Arts: Arts, Dance, Music, Theater

ART 093, 094 101, 102, 103, 105, 109, 111, 115, 116, 125, 201, 213, 501
BRDCSTG 026
CHICANO 054

CINEMA 102, 104 (Ef F99), 105, 106, 107, 113, 114
DANCEST 801, 802, 805
MUSIC 101, 111, 118, 121, 122, 136, 141
THEATER 100, 110, 112

2. Humanities: Literature, Philosophy, Foreign Language

AFRO AM 020
ANTHRO 121
CHICANO 037, 042 (SPANISH 012*), 044 (SPANISH 016*), 057
CINEMA 103
COMM 130
ENGLISH 105 (LING 001*), 203, 204, 205, 206, 207, 208, 252, 253
FRENCH 001 (or 021 or 022), 002, 003, 004, 005, 006, 010, 025
GERMAN 001, 002, 003, 004, 005, 006, 010

HEBREW 001, 002
HISTORY 007
HUMAN 001, 002, 003, 030
ITALIAN 001, 002, 003
JEWISH 002 (Ef F97), 035 (PHILOS 035*)
PHILOS 001, 012, 014, 020, 028, 030, 031, 035 (JEWISH 035*), 045,
SPANISH 001, 002, 003, 004, 005 (Ef F00), 006 (Ef F00), 009, 012 (CHICANO 042), 016 (CHICANO 044*), 025 (Ef F00-F09 & reinstated Ef F15), 035, 036, 037

Course:_____College_____AP: _____
Course:_____College_____AP: _____
Course:_____College_____AP: _____

D. SOCIAL SCIENCES: 6 units (2 courses)

Requirement for new or returning students who begin at a CCC in Fall 2021: Students will need to complete 6 semester or 9 quarter units. Students with catalog rights prior to Fall 2021: will need to complete 9 semester or 12 quarter units in Area D, from at least two different disciplines for certification. However, continuing students may opt to follow the revised 2022-23 CSU GE Breadth pattern and complete 6 units in Area D and 3 units in Area F

*The American Institutions Requirement may be completed as part of the 6 units required in Area D.
*The AMERICAN INSTITUTIONS REQUIREMENT: (Effective Fall 05) may be completed with two courses:

HISTORY 006 or 020 AND ECON 010 or HISTORY 011
OR
Pol Sci 1 AND AFRO AM 004, 005, CHICANO 008, ECON 010, HISTORY 005, 011, or 012

ADM JUS 075 (Ef F14)
AFRO AM 002 (Ef F 15), 004, 005
ANTHRO 102, 103, 104 (Ef SP 07)
ASIAN 002
BRDCSTG 001, 006, 032
CHICANO 002, 007, 008, 047
CH DEV 001, 042
COMM 122 (Ef SP 07)
ECON 001, 002, 008, 010
ENVSTDS 101;
GEOG 002, 009, 014, 045

HISTORY 001, 002, 005, 006, 011, 012, 020, 086
HUMAN 008
JEWISH 025
JOURNAL 105
LAW 003
POL SCI 001, 002, 005, 007
PSYCH 001, 011, 012, 013, 014, ,029, 032, 041, 074, 075, 090
SOC 001, 002, 003 (Ef F 98), 004 (Ef SP 07), 011, 025 (Ef F 98), 031

Course:_____College_____AP:_____
Course:_____College_____AP:_____
Course:_____College_____AP:_____

Continued, Next Page

GENERAL EDUCATION CERTIFICATION FOR CALIFORNIA STATE UNIVERSITIES 2022-2023

	C	IP	N
E. LIFELONG LEARNING & SELF-DEVELOPMENT: 3 units (minimum 1 course) : (only 1 unit of DanceSt, DanceTq, Dncespc, Kin, Kin Ath, Kin Maj may be used) AFRO AM 002 COMM 121 COUNSEL 020 DANCEST 301, 302, 801, 802, 814, 815, 816, 820, 822 DANCETQ 111, 112, 113, 114, 121, 122, 123, 124, 141, 142, 143, 144,151, 152, 153, 154, 181, 182, 221, 222, 223, 224, 225, 231, 232, 233, 234 DNCESPC 161, 171, 172, 173, 174, 331, 332, 333, 334, 441, 442, 443, 444 HEALTH 002, 011 KIN 008, 009, 045, 046, 047, 049, 050, 205, 237-1, 251, 286, 287-1, 287-2, 300-1, 301-1, 301-2, 301-3, 303-1, 303-2, ~~307~~, 307-1, 315-1, 315-2, 315-3, 315-4, 326-1, 326-2, 326-3, 329-1, 329-2, 329-3, 334, 336-1, 339-1, 350-1,350-2, 350-3, 350-4, 351-1, 364-1, 364-2, 365-1, 366-1, 369-1, 369-2, 369-3, 369-4, 370-1, 370-2, 370-3, 370-4, 371-1, 371-2, 371-3, 371-4, 373-1, 373-2, 374-1, 374-2, 374-3, 387-1, 387-2, 387-3, 387-4, 389-1, 389-2, 389-3, 390-1, 390-2, 391-1, 391-2 KIN ATH 503, 504, 508, 511, 512, 513, 517, 552, 556, 580 KIN MAJ 101, 127 LIB SCI 100 PSYCH 003, 041, 052, 060, 075, 090 SOC 012, 017, 021 Course:_____College_____AP: _____			
F. ETHNIC STUDIES: 3 units (minimum 1 course) : Requirement for new or returning students who begin at the CCC in Fall 2021: Students will need to complete 3 units or 4 quarter units from Area F for full CSU GE certification. Students with catalog rights prior to Fall 2021 are NOT required to complete Area F. However, continuing students may opt to follow the revised 2022-23 CSU GE Breadth pattern and complete 6 units in Area D and 3 units in Area F. AFRO AM 002, 004, 005, 020 (Effective Fall 2021) CHICANO 002, 007, 008 (Effective Fall 2021) Course:_____College_____			

CORRECTION, EFFECTIVE FALL 2022:

LOS ANGELES VALLEY COLLEGE - ASSOCIATE DEGREE GENERAL EDUCATION REQUIREMENTS - LACCD GE PLAN 2022-2023

GENERAL EDUCATION REQUIREMENTS: 21 semester units

MAJOR REQUIREMENTS: Minimum of 18 units in a single or related field. Each course counted towards the major or area of emphasis requirement must be completed with a "C" (2.0 or equivalent) or better.

1. UNIT REQUIREMENT: A minimum of 60 semester units of course credit in a selected curriculum.

2. SCHOLARSHIP REQUIREMENT: A "C" (2.0) grade point average or better.

3. RESIDENCE REQUIREMENT: Completion of at least 12 units of credit in residence, completion of a majority of the major requirement units in residence, and attendance at the college during the semester in which the requirements are completed.

4. READING AND WRITTEN COMPETENCY: Completion of the following course with a grade of "C" or better: ENGLISH 101 or E.S.L. 110 (or equivalent at another college); A grade of "C" or better in a college course that meets CSU GE Area A2 or IGETC Area 1A requirements; A score of 3 or higher on the following AP Exams: English Language and Composition or English Composition and Literature, or similar.

5. MATHEMATICAL COMPETENCY: Continuing students with catalog rights from prior to fall 2019 who place into any transfer-level math course have met math competency for all AA/AS degrees. Students admitted fall 2019 or later may meet competency by verifying earning a grade of C- or higher in the course typically known as Intermediate Algebra or equivalent or higher at a US regionally accredited high school or college, or through other means as defined in the following: A score of 3 or higher on the following AP exams: Calculus AB, Calculus BC, or Statistics, or similar. Verification of passing with a grade of C or P or higher a California Community College course that meets the California State University General Education Breadth (CSU GE-Breadth) requirement in Area B4: Mathematics/Quantitative Reasoning and/or the Intersegmental General Education Transfer Curriculum (IGETC) in Area 2A: Mathematical Concepts and Quantitative Reasoning.

6. THREE GENERAL EDUCATION PLANS are offered at the colleges of the Los Angeles Community College District (LACCD) to meet the general education requirements for the associate degree. The LACCD GE Plan is appropriate for students planning to earn an associate degree without transfer. Students planning to transfer to a four-year university should follow either the CSU GE-Breadth plan or the IGETC plan. The LACCD GE plan may NOT be used for Associate Degrees for Transfer (ADTs). ADT degrees require completion of either CSU GE or IGETC (for CSU). Meet with a counselor to discuss your options.

Please see a counselor and check the LAVC College catalog for specific major requirements.
* * * THIS FORM SUBJECT TO CHANGE EACH YEAR

	C	IP	N
Courses may only be used once to satisfy any GE area. C= COMPLETED IP= IN PROGRESS N= NEED			
A. NATURAL SCIENCES **3 Semester/4 Quarter units minimum**			
ANATOMY 001* GEOLOGY 001, 002, 006*, 007* 010 (ENV SCI 007)			
ANTHRO 101, 111*, 116 MICRO 020*			
ASTRON 001, 005* OCEANO 001, 010*			
BIOLOGY 003, 006*, 005, 007*, 010, 022, 040* PHYS SC 001, 004, 014*			
CHEM 051*, 060*, 068*, 101*, 102* PHYSICS 006*, 007*, 037*, 038*,039*, 066*, 067*			
ENV SCI 001*, 007, 022* PHYSIOL 001*			
GEOG 001, 003 (METEOR 003), 015*, 017 PSYCH 002*			
Other College_____ Advanced Placement _____			
B. SOCIAL AND BEHAVIORAL SCIENCES AND AMERICAN INSTITUTIONS **6 Semester/8 Quarter Units minimum**			
B1. AMERICAN INSTITUTIONS (3 Semester/4 Quarter Units minimum)			
AFRO AM 004, 005 HISTORY 005, 006, 011, 012, 020			
CHICANO 008 POL SCI 001			
ECON 010			
B2. SOCIAL AND BEHAVIORAL SCIENCES (3 Semester/4 Quarter Units minimum)			
ADM JUS 075 GEOG 002, 009, 014, 045			
AFRO AM 002 HISTORY 001, 002, 086			
ANTHRO 102, 103, 104 HUMAN 008			
ASIAN 002 JEWISH 025			
BRDCSTG 001, 006, 32 JOURNAL 105			
CH DEV 001*, 042 LAW 003			
CHICANO 002, 007, 047 POL SCI 002, 005, 007			
COMM 122 PSYCH 001, 011*, 012*, 013*, 014*, 032, 041*, 052, 074*, 075,			
ECON 001*, 002*, 008, 030, 040, 060 090			
ENVSTDS 101 SOC 001, 002, 003, 004, 011, 012, 021, 025, 031			
Other College_____ Advanced Placement_____			

*This course has a prerequisite or corequisite.   *Continued, Next Page*

LAVC - ASSOCIATE DEGREE GENERAL EDUCATION REQUIREMENTS - LACCD PLAN 2022-2023 – CONTINUED

	C	IP	N
C. HUMANITIES 3 Semester/4 Quarter Units minimum			

C. HUMANITIES   3 Semester/4 Quarter Units minimum

AFRO AM 020
ANTHRO 121
ART 093, 094, 101, 102, 103, 105, 109, 111, 115, 116, 125, 201, 213, 501
BRDCSTG 026
CHICANO 042 (SPANISH 012), 044 (SPANISH 016), 054, 057
CINEMA 102, 103, 104, 105, 106, 107, 113, 114
COMM 130
DANCEST 801, 802, 805
ENGLISH 105 (LING 001), 203*, 204*, 205*, 206*, 207*, 208*, 252*, 253*
FRENCH 001 (or 021 or 022), 002*, 003*, 004*, 005*, 006*, 010, 025

GERMAN 001, 002*, 003*, 004*, 005*, 006*, 010
HEBREW 001, 002*
HISTORY 007
HUMAN 001, 002, 003, 006, 030
ITALIAN 001, 002*,003*
JEWISH 002, 035 (PHILOS 035)
LING 001 (ENGLISH 105)
MUSIC 101, 111, 118, 121*, 122*, 136, 141
PHILOS 001, 012, 014, 020, 028, 030, 031, 035 (JEWISH 035), 045
SPANISH 001, 002*, 003*, 004*, 005*, 006*, 009, 035, 036*, 037*
THEATER 100, 110, 112

Other College_____   Advanced Placement   _____

D. LANGUAGE AND RATIONALITY   6 Semester/8 Quarter Units minimum

D1. ENGLISH COMPOSITION
(3 Units Minimum) ENGLISH 101*, E.S.L. 110*

D2. COMMUNICATION AND ANALYTICAL THINKING
(3 semester units)
CIS 101
COMM 101, 102, 104, 105*, 151
ENGLISH 103*
FINANCE 008

MATH 120*, 121*, 122*, 125*, 134* 215*, 227*, 227S*, 238*, 240*, 245*, 247*, 248*, 259*, 260*, 261*, 262*, 263*
PHILOS 006, 009
STAT 101*

Other College_____   Advanced Placement   _____

E. HEALTH AND PHYSICAL EDUCATION   3 Semester/4 Quarter units minimum

E1. HEALTH EDUCATION
(one course minimum)
HEALTH 002 (meets both E1 & E2), 011
KIN MAJ 100, 101

NRSCE 101*
RESP TH 002*

E2. PHYSICAL EDUCATION ACTIVITY
(1 Semester Unit minimum)
DANCEST 185, 285, 301, 302*, 801, 802, 814, 815*, 816*, 820, 822
DANCETQ 111-114*, 121-124*, 141-144*, 151-154*, 181, 182*, 221-224*, 225, 231-234*
DNCESPC 161, 171-174*, 331-334*, 441-444*
KIN 008, 009, 045, 046, 047, 049, 050, 205, 237-1, 251, 286, 287-1, 287-2*, 300-1, 301-1, 301-2*, 301-3*, 303-1*, 303-2*, 307-1, 315-1, 315-2*, 315-3*, 315-4*, 326-1, 326-2*,

KIN (continued) 326-3*, 329-1, 329-2, 329-3*, 334, 336-1, 339-1, 350-1, 350-2*, 350-3*, 350-4*, 364-1, 364-2*, 365-1, 366-1, 369-1, 369-2*, 369-3*, 369-4*, 370-1, 370-2*, 370-3, 370-4*, 371-1, 371-2*, 371-3*, 371-4*, 373-1, 373-2*, 374-1, 374-2*, 374-3*, 387-1, 387-2*, 387-3*, 387-4*, 389-1, 389-2*, 389-3*, 390-1, 390-2*, 391-1, 391-2*
KIN ATH 503, 504, 508, 511, 512, 513, 517, 552, 556, 580

Military Credit (if applicable) _____

Major / Area of Emphasis:
Major Courses (min. 18 units)

Electives

Competency Met: Eng: Course_____   Math: Course_____ Test_____   TOTAL

*This course has a prerequisite or corequisite.

ACADEMIC POLICY

Update Effective Winter 2023

CREDIT FOR MILITARY SERVICE

Credit for military service will be awarded toward Associate Degree requirements as follows:

*Three units of credit towards LACCD Associate Degree general education Area E: Health and Physical Education (Administrative Procedure 4100)

*Three units of elective credit toward the 60 units required for an associate degree

1. Application Requirements

    *Complete an LACCD Application

    *Arrange for all transcripts (including AARTS, SMART, and CCAF) and other application materials to be sent to the LACCD campus of attendance

    *Provide verification of U.S. Military service as follows:

    ■ Military Personnel on Active Duty: documentation must verify at least 181 days of active duty

    ■ Former Military Personnel currently NOT on Active Duty: Active Duty documentation (DD 214) must indicate student's length of service, which must include 181 days of active duty.

2. Acceptable Documentation for Verifying Military Course Completion

    *Army/American Council on Education Registry Transcript System (AARTS)

    *Form DD 295, "Application for the Evaluation of Learning Experiences During Military Service."

    *DD Form 214, "Armed Forces of the United States Report of Transfer or Discharge."

    *Course completion certificates

    *Sailor/Marine American Council on Education Registry Transcript (SMART)

    *Community College of the Air Force (CCAF) Transcript

    *Defense Acquisition University (DAU) Transcript

3. There is no LACCD residency requirement. Students may receive military credit upon entrance to any college within the LACCD.

4. Transcript Annotation - *The student's academic record shall be clearly annotated to reflect that credit was earned by assessment of prior learning in keeping with the provisions of Administrative Procedure 4235.

JST, SMART, CCAF, and DAU transcripts may be evaluated for additional military credit. Military transcripts are evaluated based on the recommendations of the ACE Military Guide. Credit may be used to fulfill LACCD General Education, area of emphasis, certificate or elective degree requirements.

For more information, please see the Veterans Counselor in the Veterans Resource Center.

Update Effective Winter 2023

ARTICULATION AGREEMENTS

To assist students with transfer to four-year institutions, articulation agreements have been established with California State Universities, University of California campuses and some independent California and out-of-state colleges. These agreements define courses at Los Angeles Valley College that satisfy many lower division major requirements and/or General Education requirements at four-year institutions.

ASSIST (http://www.assist.org) is a computerized student transfer articulation information system. It displays reports of how California community college courses can be applied when transferred to California State Universities and University of California campuses. ASSIST is the official repository of articulation for California's public colleges and universities, and therefore provides the most accurate and up-to-date information available about student transfer in California.

Interstate Passport is a general education plan designed to meet the lower division general education requirements at participating institutions nationwide. Students wishing to transfer to a participating institution may use the Interstate Passport to meet the lower division general education requirements at that institution when they transfer. https://www.lavc.edu/student-services/counseling/interstate-passport

Students should check the catalog of the college of intended transfer and meet with a counselor for additional information about major programs and requirements and develop a student educational plan.

CSU CAMPUSES:
- California State University, Bakersfield
- California State University Channel Islands
- California State University, Chico
- California State University, Dominguez Hills
- California State University, East Bay
- California State University, Fresno
- California State University, Fullerton
- California State Polytechnic University, Humboldt
- California State University, Long Beach
- California State University, Los Angeles
- California State University Maritime Academy
- California State University, Monterey Bay
- California State University, Northridge
- California State Polytechnic University, Pomona
- California State University, Sacramento
- California State University, San Bernardino
- San Diego State University
- San Francisco State University
- San José State University
- California Polytechnic State University, San Luis Obispo
- California State University San Marcos
- Sonoma State University
- California State University, Stanislaus
- California State University, Office of the Chancellor

UC CAMPUSES:
- UC Berkeley
- UC Davis
- UC Irvine
- UCLA
- UC Merced
- UC Riverside
- UC San Diego
- UC San Francisco
- UC Santa Barbara
- UC Santa Cruz

PRIVATE COLLEGES/UNIVERSITIES:
Azusa Pacific University, Biola University, California Lutheran University, Fashion Institute of Design and Merchandise, Loma Linda University, Loyola Marymount University, Mount St Mary's University, National University, Pepperdine University Seaver College, Pepperdine University School of Business, University of La Verne, University of Phoenix, University of the Pacific, University of San Francisco, University of Southern California, Western Governors University, Woodbury University

INTERSTATE PASSPORT PARTICIPATING INSTITUTIONS:

ALABAMA
- Air University/Community College of the Air Force
- Athens State University
- Stillman College

ALASKA
- University of Alaska Anchorage
- University of Alaska Fairbanks
- University of Alaska Southeast

CALIFORNIA
- Cerritos College
- East Los Angeles College
- Los Angeles City College
- Los Angeles Harbor College
- Los Angeles Mission College
- Los Angeles Pierce College
- Los Angeles Southwest College
- Los Angeles Trade-Tech College
- Los Angeles Valley College
- West Los Angeles College

COLORADO
- Adams State University
- Fort Lewis College

HAWAI'I
- Chaminade University of Honolulu
- Hawai'i Community College
- Honolulu Community College
- Kapi'olani Community College
- Kaua'i Community College
- Leeward Community College
- University of Hawai'i Maui College
- University of Hawai'i at Hilo
- University of Hawai'i at Mānoa
- University of Hawai'i – West O'ahu
- Windward Community College

IDAHO
- College of Eastern Idaho
- North Idaho College

ILLINOIS
- The Chicago School of Professional Psychology

MINNESOTA
- Concordia University, St. Paul

MISSISSIPPI
- Mississippi State University

MONTANA
- Miles Community College
- Montana State University – Billings
- Salish Kootenai College
- University of Montana

NEVADA
- Nevada State College
- Truckee Meadows Community College
- University of Nevada Reno

NEW MEXICO
- New Mexico State University
- San Juan College
- Doña Ana Community College
- New Mexico Highlands University

NORTH CAROLINA
- North Carolina A & T State University

NORTH DAKOTA
- Lake Region State College
- North Dakota State College of Science

OREGON
- Western Oregon University

SOUTH CAROLINA
- Greenville Technical College

SOUTH DAKOTA
- Black Hills State University
- Dakota State University
- Northern State University
- South Dakota School of Mines & Technology
- South Dakota State University
- University of South Dakota

TEXAS
- Dallas College
- Texas A&M University – Central Texas

UTAH
- Salt Lake Community College
- Snow College
- Southern Utah University
- The University of Utah
- Utah State University
- Utah Valley University
- Utah Tech University
- Weber State University

WASHINGTON
- Heritage University
- Washington State University

WYOMING
- Casper College
- Laramie County Community College
- University of Wyoming
- Western Wyoming Community College