CALIFORNIA STATE UNIVERSITY DOMINGUEZ HILLS

extended education

Summer 2006

College of Extended & International Education

Access   *Quality*   *Innovation*

PROGRAMS OF EXTENDED EDUCATION

Extension

Credit and non-credit courses, career certificates, training and certification programs in a variety of subject areas designed for academic, professional and personal enrichment.

American Language & Culture Program

Intensive English programs for international students, business people or new residents who wish to improve their English language skills.

Center for Training & Development

Custom-designed training programs for business, industry, government and non-profit organizations are available through this unique service.

Distance Learning

Programs delivered to homes, schools, community and work sites using webcasting, cable, video-conferencing and online computer.

Special Sessions

Credential, certificate and degree programs offered throughout the year.

Learning in Retirement

Learning in retirement and lifelong learning programs, lecture series, and networks for seniors.

Open University

Access to regular University classes for those who have not been admitted to the University.

OPEN UNIVERSITY

see page 85

REGISTER TODAY

Mail to CSU Dominguez Hills, Extended Education, EE 1100, 1000 East Victoria Street, Carson, CA 90747

Stop by the Office of Extended Education on Campus 1000 East Victoria Street, Carson, CA.

Register by Toros **TOUCHTONE** (310) 243-2000

BY Voice PHONE: You may register by phone with your VISA, Discover or MasterCard by calling (310) 243-3741.

FAX to Extended Education, (310) 516-3971

By ToroWeb http://cs105.csudh.edu

CALIFORNIA STATE UNIVERSITY DOMINGUEZ HILLS

extended education

Cover design by Judith Reeder.

The bull or "toro" is the CSUDH mascot.

Summer 2006

Quick Reference

Questions?
GENERAL INFORMATION 1-877-GO-HILLS

Open University is a program that permits members of the community to take regular University classes offered on the California State University, Dominguez Hills campus without going through the formal admissions process. Essentially, it "opens University" courses to the general public. Open University can help you update your professional skills or simply allow you to rediscover the joys of exploring new frontiers of learning.

Open University makes it possible for you to begin or continue your education for any purpose you may have. Open University is for you if you

- Missed the deadline for admission to the regular resident program
- Want to examine a particular field before actually enrolling in a degree program
- Want to update your professional training
- Are not able to attend on a continuous basis
- Have been disqualified or are otherwise ineligible for admission and need to raise your GPA

For more information 310-243-3741 • www.csudh.edu/open

OPEN UNIVERSITY

see pg 85

FREQUENTLY CALLED NUMBERS

(310) 243-

American Language & Culture Program	3830
Business Administration Advisement	
Undergraduate	3561
Graduate	3465
Disabled Students Services	3360
Extended Education	3741
Financial Aid	3647
Nursing	2120
Open University	3741
Pre-Admission Advising	3696
Graduate Education	3524
Teacher Education	3522
Testing Office	3909
University Advisement	3538

Although this bulletin was prepared on the basis of the best information available at the time, all information is subject to change without notice or obligation including instructors, the class offerings and class descriptions, and statement of tuition and fees.

Spring Intersession 2006

May 22 - June 30
Registration Begins April 10

Catch up or get ahead on your classes
For further information:
www.csudh.edu/springin
eereg@csudh.edu
310-243-3741
see page **69**

What's Inside

**BUSINESS AND
ORGANIZATIONAL TRAINING**

Sexual Harassment

Understanding the Issues & the Law
This course is designed for business owners, managers, supervisors, and administrators. Participants will receive an overview of sexual harassment law and learn to design policies and procedures for their organizations. The workshop format features role playing and practical examples of real life scenarios.

On-site training is available.

For more information:
Call Jason Vogel (310) 243-3355
Email jvogel@csudh.edu or
Visit the website
www.csudh.edu/extendeded

Youth Summer Camps
Fun/Educational/New Friends/New Experiences DON'T MISS OUT!

Parents are you worried sick about what you are going to do with you children this summer. Idle time is the number one reason why kids find trouble. Allow us to take on the challenge. This summer we have camps to fit any kid's interests. Our variety of camp offerings will allow your daughter or son to explore not only their physical strengths but their intellectual as well. Why have your kid sitting around playing video games all summer when he can attend our **VideoGame.Net Experience Camp**

VideoGame
THE VIDEOGAME.NET EXPERIENCE
Cutting-edge art and technology
SUMMER CAMPS

and learn how to create those same video games. This is the fastest growing industry in the world with thousands of jobs being created everyday, why not allow you daughter or son explore a career in this industry. Maybe you're looking more towards a sports camp, then allow our college coaches to teach your child the correct techniques and mind frame to have success this little league season. Besides the obvious benefits of the camps they will also get to experience a college campus to get them thinking towards their future.
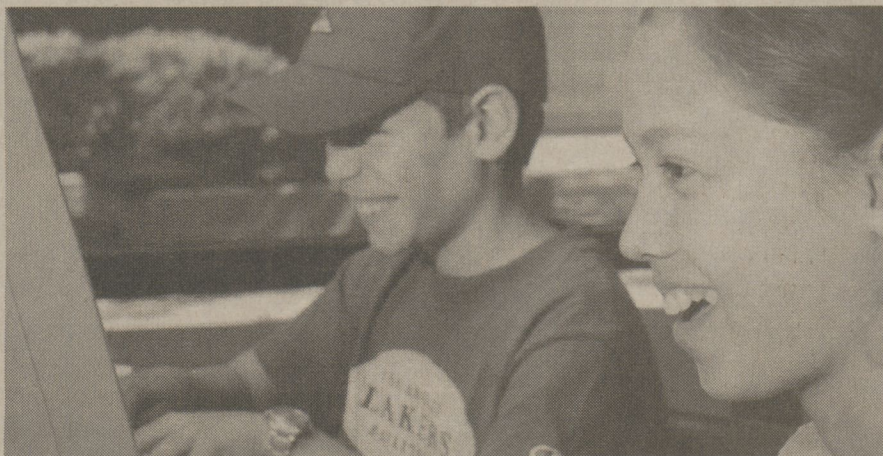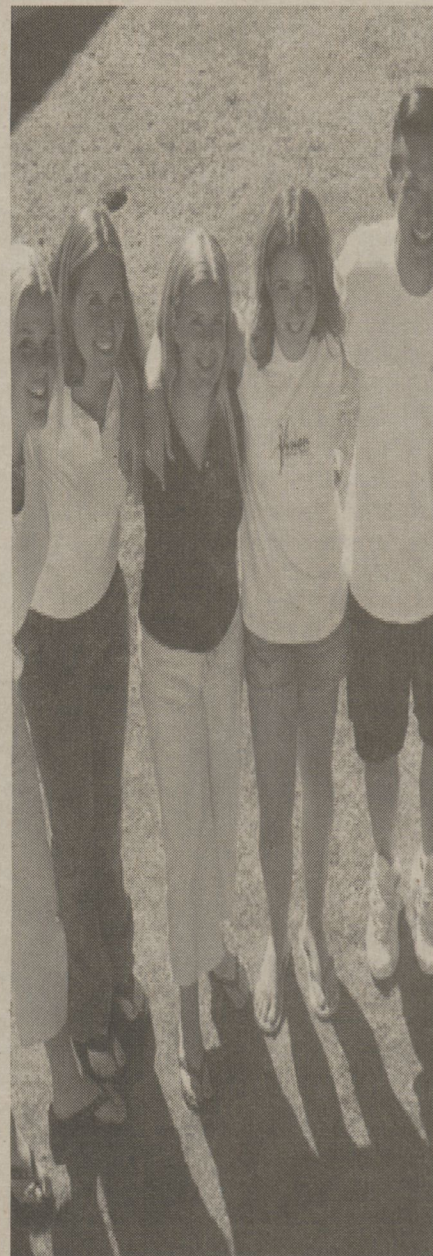
Center for Training & Development

### Invest in your most valuable resource, your employees!

Imagine all the resources of an established University accessible to your organization. The College of Extended & International Education (CEE) houses the Center for Training and Development (CTD) which has served the needs of businesses in the community for several decades. The College has a broad network of partners which helps us identify solutions to the issues impacting your business performance. Consider the CTD a one stop shop for all your training needs. CTD offers flexibility in curriculum, scheduling and location. This year owners will be re-investing in their businesses--donít be left behind. Make sure your employeesí skills are upgraded so that you stay competitive. It is our goal to provide quality instruction and training to our clients.

WHY CHOOSE THE CENTER FOR TRAINING AND DEVELOPMENT?

- TRAINING DEVELOPED SPECIFICALLY TO MEET YOUR ORGANIZATIONS NEEDS
- TRAINING ON SITE, ON CAMPUS, ON LINE OR AT A LOCATION CONVENIANT TO YOU
- EDUCATORS AND PRACTITIONERS DELIVERING PROGRAMS THAT APPLY THE LATEST THEORIES AND TECHNIQUES
- TRAINING AND SERVICES OFFERED AT RATES LOWER THAN MOST PRIVATE ORGANIZATIONS
- TRAINING THAT DELIVERS IMMEDIATE OUTCOMES AND BOTTOM LINE RESULTS

SELECT FROM THE FOLLOWING GENERAL TOPICS TO DESIGN YOUR CUSTOMIZED TRAINING PROGRAM:

- Human Resources
- Business Skills
- Advanced Business Skills
- Customer Relations
- Management Skills
- Communication Skills
- Organizational Development
- Computer Training
- Professional and Technical Writing
- Quality Systems Certification Training
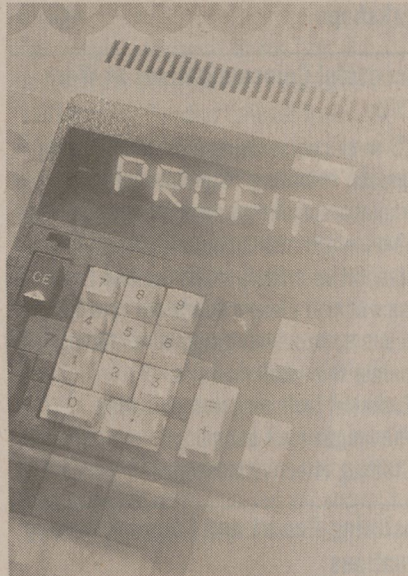
- English as a Second Language
- Environmental and Occupational Heath and Safety
- CISSP
- ISO 9000
- Six Sigma
- Lean practices
- Safety and Security
- Small Business Development
- Geographic Information Systems

PLEASE FEEL FREE TO CALL OR EMAIL IF YOU HAVE QUESTIONS REGARDING TRAINING OR BUSINESS DEVELOPMENT:

For more information:
call Jason Vogel 310-243-3355

Email jvogel@csudh.edu or
Visit the web site at
http://www.csudh.edu/extendeded

Employment Training Panel (ETP)

Attention Employers!

Do your employees possess the knowledge and skills to outperform those of your competitors?

With today's rapidly changing global economy, simply possessing a technical advantage is not enough to secure a company's competitive position. Businesses today need employees that possess the knowledge and skills necessary to effectively apply the latest technology and industry practices to their business strategies.

The College of International & Extended Education at California State University, Dominguez Hills understands business and is committed to helping businesses achieve their training goals. Since 1998, we have worked with qualified employers to implement customized training programs funded by California's Employment Training Panel (ETP).

Begin realizing your ETP benefits today! Call to find out how your company may benefit from this valuable resource.

For more information:
Call Teresa Stevens (310) 243-3747,
Email tstevens@csudh.edu or
Visit us online at
http://www.csudh.edu/extendeded

OPEN University

Open University is a program that permits members of the community to take regular University classes offered on the California State University, Dominguez Hills campus without going through the formal admissions process. Essentially, it "opens University" courses to the general public.

For more information **310-243-3741**   **www.csudh.edu/open**

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Business Communications

The Program
This program consists of a series of practical courses designed for employees to become confident and effective writers and communicators. The series builds and enhances skills in key areas of communication. Activities include a variety of in-class and out-of-class assignments to produce improved communication in the work place.

What You Will Learn
Students will learn how to determine the objectives for each writing task; follow conventional business formats to write memos, letters, reports, summaries and e-mails; write effective sentences and paragraphs; use proper punctuation; use appropriate diction and tone for verbal communication; plan and deliver presentations; determine strategies for composing various types of letters and memos, and collaborate on a writing task.

Who Should Attend
Managers, supervisors, administrators, administrative assistants, and support staff

Special Features
Business Communications courses may be tailored to fit the needs of your corporation, public agency or not-for-profit organization.

Certificate Requirements
A Certificate of Completion is awarded upon successful completion of each course. Continuing Education Units (CEUs) are available.

Courses
Successful Communications at Work
Mastering Report and Complex Writing
   Situations
Mastering Oral Presentations
Listening and Communicating as a
   Professional
Critical Thinking, Reading and Evaluation In
   Business Writing

Workshops

Successful Communications at Work
3 CEUs
A 15-week course using a problem solving approach to writing. Standard and workplace-specific correspondence, reports, memos, electronic communications, collaborative models of writing and the basics of oral presentations are covered. The course has been designed as three separate five-week modules:
• Essential tools for communicating
• The language of business
• Crafting effective messages

Mastering Report and Complex Writing Situations
1.5 CEUs
A five-week workshop that builds on the Successful Communications at Work course. This course examines typical short and long reports written by supervisors and managers.

Mastering Oral Presentations
1.5 CEUs
A five-week workshop that builds on the Successful Communications at Work course. This course identifies the occasions for professional speaking ranging from brief reports at the workplace to multifaceted oral presentations for outside audiences using visual materials.

Listening and Communicating as a Professional
1.5 CEUs
A five-week workshop that builds on the Successful Communications at Work course. This course focuses on several types of verbal and nonverbal communication including paralinguistic and kinesthetic communications as well as communications in the context of corporate culture and for international audiences.

Critical Thinking, Reading and Evaluation in Business Writing
1.5 CEUs
A five-week workshop that builds on the Successful Communications at Work course. This course covers the analysis of logic, purpose organization and tone in business communication with the goal of improving critical thinking and evaluation skills in reading and business writing.

For more information:
Call (310) 243-3730
Visit the website
www.csudh.edu/extendeded

Extended Education Facilities
California State University Dominguez Hills

Spurred by the explosive growth in its programs, the Division of Extended Education has built a complex of buildings to serve campus and community groups as a location for new credit and noncredit instructional programs offered by the division. The buildings were financed entirely through revenues generated by the Division of Extended Education. No state funds were used.

Design
The complex, designed by the firm of Dougherty & Dougherty, has garnered an "Outstanding Building" award from American School & University magazine. The independent functions of Extended Education are expressed in three buildings. The registration building reaches out toward the center of campus and is centrally located as the primary hub of activity. Next to the registration building are the classrooms, as students are able to register and attend classes all in the same complex. Finally, the administration building is formally located at the corner of the site, providing public access facing north and service access to the rear. Flexible space allows for the continued evolution of educational technology as well as changing educational needs.

Environmentally responsive design techniques include natural and high-efficiency lighting, sunshading, energy-efficient air-distribution systems and easily maintained building materials.

The complex is available for classes, seminars, video conferencing and other events.
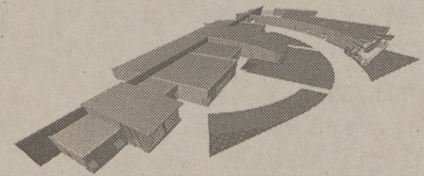
Facilities
- 10 classrooms
- Lecture Hall
- Executive Conference Room
- Warming Kitchen
- Administrative and registration offices

Classroom Features
- 42" Plasma Screen
- CPR with OC3 Internet Access
- VCR/DVD Players
- Video Presenter Camera/Projection Capability
- Wireless Network
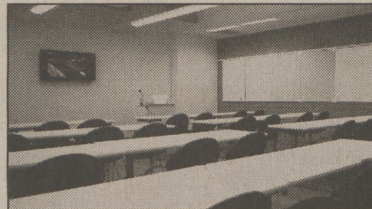
Conference Room Features
- 42" Plasma Screen
- CPR with OC3 Internet Access
- VCR/DVD Players
- Video/Presenter Camera/Projection Capability
- Video/Audio Conferencing
- Warming kitchen
- Patio

Lecture Hall/Theater Features
- 150" Motorized Projection Screen
- CPR with OC3 Internet Access
- VCR/DVD Players
- Video/Audio Conferencing
- Video/Presenter Camera/Projection Capability
- Wireless Network
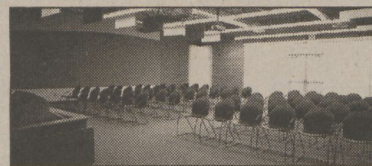
For more information:
call Teresa Stevens at (310) 243-2012 or (310) 243-3737
email: tstevens@csudh.edu
for pricing, scheduling and catering information.

Spring Intersession 2006

May 22 - June 30
Registration Begins April 10

Catch up or get ahead on your classes
For further information:
www.csudh.edu/springin
eereg@csudh.edu
310-243-3741

Master of Science in Engineering Management (MSEM)

NEW!

Online!

The Program
The Master of Science in Engineering Management (MSEM) is an online program jointly developed and offered by the College of Engineering, California State University, Long Beach (CSULB) and the College of Business Administration and Public Policy, California State University, Dominguez Hills (CSUDH). The program, offered entirely online has been designed to meet the needs of the practicing engineers and technical professional who are bound by time and place.

What You Will Learn
The MSEM is an interdisciplinary degree program that integrates technical, financial, and organizational requirements of technical projects. It is designed to assist engineers to become effective managers by providing them with knowledge, tools and methodologies of both engineering and management disciplines.

Employment Outlook
It is well-known that almost two-thirds of all engineering personnel eventually become managers in their professional careers. The MSEM degree is designed to assist experienced, working engineers to become managers by providing them with specific knowledge, tools, and methodologies of both engineering and management disciplines.

The MSEM is an interdisciplinary degree that integrates the development of management and engineering skills, focusing on a problem-solving approach in the synthesis of technical, financial, and organizational requirements for engineering projects in a rapidly changing business and technical environment.

The CSULB College of Engineering is primarily responsible for the engineering component of the program, and, similarly, the CSUDH College of Business Administration and Public Policy has the primary responsibility for the business and management components of the program.

Who Should Attend
In summary, upward bound engineering, technical, and managerial professionals may be greatly benefited by availing themselves of the advancement offered by the MSEM online program.

For further information:

Visit the website
www.csulb.edu/colleges/coe/msem

CSU Long Beach
College of Engineering
Dr. Mihir K. Das, Joint Director
mdas@csulb.edu

CSU Dominguez Hills
College of Business Administration
and Public Policy
Dr. Kenneth Poertner, Joint Director
kpoertner@soma.csudh.edu

Master of Business Administration MBA Online

The Program

The MBA at CSUDH provides a solid qualification in business management with courses that are wide-ranging in content, covering the essential areas of knowledge and skills required in today's competitive business environment. The curriculum is focused on providing students with the tools for solving business problems and making decisions within the framework of a strategic plan. The MBA is designed not only to impart the knowledge of accounting, economics, finance, management, and marketing but also to equip graduates with the foundation for effective team building, quantitative and qualitative decision making, and creative problem solving.

Special Features

The MBA can be completed entirely online through the MBA Online Program. Courses feature a high level of interaction between faculty and students and between students. Each class combines text materials, lecture videos, case studies, group interaction among students, threaded discussions, interactive netmeetings and video conferencing.

> In 1997, Forbes magazine identified CSUDH as one of the top 20 Cyber Universities in the United States, recognizing its leadership in distance learning.

The 30 unit MBA curriculum can be completed online within 15 months through the CSUDH MBA Online Program. All MBA courses are three (3) credit units each and are offered on a twelve (12) week schedule.

The program is offered in four (4) terms or sessions each year. Students can enroll and begin studies in any of the four terms.

The curriculum consists of the following components:

Prerequisite Coursework

Required Core Courses	21 Units
Electives	9 Units

Prerequisite coursework covers nine business core competency areas that provide the necessary background for advanced graduate study. Competency areas consist of the disciplines listed below:

- Financial Accounting
- Marketing
- Business Law
- Economics
- Management
- Operations Research
- Finance
- Information Systems
- Business Statistics

Online!
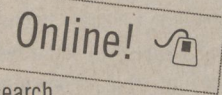
Students who hold an undergraduate degree in business administration, commerce, or a related field from an accredited institution may be deemed to have acquired competency in the core areas if the degree is not more than ten years old and if the core courses were completed with a grade of "C" (or equivalent) or higher.

Students who hold an undergraduate degree in a field other than business administration or a related area will be required to demonstrate competency in the business core areas. Competency can be demonstrated by completing necessary coursework at an accredited institution prior to beginning graduate studies at CSUDH or by completing appropriate bridge courses offered through the MBA Online Program.

> The Master of Business Administration (M.B.A.) Distance Learning program at California State University, Dominguez Hills (CSUDH), has been rated among the top 10 least expensive among major universities in America according to a national survey. GetEducated.com, LLC

For more information:
call (310) 243-2714
Kenneth Poertner, Program Director
kpoertner@csudh.edu
or Cathi Ryan, Program Coordinator
cryan@csudh.edu
Fax: (310) 516-4178
or visit the web site
http://mbaonline.csudh.edu/

Special Major Bachelor of Arts Degree

A Special Major degree for those who have completed the Production and Inventory Control Certificate Program

The Program

Students who have completed the Production and Inventory Control program at California State University, Dominguez Hills, are invited to apply the credits earned to a bachelor's degree program as part of a unique program entitled Special Major. Through this program, students can integrate their studies in Production and Inventory Control with at least two other disciplines to obtain the degree. Working with an advisory committee, participants design a path that best suits their individual and career objectives. Working adults and their employers will appreciate the career-specific approach of this innovative course of study.

Eligibility Requirements

Formal admittance to the University is not required for participation in the LAPICS Certificate program, but is required for participation in the balance of the Bachelor's Degree Program. All students are required to pay extension tuition for LAPICS courses. Students desiring to enter the University to earn a Special Major BA must follow standard University application procedures as outlined in the University Catalog

Program Requirements

The Special Major Bachelor of Arts degree requires the completion of 124 semester hours including both lower and upper division course work. Participating students must complete all general studies program requirements (52-59 semester units) and integrate at least one other discipline outside of the College of Business and Public Policy with the LAPICS units to achieve a total of 24 units of upper division credit to complete the Special Major. Students must also complete an acceptable University minor.

Other graduation requirements are listed in the general University Catalog.

The minimum requirement for the Special Major is 24 semester units of approved upper division work. The credit hours earned while completing the Production and Inventory Control Certificate serve as the foundation for the Special Major. The remaining upper division credit hours, in consultation with the student's advisory committee, should be chosen from at least one other department outside the School of Management. Although not limited to these fields, possible areas of upper division course work might include: Labor studies, computer science, communication, health care/medical technology, Chicano/a studies, Spanish, sociology/anthropology, adult education, applied studies, and public relations (communications).

Students should remember that proposed upper division course work may have prerequisites that must be met prior to enrolling in class. Please check the University Catalog for further information.

Residence Requirements

A minimum of 30 semester units (of which 24 must be upper division units) must be completed in residence at CSU Dominguez Hills. This does not include the credits earned as part of the LAPICS certificate program because credits earned through extension are not considered residence credit. Please see the University Catalog for other residence and transfer credit requirements.

The Minor

In addition to the Special Major, participating students are required to complete a regular academic minor.
Examples of minors that might be of interest, and the number of units required to complete each include:
• Accounting (15 units)
• Business Administration (30 units)
• Business Information Systems (15-16 units)
• Communications (12 units)
• Computer science (34 units)
• Health Science (15 units)
• Labor Studies (15 units)
• Chicano/a Studies (18 units)
• Public Administration (15 units)
• Sociology (15 units)
• Spanish (12 - 24 units)

University Requirements

A student working towards the Special Major LAPICS degree is subject to university-wide policy relative to admission, scholastic standards and graduation requirements (please refer to the University Catalog). A maximum of 24 semester units through extension, correspondence and the United States Armed Forces Institute may be accepted toward a bachelor's degree. Each LAPICS course successfully completed counts as 3 of the 24 acceptable units.

Sample Programs

For complete requirements, please consult the University Catalog (www.csudh.edu/catalog/200507/index.htm) program advisor. Additional prerequisite units may be required in the major and minor.

For more information:
Contact Scott MacKay,
Director of Extension Programs
(310) 243-2425
email smackay@csudh.edu or
visit the web site
http://www.csudh.edu/extendeded

Construction Project Management
Certificate of Completion

The Program
This course is designed to provide students with the knowledge and skill sets needed to successfully manage projects in today's construction industry.

What You Will Learn
Students will gain practical knowledge and skills needed to manage and/or supervise projects in today's construction industry. Students will learn how to successfully plan, manage and coordinate construction projects and activities including an understanding of project budgets, construction law and construction safety.

Who Should Attend
This innovative and timely program is designed for construction personnel, architects, engineers, property owners, developers and those who wish to develop and expand their managerial skills in construction.

Eligibility Requirements
There are no prerequisites required for the program. A background in construction and/or construction management is desirable.

Special Features
All program instructors are experienced practitioners in their field of expertise. They bring practical application of project management practices to their classes. All classes are scheduled in the evenings on the CSUDH campus at the Extended Education complex to meet the needs of working adults. Courses are offered for Continuing Education Units (CEUs). Nationally recognized standards govern attendance requirements to earn CEU credit. A permanent record of attendance is established and students may obtain a copy of their transcripts by calling the Records Office at (310) 243-3621.

Certificate Requirements
A Certificate of Completion is awarded upon successful completion of eight required courses. Those who do not wish to pursue a certificate may take individual courses
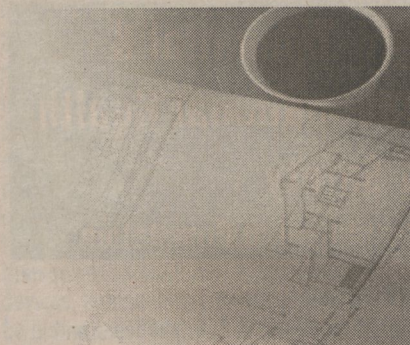
Courses

Required Courses
Plan Reading	CMX 903
Estimating	CMX 902
Construction Safety	CMX 926
Law for Construction	CMX 921
Construction Accounting	CMX 904
Financing Real Estate Acquisitions	CMX 905
Bidding & Scheduling	CMX 925
Field Project Management	CMX 920

Program Instructors

Mike Gugert, Director of Construction, Irvine Apartment Communities Inc., The Irvine Company; Investment Properties Group with 24 years of Domestic and International Construction experience

W. John (Jack) Irwin II, PE: Mechanical Engineer and Building/Construction Consultant with 30 years experience in construction, design, management, construction claims and disputes

Larry Kaltman, Architect and General Contractor, has over 40 years of experience in design and building

Paul Makris, PE, PSP, JD, Vice President of Delta Consulting Group, Inc. has over 30 years of experience in construction, engineering, construction management, forensic engineering, and claims analysis

Art Robitaille, MS. Licensed Contractor and Safety Consultant with over 40 years of experience in the construction industry

David Stern, Founder and President, Westec Construction, Inc. David has over 30 years of experience in the construction industry

SCHEDULED CLASSES

Construction Safety
1.8 CEUs

This course provides an overview of safety procedures, regulations and their application as they apply to the Southern California construction industry. Also included will be a series of lectures supported by printed material given by an industry working safety specialist. Areas such as fall protection, working in confined spaces, excavation safety procedures, CAL/OSHA regulations and procedures, and Federal OSHA are covered.

Date:	May 25 - Jun 29
Time:	Thu 6:30-9:30pm
Meetings:	6
Location:	CSUDH EE 1205
Fee:	$198
Instructor:	**Michael Gugert**
Course No.:	CMX 926 Sec 01
Reg. No.:	38759

CONSTRUCTION PROJECT MANAGEMENT Eight Required Classes						
Course No.	Title	CEUs	Sum 06	Fall 06	Spry 07	Sum 07
CMX 903	Plan Reading	1.2		●	●	
CMX 902	Estimating	1.8		●	●	
CMX 926	Construction Safety	1.8	●		●	●
CMX 904	Construction Accounting	0.9		●		●
CMX 921	Law for Construction	1.8	●	●		●
CMX 905	Financing Real Estate Acquisitions	0.6	●		●	●
CMX 925	Bidding & Scheduling	1.8		●		
CMX 920	Field Project Management	1.8		●	●	
(subject to change)						

Construction Project Management
Certificate of Completion
(continued)

Law for Construction
1.8 CEUs

This course provides an overview of the legal system: contractor's license law, contract laws, real estate law, labor law, OSHA, employment law, litigation and arbitration, contractor's liability in tort-negligence, mechanic's liens, plus basic contract principles and responsibilities.

Date:	Jul 25 - Aug 29
Time:	Tue 6:30–9:30pm
Meetings:	6
Location:	CSUDH EE 1210
Fee:	$ 198
Instructor:	Paul Makris
Course No.:	CMX 921 Sec 01
Reg. No.:	38760

Financing Real Estate Acquisitions
.6 CEUs

This course will focus on the nature of development projects, sources of funds, mortgages, permanent and construction loan processing and administration for both portfolio and for the sale projects.

Date:	Aug 26
Time:	9am-4pm
Meetings:	1
Location:	CSUDH EE 1218
Fee:	$90
Instructor:	David Stern
Course No.:	CMX 905 Sec 01
Reg. No.:	38758

For more information:
Call Babette Wald at (310) 243-3730
Email bwald@lists.csudh.edu or
Visit the website
www.csudh.edu/extension/cmx.htm

Environmental & Occupational Health & Safety
Certificate of Completion

The Program
Designed for Health & Safety officers and those planning to enter the field, this program will provide skills and fulfill requirements necessary to function in a Health and Safety Department and to administer health and safety programs in an industrial setting.

All program instructors are experienced practitioners in their field of expertise. Courses are offered at convenient times to meet the needs of working adults.

On-site instruction is available.

Who Should Attend
The program will meet and satisfy ongoing CEU requirements for safety officers, registered environmental assessors, certified safety professionals, certified industrial hygienists, professional engineers and safety and industrial nurses. Supervisors, company owners, top and middle management, loss control representatives, worker compensation administrators, risk management personnel, general managers and superintendents will also find this program a valuable and important means of gaining professional knowledge.

Eligibility Requirements
This program is open to all students interested in learning more about environmental and occupational health & safety.

Special Features
Courses are offered for Continuing Education Units (CEUs). Nationally recognized standards govern attendance requirements to earn CEU credit. A permanent record of attendance is established and students may obtain a copy of their transcripts by calling the Records Office at (310) 243-3621. CSUDH is an MCLE Provider (#3897) for HEX 946.

Certificate Requirements
A Certificate of Completion is awarded upon successful completion of six required courses plus one elective course. Elective courses are offered to suit the needs of individuals from various industries. Classes may be taken in any order according to individual needs. **Students not pursuing the certificate may take individual courses**.

Courses

Required Courses

Foundations of Safety and Health Program Administration	HEX 981
Recognition and Control of Workplace Hazards	HEX 979
Industrial Accident Investigation	HEX 946
CAL OSHA Law	HEX 960
Introduction to Workers' Compensation	HEX 947
Introduction to Industrial Hygiene	HEX 950

Elective Courses (Choose One)

Industrial Machine Guarding	HEX 936
Industrial Hygiene Instrumentation and Sampling	HEX 955
Bloodborne Pathogens	HEX 956
Ergonomics	HEX 920
CAL OSHA Appeals Procedures	HEX 978
Mold Assessment & Remediation	HEX 987

(HEX 987 can be substituted for HEX 950)

Special Topics	HEX 995

Advisory Committee
Byron Jamerson, BS, RSSP, Vice-President, IASP

D.M. "Skip" Clark, BS, RSSP, Manager of Safety & Industrial Hygiene, Boeing

James L. Unmack, CSP, CIH, PE, Vice President, Unmack Corporation

Jeffrey L. Malek, JD, Attorney at Law, Malek & Malek Law Firm
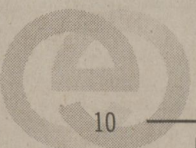
Joanette Alpert, MS, PT, CIE, CPE, Vice President of Woodward, Alpert & Assoc.

John A. O'Toole, Ph.D. RSSP, Board Chairperson, Principal Safety Consultant, General Safety Services,

Joseph M. Kaplan, President Emeritus, Los Angeles Safety Council

Linda Hunter, RSSP, Certified Trainer, Zee Service Company

Michael Nicolas, President, California Loss Control

Environmental & Occupational Health & Safety
Certificate of Completion
(continued)

SCHEDULED CLASSES

REQUIRED COURSES

Recognition and Control of Workplace Hazards
2.0 CEUs

A review of chemical and mechanical hazards known to be in the general workplace with an emphasis on logical discovery will be covered. Students will learn how to treat hazards in order to provide a safe and healthy workplace for their organization. Materials included.

Date:	Jun 1 - Jul 13
Time:	Thu 6:30-9:30pm
Meetings:	7
Location:	CSUDH SAC 1106
Fee:	$265
Instructor:	Linda Hunter
Course No.:	HEX 979 Sec 01
Reg. No.:	38840

Introduction to Industrial Hygiene
2.0 CEUs

Introduction to the science and art of industrial hygiene, with emphasis on the different ways of measuring employee exposures to hazardous chemicals and physical agents. Basic toxicology, how chemicals and physical agents interact with the human body, and how people can protect themselves through personal protective devices, engineering controls practices will be discussed. Materials included.

Date:	Jul 8 - Aug 5
Time:	Sat 8am-12:30pm
Meetings:	5
Location:	CSUDH SAC 1106
Fee:	$265
Instructor:	Dan Leiner
Course No.:	HEX 950 Sec 01
Reg. No.:	38843

Introduction to Workers' Compensation
2.0 CEUs

A comprehensive first-time look at the Workers' Compensation system. Emphasis is placed on both the employer's and employee's rights and responsibilities in providing/receiving benefits as applicable. Also, a look at ways to investigate possible Workers' Compensation fraud and abuse. Materials included.

Date:	Jul 20 - Aug 31
Time:	Thu 6:30-9:30pm
Meetings:	7
Location:	CSUDH SAC 1106
Fee:	$265
Instructor:	Michael Nicholas

Course No.:	HEX 947 Sec 01
Reg. No.:	38845

For more information
Please contact Scott Mackay at
(310) 243-2425
smackay@csudh.edu
Visit us on the web
Visit the website
www.csudh.edu/extension/hex.htm

Also see related program in
Safety & Security

Sexual Harassment

Understanding the Issues & the Law

This course is designed for business owners, managers, supervisors, and administrators. Participants will receive an overview of sexual harassment law and learn to design policies and procedures for their organizations. The workshop format features role playing and practical examples of real life scenarios.

On-site training is available.

For more information:
Call Jason Vogel (310) 243-3355
Email jvogel@csudh.edu or
Visit the website
www.csudh.edu/extendeded

Dept #	HEX		CEUs	Sum 06	Fall 06
HEX 981	Foundations of Safety & Health Program Adm.	R	2		●
HEX 979	Recognition & Controls of Workplace Hazards	R	2	●	
HEX 946	Industrial Accident investigation	R	2		●
HEX 960	CAL Osha Law	R	1.5		●
HEX 947	Intro to Workers' Compensation	R	2	●	
HEX 950	Intro. To Industrial Hygiene	R	2	●	
HEX 936	Industrial Machine Guarding	E	1.5		
HEX 955	Industrial Hygiene Instrumentation	E	1.5		
HEX 956	Bloodborne Pathogens	E	1.5		
HEX 920	Ergonomics	E	2		
HEX 978	Cal Osha Appeals Procedures	E	1.5		
HEX 987	Mold Assessment & Remediation	E	3		●
HEX 995	Special Topics	E	1.5		
Subject to change					

Safety and Security
Certificate of Completion

THE PROGRAM

This program provides safety and security personnel with practical, hands-on training in how to implement and maintain a safe and secure work environment according to the Peace Officers Standard of Training (POST) regulatory requirements.

All program instructors are experienced practitioners in their field of expertise. Classes are scheduled in the evenings and/or weekends to meet the needs of working adults.

WHAT YOU WILL LEARN

Course materials will provide security personnel, managers, and supervisors with a ready reference guide that outlines the authority and responsibilities of sworn peace officers and security officers in the following areas of responsibility:

- Professional Orientation
- Taking Suspects into Custody
- Introduction to California Constitutional Law
- Lawful Detention
- Basic Concepts of Criminal Law
- Major Penal Codes
- Laws of Arrest
- Use of Force

WHO SHOULD ATTEND

Individuals interested in learning how to implement and maintain a safe and secure work environment including:

- Security personnel
- Managers
- Supervisors
- Security Officers who need to fulfill POST regulatory requirements

ELIGIBILITY REQUIREMENTS

This program is opened to all students interested in learning more about workplace safety and security practices.

SPECIAL FEATURES

This program is recognized and approved by the California Society of Safety & Security Professional.

Courses are offered for Continuing Education Units (CEUs). Nationally recognized standards govern attendance requirements to earn CEU credit. A permanent record of attendance is established and students may obtain a copy of their transcripts by calling the Records Office at (310) 243-3621.
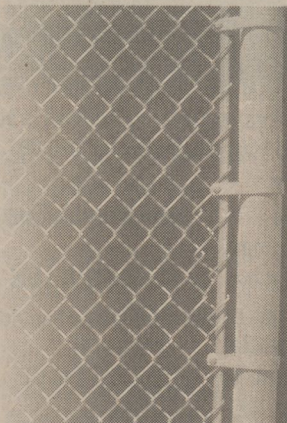
CERTIFICATE REQUIREMENTS

A Certificate of Completion is awarded upon successful completion of six required courses and one elective. Students not pursuing the certificate may take individual courses.

Courses

Required Courses

OSHA Law	HEX 960
Industrial Accident Investigation	HEX 946
Recognition & Control of Workplace Hazards	HEX 979
Introduction to Security Mgt.	HEX 982A
Terrorist Violence in the Workplace	HEX 983
Security and Loss Prevention	HEX 989

Elective Courses

Bloodborne Pathogens	HEX 956
CAL OSHA Appeals Procedures	HEX 978
Terrorist Acts & Natural Disasters	HEX 988

Advisory Committee

Byron Jamerson, BS, RSSP, Vice-President, IASP

D.M. "Skip" Clark, BS, RSSP, Manager of Safety & Industrial Hygiene, Boeing

James L. Unmack, CSP, CIH, PE, Vice President, Unmack Corporation

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Linda Hunter, RSSP, Certified Trainer, Zee Service Company

Michael Nicolas, President, California Loss Control

employers if they are cited.
Terrorist Acts and Natural Disasters

SCHEDULED CLASSES
REQUIRED COURSE

Recognition and Control of Workplace Hazards
2.0 CEUs

A review of chemical and mechanical hazards known to be in the general workplace with an emphasis on logical discovery will be covered. Students will learn how to treat hazards in order to provide a safe and healthy workplace for their organization. Materials included.

Date:	Jun 1 - Jul 13
Time:	Thu 6:30-9:30pm
Meetings:	7
Location:	CSUDH SAC 1106
Fee:	$265
Instructor:	Linda Hunter
Course No.:	HEX 979 Sec 01
Reg. No.:	38840

Advanced Human Resource Management
Certificate of Completion

THE PROGRAM

Rather than focus on a basic understanding of employment wage and hours, and labor laws, this program emphasizes detailed understanding of processes, systems, and practical "how-to" knowledge for administering HR programs and moving into strategic positions on the company management team.

WHAT YOU WILL LEARN

Intended for the seasoned Human Resource Professional, the Certificate of Completion in Advanced Human Resource Management is a series of specific topic areas that focuses on today's important HR management issues.
- Analyzing Human Resources
- Enhancing the Value of Human Resources
- Behavioral Interviewing
- Union Organizing in the Workplace
- Understanding Worker's Compensation
- Ethical Issues in Human Resource Mgt.
- Conductung Workplace Investigations
- Employee Discipline & Termination

WHO SHOULD ATTEND
- Specialists in the Human Resource field who need to expand their knowledge and expertise in all aspects of Human Resource Management
- Business owners and executives
- Business attorneys
- Business consultants
- MBA students

SPECIAL FEATURES

All classes are scheduled in the evenings to meet the needs of working adults. Classes are offered at the Franklin Community Center, 850 Inglewood Avenue, Redondo Beach.

Courses are offered for Continuing Education Units (CEUs). Nationally recognized standards govern attendance requirements to earn CEU credit. A permanent record of attendance is established and students may obtain a copy of their transcripts by calling the Cashier's Office at (310) 243-3812.

CERTIFICATE REQUIREMENTS

A Certificate of Completion is awarded upon successful completion of the required course.

REQUIRED COURSE

Advanced Human Resource Management
BUX 929

ADVISORY BOARD MEMBERS

James D. Vigneau, SPHR, HR Director for Fishking Processors, Inc.

Kent Perkins, PI, President, Allied Management Resources

Millicent Sanchez, Esq. Shareholder-Director, Swerdlow Florence Sanchez Swerdlow & Wimmer

PROGRAM INSTRUCTOR

James D. Vigneau, SPHR, Corporate Vice President of Human Resources and Administration for the Hollyhills Group. He is a lecturer and consultant with over 25 years of experience in the Human Resource field.

SCHEDULED CLASSES

Advanced Human Resources Management
2.4 CEUs

Date:	Jun 19 - Aug 14
Time:	Mon 6:30-9:30pm
Meetings:	8 (No class 7/3)
Location:	Franklin Center 8
Fee:	$498
Course No.:	BUX 929 Sec 01
Reg. No.:	38695

For more information:
Call Babette Wald (310) 243-3730
Email bwald@lists.csudh.edu or
Visit the website
www.csudh.edu/extension/advanhr.htm

Meeting and Event Planning
Certificate of Completion

The Program
Meeting and Event Planning is a multi-billion dollar industry, and corporations are recognizing the need for meeting planners to hone their skills and to become more proficient at what they do. Too much money is at stake! Associations raise much of their yearly operating funds from their annual meeting, and many non-profit organizations raise a high percentage of their funds from special events.

There are several associations of Meeting Professionals with memberships exceeding 25,000 that are dedicated to the education of meeting and event planners. More and more colleges and universities are offering certificate programs as well as degree programs in Meeting and Event Planning.

What You Will Learn
Participants of this certificate program will learn about career opportunities, and mingle with experts in all areas of meeting and event planning such as convention service managers, hotel sales managers, audio visual equipment providers and production company representatives. Participants will also work together on a project to be presented at the completion of the program.

Employment Outlook
What positions might this certificate lead to?
- Meeting Manager
- Meeting Coordinator
- Event Manager
- Event Coordinator
- Wedding Planner
- Training Director
- Trade Show Manager
- Incentive Travel Manager
- Corporate Travel Manager
- Marketing Manager
- Public Relations Manager
- Executive Assistant
- Administrative Assistant
- National Sales Manager
- Executive Director

Who Should Attend
- Those whose responsibilities include coordinating conferences, fairs, weddings, fundraisers, sport programs, social functions, or other types of events.
- Those individuals considering making a career change and seeking a comprehensive introduction to the field of Meeting and Event Planning
- Those working in related fields such as entertainment, lighting, audio/visual, sound, and catering who are looking for additional knowledge to further their skills and enhance their competitive edge.
- Those in the hospitality industry who work with meeting and event planners such as hotel sales and convention service managers.

Elegibility Requirements
No prerequisites are required for the certificate. Some experience in meeting and event planning is helpful, but not necessary.

Special Features
All courses are taught by industry professionals, and are experts at what they do. Our instructors are eager to share their knowledge, and improve the professionalism of the industry.

The courses are scheduled for Saturdays for the convenience of working professionals.

Most classes are offered on the CSUDH campus located at 1000 East Victoria Street in Carson. Some classes will be held off-campus as indicated.

Courses are offered for Continuing Education Units (CEUs). Nationally recognized standards govern attendance requirements to earn CEU credit. A permanent record of attendance is established and students may obtain a copy of their transcripts by calling the Records Office at (310) 243-2000.

Certificate Requirements
A Certificate of Completion will be awarded upon the completion of seven required courses, and one elective. Those who do not wish to pursue a certificate may take individual classes. All courses provide Continuing Education Units (CEUs).

Courses

REQUIRED COURSES
Introduction and Fundamentals of Meeting Planning	MEX 901
Special Event Management	MEX 902
Negotiations and Contracts	MEX 903
Site Selection and Inspections	MEX 904
Marketing and Promotion Financial Management	MEX 905
Food & Beverage Management Room Set Ups	MEX 906
Audio Visual and Technology Today	MEX 907

Elective Courses
(Offered Alternate Semesters)
Planning Global and Incentive Meetings	MEX 908
Wedding Planning	MEX 909

Advisory Board Members
Barry A. Berlin, Vice President, Sports and Entertainment, Wolfgang Puck Catering and Events

Claudia Brett, CMP, Director, Convention Center Sales, Los Angeles Convention Center

Mary Lou Cappel, CSUDH Professor/Coordinator, Recreation & Leisure Studies/Travel & Tourism, California State University Dominguez Hills

Linda Hilton, Director of Sales, Hilton Sales Worldwide

Marjorie Y. Risinger, CMP, Partner, Rosenberg & Risinger

Charmaine Wilkerson, Co-owner, "And Here's Lilly"

Program Instructors
Marjorie Y. Risinger, CMP, is a partner in Rosenberg & Risinger, The Meeting Professionals. She has been a meeting planner for 25 years, and an instructor for Meeting Professionals International, IAEM, PCMA, HSMAI, and LABTA.

Charmaine Wilkerson owns "And Here's Lilly", a full event production company specializing in corporate and social events. She has been on the management team of the last three Presidential Inaugurations, the Opening of the Reagan Library, and the Oscars and Emmy's Governor's Ball.

Gary Rosenberg, CMP, is a partner in Rosenberg & Risinger, The Meeting Professionals and has 20 years of industry experience. He serves on the Board of Directors of the Southwest & Pacific Chapter of the Professional Convention Mgmt. Assoc., is a past president of the Southern California Chapter of Meeting Professionals International.

Meeting and Event Planning
Certificate of Completion
(continued)

Carroll Reuben, holds the Certificate in Meeting Management designation (CMM). She has been a corporate event director for more than 25 years, specializing in high technology events and trade shows. She received the MPI Global Paragon Award for the Best Meetings in 2000.

Michael Herman has managed audiovisual departments of the finest hotels in Los Angeles and Santa Monica.

Marla Harr, CMP, was the winner of MPI's 2000 Global Paragon Award for excellence in meeting planning. She has over 10 years experience in wedding consulting, special events and meeting planning.

Liliana Wilkerson specializes in corporate fine dining, private and off-site entertaining. She has managed events for heads of state and dignitaries, including U.S. Presidents Bush, Sr. and Reagan, Lady Margaret Thatcher, Mikhail Gorbachev, and Prince Andrew, Duke of York.

David W. Finch, CMP is a meeting specialist for Amgen Inc. in Thousand Oaks, CA. He is a certified meeting professional (CMP)

SCHEDULED CLASSES

Introduction and Fundamentals of Meeting Planning
.6 CEUs

This course will answer the following questions: How can I become a meeting professional and what are my opportunities? What types of jobs are available? Should I work for myself or someone else? What salary can I expect to make?

This course will also provide an overview of the industry, and information regarding resources, professional organizations, and career possibilities.

Learn the step-by-step plans to assure that your meeting fits the needs of the audience, creates an environment for learning, stays within budget, and remains on time. This class will not only explain the process, but will provide quick tips for success with identifying goals and objectives, developing timelines and budgets, and establishing a

meeting design. You will learn to write specifications for the venue, establish registration procedures, and manage and evaluate the event.

Date:	Jun 3
Time:	Sat 9am–4pm
Meetings:	1
Location:	CSUDH EE 1218
Fee:	$110
Instructor:	**Carroll Reuben**
Course No.:	MEX 901 Sec 01
Reg. No.:	38854

Negotiations and Contracts
.6 CEUs

To obtain the best contract, it is necessary to learn to negotiate skillfully. This course will help you identify what is negotiable, and how to ask for what your client needs. Specifically, contract clauses and liability issues will be discussed.

Date:	Jun 10
Time:	Sat 9am–4pm
Meetings:	1
Location:	CSUDH EE 1218
Fee:	$110
Instructor:	**Gary Rosenberg**, CMP
Course No.:	MEX 903 Sec 01
Reg. No.:	38556

Special Event Management
.6 CEUs

This course will provide you with tools to improve the effectiveness of your special events. Develop your skills as an Event Manager as you identify the potential challenges to a successful event and select appropriate solutions.

You will be provided with essential information for success for developing profitable planning strategies, identifying event goals and objectives, working with planning committees, and managing volunteers. You will learn to improve catering quality while maintaining budgets, and how to market your event.

Date:	Jun 17
Time:	Sat 9am–4pm
Meetings:	1
Location:	CSUDH EE 1218
Fee:	$110
Instructor:	**Charmaine Wilkerson**
Course No.:	MEX 902 Sec 01
Reg. No.:	38855

Site Selection and Inspections
.6 CEUs

Choosing the right site for an event or meeting is an acquired skill. In this course

you will learn how to conduct the site inspection, which will result in the selection of a suitable venue. Resources that are available for selecting sites will be discussed, as will the steps required to write the RFP.

Date:	Jun 24
Time:	Sat 9am–4pm
Meetings:	1
Location:	(Note: This course will be off campus.)
Fee:	$110
Instructor:	**G. Rosenberg**
Course No.:	MEX 904 Sec 01
Reg. No.:	38857

Food and Beverage Management/Room Set Ups
.6 CEUs

Food and beverages are essential to making an event a success, as is an appropriate room set up. In this course you will learn to work with the catering department to develop exciting and healthy menus, and how to determine the appropriate set up of a room. Tips and tricks for staying within the budget, and the importance of record keeping will be discussed.

Date:	Jul 15
Time:	Sat 9am–4pm
Meetings:	1
Location:	CSUDH EE 1218
Fee:	$110
Instructor:	**Marjorie Y Risinger**, CMP
Course No.:	MEX 906 Sec 01
Reg. No.:	38859

Marketing and Promotion/Financial Management
.6 CEUs

This course will teach you the basics of how to market your event and how to manage your finances. You will learn to set timelines for meeting promotion, how to establish the budget and cash flow, and how to set registration fees. Types of promotional materials will be discussed, as well as important tips for working with designers, typesetters, and printers.

Date:	Jul 8
Time:	Sat 9am–4pm
Meetings:	1
Location:	CSUDH EE 1221
Fee:	$110
Instructor:	**Carroll Reuben**, CMM
Course No.:	MEX 905 Sec 01
Reg. No.:	38858

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Meeting and Event Planning
Certificate of Completion
(continued)

Audio Visual and Technology Today
.6 CEUs

Knowledge of audio visual technology has become more critical in this age of computers and electronics. You will learn about the technology which is available, and how to use the equipment effectively. Topics such as teleconferencing, multimedia, and the planning of successful productions will be discussed.

Date:	Jul 22
Time:	Sat 9am–4pm
Meetings:	1
Location:	CSUDH EE 1213
Fee:	$110
Instructor:	**Michael Herman**
Course No.:	MEX 907 Sec 01
Reg. No.:	38860

Planning Global and Incentive Meetings
.6 CEUs

- How to deal with the languages & money issues
- How to find suppliers
- How to make incentive different from a "typical tour"

This course provides insights into implications of planning global & incentive meetings, including: politics, culture, current affairs, etiquette & protocol; recognizing differences in language & communication, legal & financial matters, culinary choices, shipping & customs, risk assessment & managing travel; valuing the benefits of vendor & supplier partnerships; & accessing available resources through references and checklists. Understanding or previous background in basic meeting planning is preferred.

Date:	Jul 29
Time:	Sat 9am-4 pm (1 hour lunch)
Meetings:	1
Location:	CSUDH EE 1218
Fee:	$110
Instructor:	**David Finch**
Course No.:	MEX 908 Sec 01
Reg. No.:	38861

Try one of our additional seminars to expand your knowledge of Meeting & Event Planning!

Starting Your Own Business in Event Management

This course is for entrepreneur meeting planners who want to start their own business.

Points covered will include:

- Legal and accounting requirements
- Insurance, Marketing; Technology and Communications
- Services and Fees

A wealth of information and interaction will provide essential ingredients to a successful business.

(Note: This course does not count towards the Certificate of Completion in Meeting and Event Planning.)

Date:	Aug 5
Time:	Sat 9am-4pm (1 hour lunch)
Meetings:	1
Location:	CSUDH EE 1218
Fee:	$110
Instructor:	**Carroll Reuben**
Course No.:	NMEP 104 Sec 01
Reg. No.	38862

For more information:
call (310) 243-3741,
email eereg@csudh.edu or
visit the web site
http://www.csudh.edu/extendeded

California Notary 1-Day Exam Preparation

Prepare for the California Notary exam with ease and confidence. All California Notaries must pass a comprehensive test of state Notary laws and procedures. In addition, all California Notaries appointed on or after July 1, 2005, must complete a six-hour Notary training course. This one-day seminar provides the practical training you need to sail through the exam and our program guarantees that you'll pass! The National Notary Association program will provide you with all you need to know about California Notary laws and procedures. You'll also learn tips and tricks to help you with your official duties, and notarize correctly, lawfully and safely.
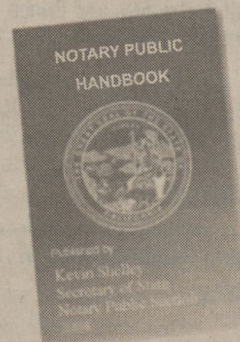
The fee includes the seminar, program workbook, a certificate of completion and a one-year NNA Membership. A Notary exam is given at the end of the day for which you may register. You must pay the State commission fee on the day of the exam. This fee cannot be paid in advance. The commission fee is separate from the NNA seminar fee, and is payable by a separate check or money order made out to the Secretary of State. New and renewing Notaries (applicants applying for the first time and those currently holding a valid commission): $40.00; Retaking exam (applicants with a voucher to retake the exam): $20.00

California Notary 1-Day Exam Preparation

(continued)

Date:	Thu May 11
Time:	8:30am – 4pm
Meetings:	1
Location:	CSUDH EE 1213
Fee:	$159

Date:	Thu Jul 20
Time:	8:30am – 4pm
Meetings:	1
Location:	CSUDH EE 1213
Fee:	$159

Date:	Sat Sep 23
Time:	8:30am – 4pm
Meetings:	1
Location:	CSUDH EE1213
Fee:	$159

Date:	Thu Nov 9
Time:	8:30am – 4pm
Meetings:	1
Location:	CSUDH EE 1213
Fee:	$159

Check-in begins at 8am
To register for this course call National Notary Association: (800) 876-6827 go online: www.NationalNotary.org.

Registration for the preparation class will be accepted in advance until noon the day before the class.
Onsite registration is available only if space permits and a $25.00 late fee will apply.

For more information:
Call (310) 243-3741
Visit the website
www.csudh.edu/extendeded/notary.htm

Two Certificate Programs in Supply Chain Management:
- Production & Inventory Control
- Purchasing

Who Should Attend
The Certificate programs are designed for those who wish to gain a broad education in the principles of supply chain management. Those already in this growing field as well as those anticipating a career change will benefit from this practical training taught by leading professionals currently employed in production and inventory control and/or purchasing. In addition to providing a comprehensive introduction to supply chain management, the coursework is designed to help students prepare for the APICS CPIM Certification Exams or ISM (NAPM) Purchasing CPM Certification Exams. APICS is the Association for Operations Management. ISM is the Institute for Supply Management.

Costs
The tuition fee for a class taken on the CSUDH campus is $420. The fee for courses taken over the Internet is $450 per class.

Books and Materials
Students taking classes on campus should arrange to purchase textbooks and other materials directly from the CSUDH Bookstore. Books for the Production & Inventory Control Internet classes must be ordered through APICS at www.apics.org or for the Purchasing Internet classes through ISM at www.ism.ws

Location
Classes meet on the CSUDH campus in Carson. The classrooms are located in the Extended Education Building. A parking fee of $3.00 per day is charged on campus. Students taking Internet classes do not need to come to campus.

Employment Opportunities
Production & Inventory Control and Purchasing Certificate holders find employment in aerospace, electronics, military, hospitals, retail, and warehousing.

Requirements
Courses are offered three trimesters each year and provide three (3) units of upper division degree-applicable academic credit. Students must complete 5 courses and achieve an over-all grade point average of 2.5 (C+) or better to receive the certificate. The certificate must be completed within 3 years once the student has started the program.

Taking Online Classes from CSUDH
Classes offered via the World Wide Web provide the same curriculum as those offered on campus and at local business and industry sites. Students who feel comfortable sending e-mail and "surfing the web" are prepared to participate in CSUDH Online coursework.

Minimum Computer Requirements
In order to participate, you need an e-mail account and access to the World Wide Web.

LAPICS Year 2006 Schedule						
	Spring		Summer		Fall	
Class	On-campus	Internet	On-campus	Internet	On-campus	Internet
PIX 319	●	●	●	●		●
PIX 331			●			●
PIX 332		●				
PIX 333					●	
PIX 340	●			●		

PURCHASING Year 2006 Schedule						
	Spring		Summer		Fall	
Class	On-campus	Internet	On-campus	Internet	On-campus	Internet
PRX 200		●		●		
PRX 310		●				
PRX 330				●		
PRX 340						●

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Two Certificate Programs in
Supply Chain Management:

- Production & Inventory Control
- Purchasing

(continued)

The minimum computer requirements are a Pentium 2, 32mg RAM, Windows 95, 98 or NT, 56K modem, Netscape 4.0 or Internet Explorer 4.0.

Production & Inventory Control
Certificate Program

**In Cooperation with the
Los Angeles Chapter, APICS (LAPICS)**

Courses

Basics of Supply Chain Management PIX 319
   (PIX319 is the foundation course and
   must be taken first.)

Detailed Scheduling/Planning   PIX 331
Operations Execution/Control   PIX 332
Master Planning of Resources   PIX 333
Strategic Management of Resources PIX 340

Online! 📑

SCHEDULED CLASSES

Summer 2006

Basics of Supply Chain Management
3 Units

Date:	Apr 4 - Jun 27
Time:	Tue 6-9 PM
Meetings:	13
Location:	CSUDH EE 1205
Fee:	$420
Instructor:	Staff
Course No.	PIX319 Sec 01
Reg. No.	38038

Basics of Supply Chain Management
3 Units

(PIX 319 is the foundation course and must be taken first.)
Students explore a broad overview of the field of Supply Chain Management and its role in the functional nature of organizations. The fundamental concepts and specialized vocabulary of this field are covered to prepare students for the remaining classes in the certificate program.

Date:	Apr 4 - Jun 27
Location:	online 📑
Fee:	$450
Instructor:	Joan Hall
Course No.	PIX 319 Sec 41
Reg. No.	38038

Strategic Management of Resources
3 Units

Students explore processes to develop sales and operations plans and identify and assess internal and external demand and forecasting requirements. The course focuses on the importance of producing achievable master schedules consistent with business policies, objectives, and resource constraints.

Date:	Apr 4 - Jun 27
Location:	online 📑
Fee:	$450
Instructor:	Joan Hall
Course No.	PIX 340 Sec 41
Reg. No.	38041

Detailed Scheduling and Planning
3 Units

Date:	Apr 4 – Jun 27
Time:	Tue 6-9 PM
Meetings:	13
Location:	CSUDH EE 1210
Fee:	$420
Instructor:	Staff
Course No.	PIX 331 Sec 01
Reg. No.	38040

Fall 2006

Basics of Supply Chain Management
3 Units

Students explore a broad overview of the field of Supply Chain Management and its role in the functional nature of organizations. The fundamental concepts and specialized

vocabulary of this field are covered to prepare students for the remaining classes in the certificate program.

Date:	Apr 4 – Jun 27
Time:	Tue 6-9 PM
Meetings:	13
Location:	CSUDH EE 1205
Fee:	$420
Instructor:	Staff
Course No.	PIX 319 Sec 01

Reg. No.	40001

Master Planning of Resources
3 Units

Students explore processes to develop sales and operations plans and identify and assess internal and external demand and forecasting requirements. The course focuses on the importance of producing achievable master schedules consistent with business policies, objectives, and resource constraints.

Date:	Sep 5 – Nov 28
Time:	Tue 6-9 PM
Meetings:	13
Location:	CSUDH EE 1210
Fee:	$420
Instructor:	Staff
Course No.	PIX 333 Sec 01
Reg. No.	40002

Basics of Supply Chain Management
3 Units

Date:	Sep 5 – Nov 28
Location:	online
Fee:	$450
Instructor:	Joan Hall
Course No.	PIX 319 Sec 41
Reg. No.	40003

Detailed Scheduling and Planning
3 Units

Students focus on the various techniques for material and capacity scheduling. The course includes detailed descriptions of material requirements planning (MRP), capacity requirements planning (CRP), inventory management practices, and procurement and supplier planning.

|	
Date:	Sep 5 – Nov 28
Location:	online
Fee:	$450
Instructor:	Joan Hall
Course No.	PIX 331 Sec 41
Reg. No.	40004

Visit us on the Web!
www.csudh.edu/lapicsonline

For more information
Please contact Scott Mackay at
(310) 243-2425
Email smackay@csudh.edu
Visit us on the web
http://www.csudh.edu/lapicsonline/

Purchasing
Certificate Program

Courses

Purchasing Fundamentals   PRX 200
(PRX 200 is the foundation course and must be taken first.)
Cost/price Analysis & Negotiation PRX 310
Public Sector Procurement   PRX 330
Advanced Purchasing Concepts   PRX 340
Basics of Supply Chain Management PIX 319

Online!
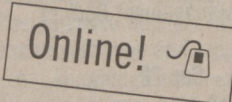
SCHEDULED CLASSES

Summer 2006

Purchasing Fundamentals

3 Units

(PRX 200 is the foundation course and must be taken first.)
Course examines the fundamental elements of purchasing. Emphasis is placed on current business trends and their impact on the purchasing profession. Fundamental concepts, methods, and techniques used to evaluate requirements for purchasing goods and services are discussed. Case studies allow for application to real-world situations.

Date:	April 4 – June 27
Location:	online
Fee:	$450
Instructor:	Frank Putz
Course No.	PRX200 Sec 41
Reg. No.	38042

Public Sector Procurement

3 Units

Course examines the relative aspects unique to Public Sector Purchasing as well as comparing and contrasting the legal and regulatory consideration inherent to this environment with those of private sector procurement.

Date:	April 4 – June 27
Location:	online
Fee:	$450
Instructor:	Frank Putz
Course No.	PRX310 Sec 41
Reg. No.	38043

Basics of Supply Chain Management

3 Units

Students explore a broad overview of the field of Supply Chain Management and its role in the functional nature of organizations. The fundamental concepts and specialized vocabulary of this field are covered to prepare students for the remaining classes in the certificate program.

Date:	Apr 4 – Jun 27
Location:	online
Fee:	$450
Instructor:	Joan Hall
Course No.	PIX 319 Sec 41
Reg. No.	38039

Fall 2006

Purchasing Fundamentals

3 Units

Date:	Sep 5 – Nov 28
Location:	online
Fee:	$450
Instructor:	Frank Putz
Course No.	PRX 200 Sec 41
Reg. No.	40005

Advanced Purchasing Concepts

3 Units

Through the detailed examination of case studies, students explore the real-world application of purchasing concepts including: specification, standardization, simplification, supply, legal and ethical issues, partnering, total quality procurement and logistics.

Date:	Sep 5 - Nov 28
Location:	online

Fee:	$450
Instructor:	Frank Putz
Course No.	PRX 340 Sec 41
Reg. No.	40006

Basics of Supply Chain Management

BUSINESS

3 Units

Students explore a broad overview of the field of Supply Chain Management and its role in the functional nature of organizations. The fundamental concepts and specialized vocabulary of this field are covered to prepare students for the remaining classes in the certificate program.

Date:	Sep 5 – Nov 28
Location:	online
Fee:	$450
Instructor:	Joan Hall
Course No.	PIX 319 Sec 41
Reg. No.	40003

Visit us on the Web!
www.csudh.edu/purchasingonline

For more information
Please contact Scott Mackay at
(310) 243-2425
smackay@csudh.edu
Visit us on the web
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LAPICS Year 2007 Schedule						
	Spring		Summer		Fall	
Class	On-campus	Internet	On-campus	Internet	On-campus	Internet
PIX 319		●		●		●
PIX 331						
PIX 332	●			●		
PIX 333		●				
PIX 340						●

PURCHASING Year 2007 Schedule						
	Spring		Summer		Fall	
Class	On-campus	Internet	On-campus	Internet	On-campus	Internet
PRX 200		●		●		●
PRX 310		●				
PRX 330				●		
PRX 340						●

Project Management
Certificate

The Program
Obtain the management skills required to bring projects in on time and within budget. The results of successfully completing coursework in this program will be visible in your overall job performance, leadership effectiveness, risk analysis and decision-making capabilities, and improved management style.

What You Will Learn
The curriculum is based on an organized sequence of courses that cover the Project Management Body of Knowledge (PMBOK), which serves as the fundamental knowledge base for project management.

As a result, those who qualify will be better prepared to sit for the Project Management Professional Exam. Recognized domestically and internationally, the PMP Certification has set a standard for excellence in project management. Obtaining use of the PMP designation distinguishes you as an expert in the profession.

Who Should Attend
Individuals in any discipline who work on projects in either the public or private sector will benefit from course work. Those with 3-5 years work experience who are not currently working in this field will be prepared to pursue career opportunities specifically in the area of project management upon completion of the program.

Program Benefits
- Obtain a proven, practical body of project management knowledge and skills that will help you avoid making costly mistakes.
- Prepares those qualified to sit for the Project Management Professional exam.
- Learn techniques for effectively coordinat-ing and managing all aspects of a project including team leadership, project risk and financial analysis, evaluation and control techniques, project planning and decision-making.
- Explore the international dimensions of project management

Certificate Requirements
A certificate is awarded upon successful completion of five required courses.

After you have completed all requirements,

you may request to receive your official certificate by completing the Request for Certificate Form available on the website and return it to our offices.

*Introduction & Overview of Project Management PMX 900, is a prerequisite for PMX 901, CMX 902, CMX 903, CMX 904.

Courses

Introduction & Overview of Project Management	PMX 900
Project Human and Procurement Management	PMX 901
Project Quality and Communication Management	PMX 902
Project Scope & Risk Analysis	PMX 903
Project time and Cost Management	PMX 904

SCHEDULED CLASSES

Introduction & Overview of Project Management
0.6 CEUs

Students gain an understanding of project management as a scientific and professional business function. The course follows the "Project Management Body of Knowledge" (PMBOK). This is the first course in a five-course certification and will be the prerequisite for all other classes. The Course introduces all phases of the PMBOK model with detailed descriptions of projects, project life cycles, and project integration.

Date:	Jul 13 & 20
Time:	Thu 6-9pm
Meetings:	6 hrs
Location:	CSUDH EE 1209
Fee:	$96
Instructor:	TBA
Course No.:	PMX 900 Sec 01
Reg. No.:	38754

Project Scope & Risk Analysis
1.5 CEUs

Students gain an understanding of the discipline involved in utilizing individuals involved with the project. In addition this class focuses on the processes required to acquire goods and services from outside the performing organization. This class emphasizes the project quality and project communications management knowledge areas in the "Project Management Body of Knowledge," (PMPOK).

Date:	Jul 27 - Aug 24
Time:	Thu 6-10pm
Meetings:	5
Location:	CSUDH EE 1209
Fee:	$240

Instructor:	TBA
Course No.:	PMX 903 Sec 01
Reg. No.:	41757

Project Time and Cost Management
1.5 CEUs

Students gain an understanding of how to ensure the project will satisfy the needs for which it was undertaken. This class will focus on generation, collection, dissemination, storage, and ultimate disposition of project information. This class emphasizes the project quality and project communications management knowledge areas in the "Project Management Body of Knowledge" (PMBOK).

Date:	Aug 31 - Sep 28
Time:	Thu 6-10pm
Meetings:	5
Location:	CSUDH EE 1209
Fee:	$240
Instructor:	TBA
Course No.:	PMX 904 Sec 01
Reg. No.:	41758

Project Human Procurement Management
1.5 CEUs

Students gain an understanding of the discipline involved in project scope management. Also included in this class is a discussion of project integration and risk analysis. This class emphasizes management knowledge areas discussed in the "Project Management Body of Knowledge" (PMPOK).

Date:	Oct 5 - Oct 26
Time:	Thu 6-10pm
Meetings:	4
Location:	CSUDH EE 1209
Fee:	$240
Instructor:	TBA
Course No.:	PMX 901 Sec 01
Reg. No.:	41759

Project Management
Certificate
(continued)

Project Quality and Communication Management

1.5 CEUs

Students gain an understanding of and an appreciation for the discipline involved in ensuring timely completion of projects within the approved budget. This class emphasizes the project time and project cost management knowledge areas as discussed in the "Project Management Body of Knowledge" (PMPOK).

Date: Nov 2 - Dec 7
Time: Thu 6-10pm
Meetings: 5 (No class 11/23)
Location: CSUDH EE 1206
Fee: $240
Instructor: TBA
Course No.:   PMX 902 Sec 01
Reg. No.:   41760

For more information
Please contact Scott Mackay at
(310) 243-2425
Email smackay@csudh.edu
Visit us on the web
www.csudh.edu/extendeded/projectmanage
.htm

OPEN University

Open University is a program that permits members of the community to take regular University classes offered on the California State University, Dominguez Hills campus without going through the formal admissions process. Essentially, it "opens University" courses to the general public.

For more information 310-243-3741
www.csudh.edu/open

Geographic Information Systems (GIS)
Certificate of Completion

NEW!

The Program

Geographic Information Systems (GIS) link geographic features on maps with descriptive information associated with those features. Map features and data are combined into map layers that can be analyzed for relationships and patterns that exist within a single layer or with other map layers. Spatial

analysis can be combined with analysis of the tabular data to solve complex, multi-dimensional problems. GIS has enabled mapping to become more dynamic by linking current data to existing map features and allowing for the timely production of professional map products.

What You Will Learn

The certificate program at CSUDH is designed to expose students to the various skills and principles involved with the operation of GIS. Upon completion of the program, students will have the tools necessary for public and private sector employment involving the collection, input processing and analysis of spatial databases for research and management purposes.

Employment Outlook

GIS related jobs have been identified by the U.S. Department of Labor as one of the top ten high-tech employment areas in this decade. GIS is being use in private industry and the public sector.

Who Should Attend

This program is designed for technical professionals, managers, public sector employees and business professionals who desire to learn the power of GIS. It also provides the necessary skills for the technician who desires employment in entry level technical positions in the exciting field of GIS.

Eligibility Requirements

Familiarity with Windows operating systems is highly recommended.

Special Features

Subject areas to which IS is relevant can range from Civil Engineering, Geology, International Relations, Environmental Studies, Economics, Business, Urban Planning, Biology, Public Health and more.

Certificate Requirements

Students must take the four core courses and four elective courses in order to receive the Certificate of Completion. The credits obtained from these courses can be counted toward GIS certification with Urban and Regional Information Systems Association (URISA). To qualify for the certificate, candidates must demonstrate their competence in the use of geographic information systems technologies and their application to problem solving.

Courses

Core Courses

Fundamentals of GIS I	GIX 901
Fundamentals of GIS II	GIX 902
GIS Data Acquisition	GIX 903
GIS Project Design	GIX 904

Elective Courses

The Global Positioning System (GPS) and GIS	GIX 905
Remote Sensing and GIS	GIX 906
Introduction to GIS Programming (ArcObjects)	GIX 907
GIS in Local Government	GIX 908
GIS for Public Safety	GIX 909
GIS in Environmental Sciences	GIX 910

Geographic Information Systems (GIS)

Certificate of Completion

(continued)

GIS for Facilities Management   GIX 911
GIS for Managers   GIX 912

Costs

Each class is priced individually. **Those who do not wish to pursue a certificate may take individual courses**. The total costs for all classes required for the certificate is $3,400.

All courses provide Continuing Education Units (CEUs).

Scheduled Classes

Fundamentals of GIS I

1.6 CEUs

Prerequisite: Familiarity with Windows operating system highly recommended.

This course is an introduction to the concepts and uses of GIS. Lecture topics include history of GIS, GIS data structures and sources of data, GIS tools, applications, and resources. Exercises include spatial data display and query, map generation , and simple spatial analysis using ArcGIS software.

Date:	Jun 23 & 24
Time:	Fri & Sat 8:30am - 5:30pm
Meetings:	2
Location:	ERC A-127
Fee:	$425
Instructor:	Michael Ferris
Course No.:	GIX 901 Sec 01
Reg. No.:	38755

Fundamentals of GIS II

1.6 CEUs

Prerequisite: Fundamentals of GIS I or similar course recommended.

This course will focus on many of the analytical tools and techniques available within ArcGIS. Topics include editing, modeling, analysis and management of GIS data; advantages and limitations; appropriate data and procedures, simple raster surface modeling and image integration, production of maps and reports using ArcGIS.

Date:	Jul 28 & 29
Time:	Fri & Sat 8:30am - 5:30pm
Meetings:	2
Location:	ERC A-127
Fee:	$425
Instructor:	Josie Jenneskens
Course No.:	GIX 902 Sec 01
Reg. No.:	38756

For more information:
Michael Ferris (310) 243-3405
mferris@csudh.edu
or
Babette Wald (310) 243-3730
Email bwald@lists.csudh.edu or
Visit the website
www.csudh.edu/extendeded/

Entrepreneurship & Leadership Studies

Certificate

NEW online!

The Certificate in Entrepreneurship and Leadership Studies is an excellent program for anyone who is interested in starting, owning and operating a business. The courses in the certificate program provide an excellent foundation for either the start-up business owner or the business owner or manager who wants to gain a further understanding of some of the essential principles associated with owning and operating a start-up or on-going business. Courses in the program include Essentials of Entrepreneurship, Business Plan Development, Positioning for and Finding Financing as well as Buying and Selling a Business. The Certificate program requires the completion of the 4 required courses indicated above. **The courses may be taken in any sequence and are self-paced**.

Required Courses

Essentials of Entrepreneurship

In this course the student will learn the basics of starting, owning and managing a business. The course will cover the fundamentals from idea generation to implementation. Online access only.

Date:	Jul 1 - Dec 15
Fee:	$300
Course No.:	NBIV 100 Sec 41
Reg. No.:	41761

Business Plan Development

In this course students will learn the essentials of creating and developing a successful business plan that can be used for both internal strategic management and external positioning for financing. This course is a prerequisite to Positioning for and Finding Financing. Online access only.

Date:	Jul 1 - Dec 15
Fee:	$300
Course No.:	NBIV 102 Sec 41
Reg. No.:	41788

Entrepreneurship & Leadership Studies

(continued)

Positioning For and Finding Financing

This course is essential for any business owner of manager who must find financing either for start-up purposes or for running the business operations. This course will discuss the various types of financing from venture capital to traditional financing sources. This course if taken as a part of the certificate program requires completion of Business Plan Development. Online access only.

Date:	Jul 1 - Dec 15
Fee:	$300
Course No.:	NBIV 103 Sec 41
Reg. No.:	41790

Principles of Buying or Selling a Business

In this course students will be exposed to the acquisition and disposition process. Topics will include valuation, strategic positioning and financing options. This course is excellent for anyone interested in buying an ongoing business rather than starting one from an idea as well as for anyone seeking to sell an ongoing business. Online access only.

Date:	Jul 1 - Dec 15
Fee:	$300
Course No.:	NBIV 104 Sec 41
Reg. No.:	41792

All courses are offered online. Each course will require approximately 30 clock hours of online access and participation. Upon request, a certificate of completion in Entrepreneurship will be awarded by The College of Extended and International Education at CSUDH.

EdWay, the courses' provider, will provide the usernames and passwords and access information to the online learning website for students. EdWay programs are delivered through a proprietary system called e-LDStm web based learning.

For more information:
call (310) 243-3741,
visit the web site
http://www.csudh.edu/extendeded

Management & Supervision
Certificate of Completion

Program

Participants will learn specific management skills and techniques required to be an effective manager or supervisor and to increase their value to their organization and/or company. The courses will expose participants to the myriad of laws and regulations directly impacting their work as supervisors, managers and agents of their employer.

What You Will Learn

Through this four course program, students will cover major topics of importance for the success of managers and supervisors in today's workplace. Each class session will focus on "real world" situations, developing participant skills and techniques to effectively address workplace issues and concerns.

Who Should Attend

Current leads, supervisors, line and middle managers, as well as individuals seeking to position themselves as viable candidates for promotion into management.

Eligibility Requirements

This course is open to all students currently working in a management or supervisory capacity or individuals seeking knowledge to advance into a management or supervisory position.

Special Features

Courses are offered for Continuing Education Units (CEUs). Nationally recognized standards govern attendance requirements to earn CEU credit. A permanent record of attendance is established and students may obtain a copy of their transcripts by calling the Cashier's Office at (310) 243-3812.

Classes are offered at the Franklin Community Center at 850 Inglewood Ave in Redondo Beach.

Certificate Requirements

A Certificate of Completion is awarded upon the successful completion of four required courses. Classes may be taken in any order

according to individual needs. The program can be completed within one semester.

Required Courses

Management & Supervision: Roles, Responsibilities and Functions	MGX 911
Legal Aspects of Management	MGX 912
Managing Performance & Change	MGX 913
Effective Communicating	MGX 914

Costs

All materials are included with the course fee.

About the Instructor

James D. Vigneau, SPHR, Corporate Vice President of Human Resources and Administration for the Hollyhills Group. He is a lecturer and consultant with over 25 years of experience in the Human Resource field.

Scheduled Classes

Management & Supervision: Roles, Responsibilities & Functions

.6 CEUs

This class will examine the varied functions of management and supervision. Student will learn and understand key management principles including the Hawthorne Effect, the Self-fulfilling Prophesy (Pygmalion Effect), and Three Key Principles of Management. Students will learn to use these and other approaches to effectively resolve conflict at an employee and organizational level, manage cultural and attitudinal diversity, and problem-solving approaches based upon the learned principles.

Date:	Jun 20 & 27
Time:	Tue 6:30-9:30pm
Meetings:	2
Location:	Franklin Center 8
Fee:	$149
Instructor:	James Vigneau
Course No.:	MGX 911 Sec 01
Reg. No.:	38696

Legal Aspects of Management

.6 CEUs

This course will satisfy the two hours of sexual harassment training required by the state.

This class will examine the legal aspects, requirements, and liabilities associated with workplace management and supervision. Student will be exposed to numerous practical scenarios dealing with discrimination, sexual harassment, employee safety and security, and their ability to work

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Management & Supervision
Certificate of Completion
(continued)

under such regulatory controls. Capitalizing on this knowledge, students will learn specific approaches to the selection interview process that can support greater success in interviewing and selecting potential employees.

Date:	Jul 11 & 18
Time:	Tue 6:30 - 9:30pm
Meetings:	2
Location:	Franklin Center 8
Fee:	$149
Instructor:	James Vigneau
Course No.:	MGX 912 Sec 01
Reg. No.:	38697

Managing Performance and Change
.6 CEUs

Students will examine and learn effective time management techniques, communicating and implementing workplace change, and effective approaches to employee performance feedback, coaching, counseling, and discipline.

Date:	Jul 25 & Aug 1
Time:	Tue 6:30-9:30pm
Meetings:	2
Location:	Franklin Center 8
Fee:	$149
Instructor:	James Vigneau
Course No.:	MGX 913 Sec 01
Reg. No.:	38698

Effective Communications
.6 CEUs

Students will gain an understanding of the principles of communication. Students will examine and learn effective communication techniques, approaches and strategies for communicating effectively in a dynamic work environment.

Date:	Aug 8 & 15
Time:	Tue 6:30-9:30pm
Meetings:	2
Location:	Franklin Center 8
Fee:	$149
Instructor:	James Vigneau
Course No.:	MGX 914 Sec 01
Reg. No.:	38699

For more information:
Call Babette Wald at (310) 243-3730
Email bwald@lists.csudh.edu or
Visit the website
www.csudh.edu/extendeded/mgmtsup.htm

Small Business Development
Certificate of Completion

The Program
This program provides participants with the knowledge and skills to start a business.

SBDC
SMALL BUSINESS DEVELOPMENT CENTER

What You Will Learn
Through a series of lectures students gain practical knowledge and skills needed to start a business and become their own boss. Topics include starting a business, writing a business plan, developing a web presence, and on-air promotion.

Employment Outlook
According to the Senate Committee on Small Business and Entrepreneurship there were about 22.4 million small businesses in the United States in 2001. Approximately 570,000 businesses started that year, with two-thirds surviving at least two years.

Who Should Attend
- Individuals who have a new business idea
- Individuals who want to turn hobbies or personal interests into a new business
- Entrepreneurs who want to start a business and become their own boss

Eligibility Requirements
No prerequisites are required for the certificate.

Special Features
The courses are taught by a successful entrepreneur who is eager to share her knowledge of starting successful businesses.

Certificate Requirements
A Certificate of Completion will be awarded upon the completion of the four required courses. Those who do not wish to pursue a certificate may take individual classes.

Courses

Required Courses
New Business Creation: Let's Get It Started
    NBSB 100
A Plan For Business: Creating Your Business
    Plan   NBSB 101
Getting Your Business Online In No Time:
    Template Magic   NBSB 102
On-Air Promotions: Facing Your New Business
    NBSB 103

Program Instructor
Michelle Blackwell, CEO, The M.A.P. Firm (Marketing, Advertising and Promotions), is a successful entrepreneur who has started many new businesses including digital radio and television stations.

New Business Creation: Let's Get It Started
Noncredit
This course is an introduction to the world of business in which marketing strategies, advertising and promotions campaigns, product development and other aspects of business are discussed. All of the HOW, WHEN, WHY and WHERE to get a business started will be addressed - everything from deciding on a legal business entity, filing a Fictitious Business name with the County Registrar (known as a DBA), and locating financing and other business necessities. All material supplied.

Date:	Jun 11
Time:	Sun 9am-4pm
Meetings:	1
Location:	EE 1201
Fees:	$100
Instructor:	Michelle Blackwell
Course No.:	NBSB 100
Reg. No.:	38893

A Plan For Business: Creating Your Business Plan
Noncredit
In this step by step course each attendee will have the opportunity to discuss and create a business plan. By the end of the course, all attendees will have a completed business plan for their business. All materials supplied.

Date:	Jun 18
Time:	Sun 9am-4pm

Small Business Development
Certificate of Completion

(continued)

Meetings: 1
Location: EE 1201
Fees: $100
Instructor: Michelle Blackwell
Course No.:   NBSB 101
Reg. No.:   38894

Strategic Marketing and Sales

In this all day seminar you will discover strategic marketing and sales methods – and their real- world applications. And you'll get the knowledge and tools you need to increase the spending rate of current customers and cost effectively acquire new ones.... integrating your marketing mix elements with company goals. You will also learn how to take your marketing to the next level by creating a meaningful brand experience. Seminar attendees will learn why consumers place a premium on experiences that actively engage with friends, family, and life choices, and how to tap into those opportunities. How you will benefit:

- Understand the strategic value of marketing vs. the strategic value of sales
- Learn the stages of the customer buying process and generate incremental value at each stage
- Learn how to efficiently target your marketing campaigns to core buying influences
- Learn how marketing and sales can work together to enable the sales process
- Learn how to develop your brand truth
- Learn how to become strategic about branding, value creation, and experience design

Date: Jun 25
Time: Sun 9am-4pm
Meetings: 1
Location: EE 1201
Fees: $100
Instructor: Susan Peterson
Course No.:   NBSB 104
Reg. No.:   38891

Getting Your Business Online In No Time: Template Magic

Noncredit

Details: This is a step-by step course for creating a business website without having any knowledge of web design. The course is perfect for the entrepreneur who wants a web presence without having to spend hundreds of $$$ for a web master. Learn how to do it yourself without having to learn a lick of html, Java script, or any other web designing techniques.

Supplies needed: Students may need to charge $20 to register a URL (a unique web address) for their proposed business if they don't currently have one.

Date: Jul 9
Time: Sun 9am-4pm
Meetings: 1
Location: EE 1206
Fees: $100
Instructor: Michelle Blackwell
Course No.:   NBSB 102
Reg. No.:   38895

On-Air Promotions: Facing Your New Business

Noncredit

On-air promotions (also known as on-air promos) are commercials to be aired on radio, TV and/or Internet. The fundamentals of creating an on-air promo (for your new business), such as techniques, verbiage, message and other relevant information will be examined. This is a hands-on production class and each attendee will write and have the opportunity to produce an on-air promo (a visual presentation) for their new business.

Note: Students will need to bring a blank VHS video tape to the class.

Date: Jul 16
Time: Sun 9am-4pm
Meetings: 1
Location: EE 1201
Fees: $100
Instructor: Michelle Blackwell
Course No.:   NBSB 103
Reg. No.:   38892

How to Win Customers and Grow Your Business

Noncredit

Learn how to retain existing customers while growing your new customer base with this interactive workshop. Topics covered include:

- The role of customer contact staff
- Hiring the right staff and keeping them motivated
- Creating customer friendly policies
- Leveraging teamwork for enhanced customer service
- Building strong communications skills
- Developing customer trust and goodwill

- Turning complaints into opportunities

Date: Jul 23
Time: Sun 9am-4pm
Meetings: 1
Location: EE 1201
Fees: $100
Instructor: Sharon Peterson
Course No.:   NBSB 105
Reg. No.:   38890

For more information:

call Jim Bouchard (310) 243-3729,

email jbouchard@csudh.edu or

visit the web site

http://www.csudh.edu/extendeded

Returning this Fall!
Family Child Care
Certificate of Completion

Required Courses

Your Family Childcare Business
TEX 906
Setting Up Your Home Environment
TEX 907
Preparing Nutritious Meals and Snacks
TEX 908
Curriculum, Observation and
   Assessment
TEX 909
Working with Parents/Positive
   Discipline
TEX 910
Networking and Professional Development
TEX 911

For more information:
Call Babette Wald (310) 243-3730
Email bwald@csudh.edu or
Visit the website
www.csudh.edu/extension/famchcare.htm

Technical Writing
Certificate of Completion

The Program
The Technical Writing Certificate of Completion Program introduces students to the many aspects of contemporary technical writing practices and helps them develop the skills and confidence to communicate complex technical concepts simply and effectively.

NEW!

What You Will Learn
Technical writing plays an extremely important role in the business field and high tech world. With increasing reliance on sophisticated technology, written technical instructions have become the primary paths to understanding complex procedures. Some of the concepts that students will learn include how to determine their audience, purpose and objectives for various documents; how to follow steps to successful technical writing; how to write collaboratively; how to write a procedures manual; and how to design the most common types of technical documents.

Who Should Attend
Career opportunities are found in the financial, industrial, construction, electronics, automotive, medical, computer, biomedical, healthcare, agricultural and petrochemical industries. Many engineers, scientists and technicians have increased their effectiveness through improvement of their technical writing skills. Individuals who are interested in becoming technical communicators, or those who are already in technical writing positions and would like to improve their skills.
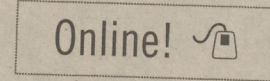
Eligibility Requirments
Students must have a command of the English language and understand the basic principles of composition including grammar and sentence construction.

Special Features
The program will be taught online.

Certificate Requirements
A Certificate of Completion is awarded upon successful completion of the entire program.

Online! 🏷

Courses
Fundamentals of Technical Communication
Advanced Technical Communication
Information Design

Costs
The cost of each course is $450. Total cost for a certificate is $1,350.

There will be an additional cost for materials and/or textbooks.

Textbooks
Technical Communication, Markel
Handbook Technical Writing, Alred, Brusaw, Oliu
Human Factors for Technical Communicators, Marlana Coe
Looking Good in Print, 5th ed., Roger C. Parker

Scheduled Classes

Fundamentals of Technical Communication
This 9-week course examines the basic requirements of technical style and organizational patterns used in a variety of business and technical documents. Students learn and practice how to condense extensive information into the fewest words possible without sacrificing content. The class also covers how to identify the audiences and apply various styles to each.

Date:	Jun 26 - Aug 27
Location:	Online 🏷
Fee:	$450
Instructor:	**Keith Fulton**
Course No.:	NWTW 101 Sec 41
Reg. No.:	38847

Advanced Technical Communications
This 9-week course further examines the concepts learned in the "Fundamentals" course. Students hone their skills by writing various types of proposals, informal and formal reports, procedures manuals and oral presentations.

Date:	Apr 17 - Jun 18
Location:	Online 🏷
Fee:	$450
Instructor:	**Keith Fulton**
Course No.:	NWTW 102 Sec 41
Reg. No.:	38848

Date:	Sep 18 - Nov 9
Location:	Online 🏷
Fee:	$450
Instructor:	**Keith Fulton**
Course No.:	NWTW 102 Sec 41
Reg. No.:	41990

Information Design
The final 9-week course gives students a command of the design principals and production processes required for truly effective technical communications. Students will design manuals, procedures handbooks and instructional materials. Students will be required to complete a capstone project that incorporates every aspect of technical writing learned in the program.

Date:	Apr 3 - Jun 4
Location:	Online 🏷
Fee:	$450
Instructor:	**Sara Stohl**
Course No.:	NWTW 103 Sec 41
Reg. No.:	22149

Date:	Jun 26 - Aug 27
Location:	Online 🏷
Fee:	$450
Instructor:	**Sara Stohl**
Course No.:	NWTW 103 Sec 41
Reg. No.:	38851

For more information:
Call Babette Wald at 310-243-3730
Email bwald@lists.csudh.edu or
Visit the website
www.csudh.edu/extension/tux.htm

Returning this Fall!
Business Communications
For more information call Babette Wald at 310-243-3730, Email bwald@lists.csudh.edu, or Visit the website: www.csudh.edu/extendeded/businesscommunications.htm

Course rotation		Spring 06	Sum 06	Fall 06
NWTW 101	Fundamentals of Technical Communications		●	
NWTW 102	Advanced Technical Communications		●	●
NWTW 103	Information Design	●	●	
Additional Fundamentals class will likely be offered in Fall 06.				

Online Computer Training Classes
Online Computer Training

Element-K Classes

Desktop Applications Bundle

Do you want to improve your skills with Microsoft Office applications inexpensively and at your own pace? Would you like to have access online at any time to all Office application courses for a year?

Our Element-K courses provided easy, multimedia based instruction that is enjoyable and effective. Visit our website www.csudh.edu/extendeded/itonline.htm to see a demonstration of an online course. Sharpening your computer skills tools will make you a more productive employee and benefit your career!

Here are some of the applications:

Microsoft Office courses:

- Access
- Excel
- Internet Explorer
- Microsoft Office
- Outlook
- Powerpoint
- Windows
- Word

And these courses are also included!

- Act!
- Filemaker
- Microsoft Money
- Netscape
- Notes
- Paradox
- Picture It!
- Quattro Pro
- Visio
- Wordperfect

(Note: Please visit our website to view all the versions of software that are included.)

This course is offered cooperatively by California State University, Dominguez Hills and Gatlin Education Services. **Due to this format, fees cannot be refunded.** We encourage you to preview detailed course outlines, demonstrations, and ratings by visiting our website at www.csudh.edu/exed and clicking on the course demonstration button.

Desktop Applications Bundle
Noncredit

Date:	Online
Time:	Self-paced (n/a)
Meetings:	n/a
Location:	online
Fees:	$249

Instructor:	Element-K courses from Gatlin Education Services
Course No.:	NCGE 100 Sec 41
Reg. No.:	42009

Web Design and Media Bundle
Noncredit

Are you expected to use web and graphics software programs with little or no training? Are you finding programs aren't as intuitive as you thought they might be? You can have access to self-paced courses for the leading graphics program for an entire year.

Here are some of the applications:

- Adobe Acrobat
- GoLive
- Adobe Atmosphere
- Illustrator
- InDesign
- After Effects
- LiveMotion
- Authorware
- Microsoft PhotoDraw
- Corel Designer
- Corel Knockout
- Microsoft Publisher
- Corel Painter
- Corel PhotoPaint
- NetObjects Fusion
- Corel Ventura
- Corel Draw
- PageMaker
- Director
- Painter
- Dreamweaver
- Photoshop
- Fireworks
- QuarkXPress
- Flash
- Premiere
- Framemaker
- Web Design & Usability Techniques
- Freehand
- FrontPage

(Note: Please visit our website at www.csudh.edu/extendeded to view all the versions of software that are included.)

Web Design and Media Bundle
Noncredit

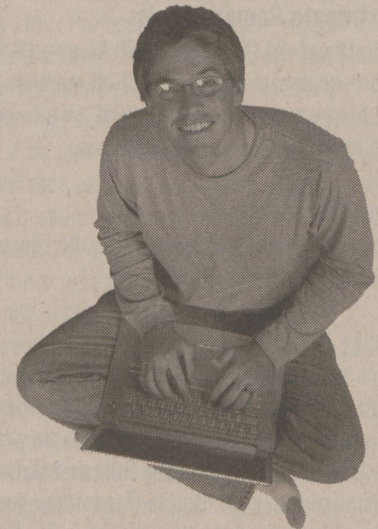|	
Date:	Online
Time:	Self-paced (n/a)
Meetings:	n/a
Location:	online
Fees:	$599
Instructor:	Element-K courses from Gatlin Education Services
Course No.:	NCGE 101 Sec 41
Reg. No.:	42010

Gatlin Education Services

Gatlin Education Services' online computer training programs allow educational institutions to either jump-start their online education programs or augment existing distance learning options.

Please visit our website at www.csudh.edu/extendeded for complete

details regarding our online computer classes from Gatlin, and to see demo of their online courses.

The Program

We offer online certificate programs to prepare learners to take certification tests for Microsoft Office Specialist, A+ Certification Training, MCSE, and others. Non-certification courses in Web Design, Web Master, Videogame, among others are also available.

What You Will Learn

Our online career training courses are designed to provide the workforce skills necessary to acquire professional caliber positions for many in-demand occupations.

Online Computer Training Classes
Online Computer Training

(continued)

Employment Outlook

Computer related careers are expected to grow at an average rate of 10-20% over the next several years.

Who Should Attend

Professionals and students who would like to improve their

Eligibility Requirements

Each certificate has different requirements. Please check the website for information.

System Requirements

PC in all cases, and Macintosh in some. Check our website for specific hardware and software requirements for each course.

Certificate Requirements

A Certificate of Completion will be awarded upon successful completion of all modules in the program. You must earn 70% on all work submitted to receive the certificate.

Courses

Please check the website for specific course information.

Cost

Each certificate is priced differently. Please see the listings that follow for pricing. This course is offered cooperatively by California State University, Dominguez Hills and Gatlin Education Services. Due to this format, **fees cannot be refunded**. We encourage you to preview detailed course outlines, demonstrations, and ratings by visiting our website at www.csudh.edu/exed and clicking on the course demonstration button.

Books and Materials

Our online education is always open enroll-ment and includes everything students need, including textbooks and trained instructors

Instructors

Provided by Gatlin Education Services

Microsoft Office Specialist (MOS)

Noncredit

This nationally recognized Microsoft Office Specialist (MOUS) or Mous certification online training course is a comprehensive, performance-based program that teaches students to be proficient using the popular suite of Microsoft Office 2003 programs including Word, Excel, Power Point, Outlook, and Access. The MOUS program provides computer program literacy, measures proficiency, and identifies opportunities for skills enhancement. Textbooks are included.

Please visit our website at www.csudh.edu/extendeded for greater detail regarding this course.

This course provides training and preparation for industry exams.

Date:	Online
Time:	Self-paced (120 hours)
Meetings:	n/a
Location:	Online
Fees:	$1395
Instructor:	Gatlin Education Services
Course No.:	NCGE 102 Sec 41
Reg. No.:	42011

Internet, Design, and Technical Programs

Multimedia Design Certificate

Noncredit

The Multimedia Design program focuses on providing the conceptual, technical, and visual design skills required to create multimedia applications and environments. Students learn professional applications for Adobe Photoshop, Macromedia Flash, Apple Final Cut Pro, and Adobe After Effects, or equivalent digital imaging, animation, digital video editing, and motion graphics tools. Course projects include critique, storyboarding, retouching, compositing, Flash animation and site design, basic Action-Scripting, video and sound editing principles, motion graphics production, and interface design. This program is instructor-led, project-based, and completed at your own pace. Expert Faculty members provide critique and feedback on projects within 1-2 business days, helping you build a design portfolio for prospective employers.

Please visit our website at www.csudh.edu/extendeded for greater detail regarding this course.

|	
Date:	Online
Time:	Self-paced (225 hours)
Meetings:	n/a
Location:	online
Fees:	$2995
Instructor:	Gatlin Education Services
Course No.:	NCGE 110 Sec 41
Reg. No.:	42012

Web Database Developer

Noncredit

This nationally recognized IT Database Developer online training certification course will provide students with intermediate IT training, advanced knowledge and skills needed in utilizing and leveraging IT databases on the Internet. Students will be able to incorporate database design, development, and deployment into e-commerce sites, dynamic web sites, and business-to-business data collaboration. Students will train to learn about current and emerging trends impacting high-end web site development and enterprise-class data warehousing along with resources to keep them current in this fast moving technology. Textbooks included! This on-line program is only offered in partnership with major colleges and universities. This certificate program includes five courses and two electives. Materials provided.

Please visit our website at www.csudh.edu/extendeded for greater detail regarding this course.

Date:	Online
Time:	Self-paced (200 hours)
Meetings:	n/a
Location:	Online
Fees:	$2195
Instructor:	Gatlin Education Services
Course No.:	NCGE 111 Sec 41
Reg. No.:	42013
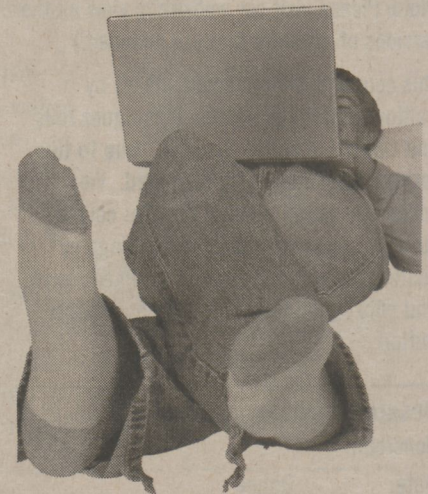
Online Computer Training Classes
Online Computer Training

(continued)

Webmaster
Noncredit

Webmaster is a dynamic Internet based career. Every company, institution, and organization feels a compelling need to be online. At the very least, they want to develop a presence on the Internet. Webmasters design, develop, and maintain these highly visible web sites. As a Webmaster you might be called upon to work in a group developing interactive eCommerce/eBusiness sites. You could be in complete control of an auction site, a discussion group, an online newsletter, a physician's appointment page, an organization's membership site, or develop a marketing presence for a new product. Webmasters are often the first to test new and state-of-the-art equipment as well as the latest software. They are allowed to indulge in artistic and professional freedoms rarely seen in any other industry. Numerous Webmasters are allowed - even encouraged - to work from home or use flextime. A Webmaster is a respected and sought after member of the Management Information Systems / Information Technology group. This Webmaster course starts with the beginning of web page development and introduces new concepts through involving the student in active web page implementation.

Please visit our website at www.csudh.edu/extendeded for greater detail regarding this course.

Date:	Online
Time:	Self-paced (150 Hours)
Meetings:	n/a
Location:	online
Fees:	$1595
Instructor:	Gatlin Education Services
Course No.:	NCGE 112 Sec 41
Reg. No.:	42014

Networking and CompTIA Certification Training Programs

A+ Certification Training
Noncredit

The Comp TIA A+ certification is the industry standard for validating vendor-neutral skills expected of an entry -level computer technician. Those holding the A+ certification have a broad base of knowledge and competency in core hardware and operating system technologies including installation, configuration, diagnosing, preventative maintenance, and basic networking. A+ opens the door to an exciting career in computer technology at an affordable price. A+ certification is the perfect launch pad into other more challenging careers in information technology. This course includes two units and requires that students have an extra computer running with Windows 98 and Widows 2000.

This course provides training and preparation for industry exams.

Please visit our website at www.csudh.edu/extendeded for greater detail regarding this course.

Date:	Online
Time:	Self-paced (160 hours)
Meetings:	n/a
Location:	online
Fees:	$1495
Instructor:	Gatlin Education Services
Course No.:	NCGE 120 Sec 41
Reg. No.:	42015

Cisco CCNA Certification Training
Noncredit

This online program is comprised of two sections. The first section, "Introduction to Network Engineering," is an ideal first step into the world of network engineering. Students learn the fundamentals of data network theory and the technologies that make the Internet tick. They apply this knowledge by performing hands-on network engineering work on Cisco network devices in a simulated network environment.

The second section, "Practical Network Engineering," covers some of the most powerful networking technologies and prepares students to achieve Cisco CCNA certification. This program involves extensive hands-on work on Cisco routers, switches, and firewalls in a simulated network environment.

This course provides training and preparation for industry exams.

Please visit our website at www.csudh.edu/extendeded for greater detail regarding this course.

Date:	Online
Time:	Self-paced (80 hours)
Meetings:	n/a
Location:	online
Fees:	$1595
Instructor:	Gatlin Education Services
Course No.:	NCGE 121 Sec 41
Reg. No.:	42016

Linux+/LPI Level One Certification Training
Noncredit

The LPI Certification has been developed by the Linux Professional Institute (LPI), a non-profit organization. This Professional Linux Certification is designed to provide a usable, common measurement of Linux skills when considering people for hire, contracting or other roles. The Linux Professional Institute LPIC is an industry recognized certification. The Linux Professional Institute believes in the need for a standardized, multi-national, and respected program to certify levels of individual expertise in Linux. This program must be able to satisfy the requirements of Linux professionals, as well as organizations, which would employ or contract such professionals. The goal is to design and deliver such a program from within the Linux community, using both volunteer and hired resources as necessary. The LPI resolve to undertake a well-considered, open, disciplined development process, leading directly to the establishment of a recognized and widely-endorsed Linux certification body.

This course provides training and preparation for industry exams.

Please visit our website at www.csudh.edu/extendeded for greater detail regarding this course.

Date:	Online
Time:	Self-paced (300 hours)
Meetings:	n/a
Location:	online
Fees:	$2095
Instructor:	Gatlin Education Services
Course No.:	NCGE 122 Sec 41
Reg. No.:	42017

COMPUT TECHNO

Online Computer Training Classes
Online Computer Training

(continued)

Network+/Server+ Certification Training

Noncredit

The CompTIA Network+ certification is the worldwide standard of competency for professionals with nine months experience in network support or administration. The Network + certification validates technical competency in networking administration and support. Those holding Network+ certification demonstrate critical knowledge of media and topologies, protocols and standards, network implementation and network support. This certification is geared toward those with nine months field experience in network administration and support. The technology community identifies Network+ as the perfect entry point into a networking career. Server+ certified professionals provide planning, installation, configuration, and maintenance of servers, with knowledge of server-level hardware implementations, data storage subsystems, data recovery, and I/O subsystems. The demand for skilled network support professionals has grown significantly.

This course provides training and preparation for industry exams.

Please visit our website at www.csudh.edu/extendeded for greater detail regarding this course.

Date:	Online
Time:	Self-paced (80 hours)
Meetings:	n/a
Location:	online
Fees:	$1295
Instructor:	Gatlin Education Services
Course No.:	NCGE 123 Sec 41
Reg. No.:	42018

Security+ Certification Training

Noncredit

This course is designed to provide students with the fundamentals of security, and to help prepare for the CompTIA Security+ exam. It covers material related to general security concepts, communications security, infrastructure security, basics of cryptography, and operational/organizational security.

This course provides training and preparation for industry exams.

Please visit our website at www.csudh.edu/extendeded for greater detail regarding this course.

Date:	Online
Time:	Self-paced (120 hours)
Meetings:	n/a
Location:	online
Fees:	$1495
Instructor:	Gatlin Education Services
Course No.:	NCGE 124 Sec 41
Reg. No.:	42019

Microsoft Certification Training Programs

Microsoft Certified Database Administrator (MCDBA)

Noncredit

The Microsoft Certified Database Administrator (MCDBA) on Microsoft SQL Server 2000 credential is the premier certification for professionals who implement and administer Microsoft SQL Server databases. This program will train and prepare students to sit for the official Microsoft MCDBA certification. The certification is appropriate for individuals who derive physical database designs, develop logical data models, create physical databases, create data services by using Transact-SQL, manage and maintain databases, configure and manage security, monitor and optimize databases, and install and configure SQL Server. The MCDBA on SQL Server 2000 Certification is appropriate for database administrators, database analysts or database developers. By earning the premier MCDBA on SQL Server 2000 credential, individuals are demonstrating that they have the skills necessary to lead organizations in the successful design, implementation, and administration of SQL Server databases.

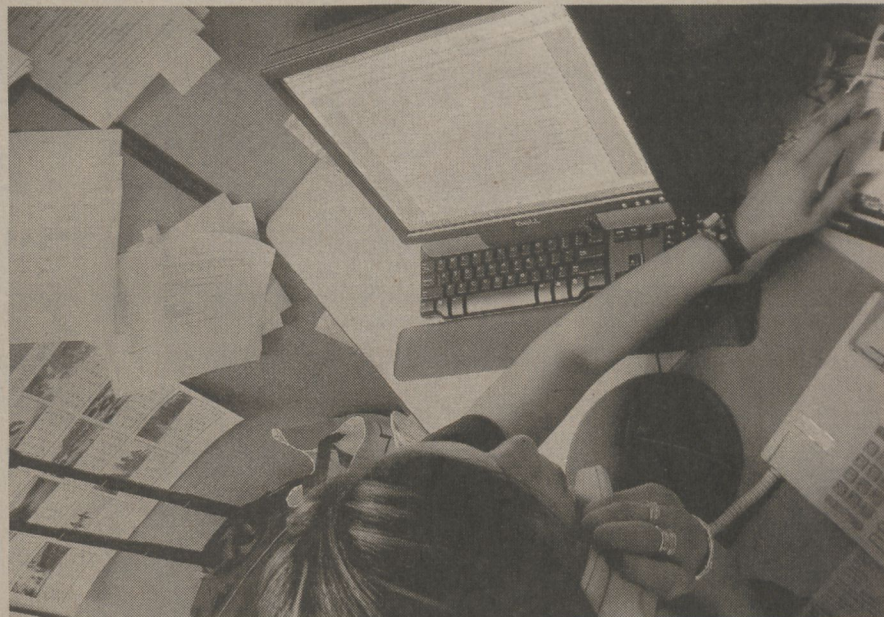This course provides training and preparation for industry exams.

Please visit our website at www.csudh.edu/extendeded for greater detail regarding this course.

Date:	Online
Time:	Self-paced (460 hours)
Meetings:	n/a
Location:	online
Fees:	$2995
Instructor:	Gatlin Education Services
Course No.:	NCGE 130 Sec 41
Reg. No.:	42020

Microsoft Certified System Administrator 2003 (MCSA)

Noncredit

Microsoft Certified Systems Administrator for Microsoft Windows Servers 2003 (MCSA 2003) certificate program is designed to provide the students the skills needed to acquire entry-level employment in the field of network administration. The emphasis is on hands-on network administration and is supported by relevant theory. The students focus on communication, study, and self-learning skills in addition to the technical skills that make up the core of the program. Students receive instruction that provides preparation foundation for the MCSA series of exams. Graduates of the program can seek successful employment as computer

Online Computer Training Classes
Online Computer Training

(continued)

technicians, systems support specialists, or network administrators. (NOTE: 2000 version also available.)

This course provides training and preparation for industry exams.

Please visit our website at www.csudh.edu/extendeded for greater detail regarding this course.

Date:	Online
Time:	Self-paced (440 hours)
Meetings:	n/a
Location:	online
Fees:	$2395
Instructor:	Gatlin Education Services
Course No.:	NCGE 131 Sec 41
Reg. No.:	42021

Microsoft Certified System Administrator+ 2003 (MCSA+)

Noncredit

MCSA+ is for those that hold one of the following third-party certifications or certification combinations: Security+ Certification, A+ and Network+ certifications or -A+ and Server+ certifications. Microsoft Certified Systems Administrator for Microsoft Windows Server 2003 (MCSA 2003) certificate program is designed to provide the students the skills needed to acquire entry-level employment in the field of network administration. The emphasis is on hands-on network administration and is supported by relevant theory. The students focus on communication, study, and self-learning skills in addition to the technical skills that make up the core of the program. Students receive instruction that provides preparation foundation for the MCSA series of exams. Graduates of the program can seek successful employment as computer technicians, systems support specialists, or network administrators.

This course provides training and preparation for industry exams.

Please visit our website at www.csudh.edu/extendeded for greater detail regarding this course.

Date:	Online
Time:	Self-paced (340 hours)
Meetings:	n/a

Location:	online
Fees:	$2095
Instructor:	Gatlin Education Services
Course No.:	NCGE 132 Sec 41
Reg. No.:	42022

Microsoft Certified System Engineer 2003 (MCSE)

Noncredit

The Microsoft Certified Systems Engineer Security course on Microsoft Windows® 2003 training certification ensures IT professionals the knowledge and skill to design, plan, and implement security on the Microsoft platform and as part of a secure computing environment. The MCSE: Security training and certification will allow IT professionals to demonstrate security-specific skills appropriate to the systems engineer, which includes designing, planning, and implementing security on Windows 2003. Net Platform. In addition, this certification will allow individuals to show proficiency with Microsoft Internet Security. The MCSE credential is one of the most widely recognized technical certifications in the industry, a credential in high demand. By earning the premier MCSE credential, individuals are demonstrating that they have the skills necessary to lead organizations in the successful design, implementation, and administration of the most advanced Microsoft Windows platform and Microsoft server products.

(MCSE 2000 also available)

This course provides training and preparation for industry exams.

Please visit our website at www.csudh.edu/extendeded for greater detail regarding this course.

Date:	Online
Time:	Self-paced (700 hours)
Meetings:	n/a
Location:	online
Fees:	$3195
Instructor:	Gatlin Education Services
Course No.:	NCGE 133 Sec 41
Reg. No.:	42023

Video Game Design and Development Programs

3ds Max

Noncredit

This exciting new certificate program will teach students how to use both 3ds max and Character Studio to design, develop, and animate 3D video game characters. This program includes an internship opportunity for an additional fee. Internships are either three or six months and are performed remotely from your current location. See the FAQs for more details!

Art/Character Development is one of the most important skills behind the success of digital games. The Character Creation specialization included in this program prepares you to create 2D and 3D artwork for digital games. You'll complete individual assignments to develop the knowledge and skills necessary to create characters, models, textures, and environmental art for games. You'll learn to use a variety of tools to create Character game art.

Quality 3D animation is the standard for today's videogames. To be a successful 3D Animator takes the marriage of both traditional artistic talents and the mastery of a barrage of computer programs and digital design techniques.

This awesome 3D game design and animation certificate course offers the chance for students to immerse themselves in a 3D world. If you are looking to design professional 3D games that look and feel just like the ones you play at home then you don't want to miss this course!

The character development section applies the principles to the process of creating 3D game art/Character development. Emphasis is placed on modeling, texturing, and preparing models for animation. Once you have mastered character development, you will learn 3D animation. This program is designed for aspiring game animators who have a passion for creating complex virtual 3D landscapes, create models, design levels, assign character actions, develop customizable skins, and create lighting and shadow effects.

Please visit our website at www.csudh.edu/extendeded for greater detail regarding this course.

Date:	Online
Time:	Self-paced (650 hours)
Meetings:	n/a
Location:	online
Fees:	$4095
Instructor:	Gatlin Education Services
Course No.:	NCGE 140 Sec 41
Reg. No.:	42024

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Online Computer Training Classes
Online Computer Training

(continued)

Video Game Design and Development

Noncredit

Developing and managing the complex environments for games and related visualization applications can be a challenging task. The Video Game Design and Development online program lays the groundwork for students who wish to learn the high-end techniques and engineering principles behind modern videogame technology. Using a comprehensive and analytical approach to game development principles and techniques, students will begin to develop the skills that are necessary to implement their own game ideas.

The Video Game Design and Development program is an appropriate starting point for students who seek a professional career as a game developer. It is also well-suited for enthusiastic amateurs and gamers looking to explore this exciting field as a recreational endeavor.

In this online program, students will learn the core programming and mathematics skills necessary for game developers and receive an introduction to 3D graphics pipeline programming. This program will fully prepare students for more advanced training in the game technology field which you can receive in the Advanced Video Game Design and Development online program. No assumptions about prior game or graphics programming experience are made although a reasonable familiarity with computers and a background in high school level mathematics are required.
Please visit our website at www.csudh.edu/extendeded for greater detail regarding this course.

Date:	Online
Time:	Self-paced (300 hours)
Meetings:	n/a
Location:	online
Fees:	$2395
Instructor:	Gatlin Education Services
Course No.:	NCGE 141 Sec 41
Reg. No.:	42025

Advanced Video Game Design and Development

Noncredit

In the Advanced Video Game Design and Development online program students will move on to learn more advanced 3D graphics programming techniques. Students will explore mesh optimizations and hierarchical animation techniques, the use of level of detail (LOD) algorithms to improve application performance by reducing polygon counts in distant objects, skeletal animation systems for realistic character animation, and more. Direct3D 9.0 will continue to be the API of choice. Students will also undertake an examination of artificial intelligence routines commonly used in games, which includes decision making architectures, finite state automata, efficient environment navigation and obstacle avoidance strategies for game agents.

Students will continue their studies of advanced 3D graphics techniques and conclude their examination of Direct3D 9.0. Focus is on per-pixel lighting and shadowing techniques using advanced texture mapping concepts and programmable pipeline processing via shaders. Topics include high-quality diffuse lighting and shadows, dynamic environment mapping for highlights on metallic surfaces, reflection and refraction for transparent surfaces, and bump mapping for increasing surface detail. Adding physics to real-time game engines will also be discussed and will include topics like collision detection and response, vehicle physics, and realistic animation.

As students move through this program, they will continue their studies of 3D graphics and game engine design strategies, and now switch rendering APIs to OpenGL. In addition to the OpenGL API, new topics will continue to be introduced such as advanced radiosity lighting, tree structures and traversal algorithms for efficient sorting and rendering of polygon datasets. Focus will shift to the use of spatial partitioning and offline pre-processing of scene geometry to optimize polygon drawing and intersection routines as well as real-time terrain rendering strategies. Network programming for multiplayer games will also be discussed. Topics include discussion of client/server and peer-to-peer network architectures, TCP/IP, and the use of multithreading for asynchronous data packet reading and writing.

In the final courses, students conclude their 3D graphics and game engine design

studies as well as their examination of the OpenGL API. Students will lay the foundation for a robust game architecture using high performance cross-platform renderers and scene graphs. Topics include spatial relationships and common data structures, advanced bounding volume computation, visible surface determination, and advanced animation and render state management. The incorporation of sound and music into games will also be discussed. Students will complete a number of different game projects for use in their own demo reels.

Please visit our website at www.csudh.edu/extendeded for greater detail regarding this course.

|	
Date:	Online
Time:	Self-paced (350 hours)
Meetings:	n/a
Location:	online
Fees:	$2995
Instructor:	Gatlin Education Services
Course No.:	NCGE 142 Sec 41
Reg. No.:	42
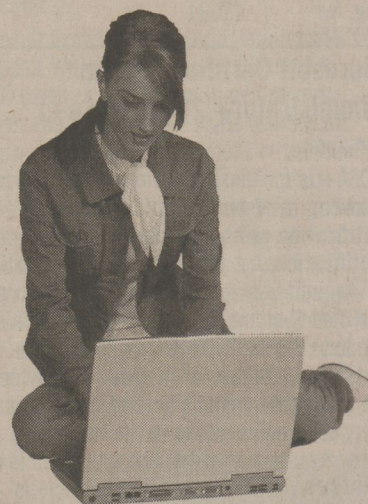
Web Design
Certificate of Completion

The Program
The Certificate of Completion will prepare an individual with the fundamental knowledge and skills necessary for web design.

What You Will Learn
In this series of courses you will learn the fundamentals of HTML website creation. You will also have experience with a web design application, and a web animation application.
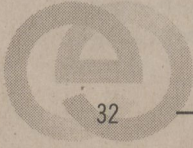
Web Design
Certificate of Completion
(continued)

Employment Outlook
Courses are designed to prepare you for the following positions:

- Web Designer
- Web Developer
- Web Programmer
- Content Manager

Who Should Attend
Business professionals and students who want an intensive and thorough knowledge of web design in a short period of time should attend these classes.

Eligibility Requirements
Only limited computer experience is needed to take these courses. Programming experience is helpful, but not required.

Special Features
All classes are offered on the CSUDH campus in Carson. The courses have been scheduled for Fridays (evening) and Saturdays for the convenience of working professionals.

Certificate Requirements
A Certificate of Completion will be awarded upon the completion of four required courses, and one elective. Those who do not wish to pursue a certificate may take individual classes. All courses provide Continuing Education Units (CEUs). A Certificate can be earned in one semester.

Courses

Required Courses
Using Dreamweaver	CIX 902
Introduction to HTML Publishing (Building a Better Web Site)	CIX 912
Intermediate HTML Publishing	CIX 913
Advanced HTML Publishing	CIX 914

Elective courses (one of the following)
Using Flash	CIX 935
Using Fireworks	CIX 936

Program Instructor
Anissa Barton-Thompson, a full-time web developer and graphic designer, has received awards for her work on high-end e-commerce, entertainment, community service and education sites. She has taught web site design at CSUDH since 1995, and is the developer of this certificate. Anissa is a Macromedia Certified Dreamweaver MX Developer, and holds Master Level Certifications in HTML and Dreamweaver MX. Learn more about Anissa Barton-Thompson at http://webcert.anissat.com.

Scheduled Classes

Beginning HTML (Building a Better Web Site)
.9 CEUs
This course is an HTML beginning-level workshop. Students will create a basic website for business, a non-profit organization, or for individual personal or professional use.

Date:	Jun 2-3
Time:	Fri 6-9pm; Sat 9am-4pm (1 hour lunch)
Meetings:	2
Location:	CSUDH EE 1202
Fee:	$160
Instructor:	**Anissa Barton-Thompson**
Course No.:	CIX 912 Sec 01
Reg. No.:	38865

Intermediate HTML Publishing
.9 CEUs
This course builds on the skills gained in the Building a Better Web Site class. Topics covered include: a quick review of basic HTML structure, advanced tags, images, using tables to control layout, and more.

Date:	Jun 9 - 10
Time:	Fri 6-9pm; Sat 9am-4pm (1 hour lunch)
Meetings:	2
Location:	CSUDH EE 1202
Fee:	$160
Instructor:	**Anissa Barton-Thompson**
Course No.:	CIX 913 Sec 01
Reg. No.:	38864

Advanced HTML Publishing
.9 CEUs
This course builds on the skills gained in the intermediate class and adds forms, frames, image maps, access counters, sound, video & animation, java applets and more.

Date:	Jun 16 - 17
Time:	Fri 6-9pm; Sat 9am-4pm (1 hour lunch)
Meetings:	2
Location:	CSUDH EE 1202
Fee:	$160
Instructor:	**Anissa Barton-Thompson**
Course No.:	CIX 914 Sec 01
Reg. No.:	38866

Using Dreamweaver
1.8 CEUs
Prerequisite: Basic Knowledge of HTML

Learn to use this popular web design tool! Topics covered include: working with text and graphics, visual page design, tools for creating tables and forms, site management, implementing style sheets, and adding JavaScript or behaviors. Topics by session:

- Creating Basic HTML with Dreamweaver
- Extending your web page design with CSS and Java Script
- Site Management and Dreamweaver tools

Date:	Jun 23 - Jul 8
Time:	Fri 6-9pm; Sat 9am-4pm (1 hour lunch)
Meetings:	4
Location:	CSUDH EE 1202
Fee:	$320
Instructor:	**Anissa Barton-Thompson**
Course No.:	CIX 902 Sec 01
Reg. No.:	38863

Using Fireworks
1.2 CEUs
Prerequisite; Basic knowledge of HTML

Macromedia Fireworks is the premier program for bridging the gap between graphic design and web development. Fireworks eliminates the need for expensive image editing programs with high learning curves, allowing you to manipulate photos, design design fantastic web graphics and create animation with little or no design experience. And, it takes things a step further: import your web design into or create a new design in Fireworks, and let it optimize and slice your images, and create the HTML and Java Script as well.

Date:	Jul 15 & 22
Time:	Sat 9am- 4pm (1 hour lunch)
Meetings:	2
Location:	CSUDH EE 1201
Fee:	$215
Instructor:	**Anissa Barton-Thompson**
Course No.:	CIX 936 Sec 01
Reg. No.:	38867

Video Game Design Camp

Program Overview
Since 2003 VideoGame.Net has continued to work with Penn State in addition with other universities offering a unique relationship which combines academic learning and videogame industry know-how. The focus of the program is to reinforce the academics of math, science & creative writing through the presentation of hands on 'videogame design' curriculum.

Based on the success of the program we are now also engaging relationships with different colleges and universities in order to expand into new geographic regions.

The VIDEO GAME Learning Center
The heart of the Summer Experience is the VideoGame.Net website and student learning center. The learning center provides a secure intranet to guide the students through lessons.

The learning center features discussion boards, blog tools, and software templates and has additional tips and information for developing computer software and creative art skills. In addition, the public section of the website – which many students use for research - features over 20,000 game reviews, daily videogame news updates, a unique online A.I. system that can talk with students about game design.

While the website is used extensively during the normal program day, a large amount of activity happens in the evening. After classes when students go home, many will login and continue to work, or research, their game projects.

Online Games and Bragging Rights
Every game developed during the Summer Experience is posted at VideoGame.Net in the online game section.

When the VideoGame.Net Experience program ends, students can go back to school with bragging rights; they are able to tell their friends that they made a videogame and show off their games by going online. Gamers from across the globe have accessed the games made at the summer camp. Through the VideoGame.Net Experience program the participants have created over

1000 new videogames from 2003 to the present.

Post Program Activity
At the end of the Summer Experience, students continue to come back to the website. The numbers are staggering:
- 25% of the students utilize the website at least once a week.
- Over half of the students are online once a month or more.
- About 10% of the students log in every day.
- For every student who attends the camp, 4.3 friends or relatives have been introduced to the website.

Video Game Summer Camp

Date:	2 week course starting July 10th & ending July 21st
Time:	8am-5pm Mon-Fri
Meetings:	10
Location:	CSUDH EE 1202
Fee:	$795
Instructor:	TBD
Course No.:	NCGD 130 Sec 01
Reg. No.:	38888

Parents will have the option to drop off their kids half hour early and pick them up a half hour later at no extra charge. Anything longer then the half hour will cost an additional $10 per half hour.

For more information:
call (310) 243-3729,
email jbouchard@csudh.edu or
visit the web site
http://www.csudh.edu/extendeded

Computer Graphics and Design
Certificate of Completion

The Program
This program allows participants to jump start their career in graphic design by developing fundamental graphic design skills. The program also allows experienced designers to acquire new skills. Through this series of convenient 1-day weekend classes, students will have hands-on instruction using the latest computer programs and state of the art equipment in small classes.

What You Will Learn
Participants will learn techniques for taking simple concepts and turning them into the kind of powerful visual messages that get results in today's competitive marketplace. The design tools students will learn will be applicable to designing magazine layouts, company promotions or CD covers.

Employment Outlook
Graphic design related fields are growing faster than average employment categories.

Who Should Attend
- Individuals interested in pursuing employment and/or advancement in graphic design
- Students interested in pursuing a career in advertising art, computer graphics or digital illustration
- Individuals who design logos, newsletters, or company brochures
- Non-designers responsible for company promotions
- Traditional designers seeking to update skills
- Beginning design students

Eligibility Requirements
These courses are open to all individuals interesting in learning more about graphic design.

Special Features
This series of intensive one-day classes combines lectures from design experts with hands-on computer experience.

Computer Graphics and Design
Certificate of Completion
(continued)

Certificate Requirements
A certificate of completion will be awarded upon successful completion of five required courses.

Courses

Required Courses
Introduction to Elements and Principles of Design
Introduction to Photoshop: Electronic Illustration
Advanced Photoshop Techniques
Introduction to Electronic Layout: Adobe InDesign:
Entering the Design Field: Professional Practices

Program Instructor
Jill Thayer, award-winning advertising and digital imagery designer.Credits include: Disney, NBC, Nestle Dairies, Pepsi Cola Bottling and World Records.

Ashley Gaines, Graphic designer and web development specialist providing new media solutions for a wide range of corporate and educational clients.

Instructors are experienced presenters who teach art and design on several California State University campuses.

> Note: only two of the five courses, which count towards the Certificate of Completion (Introduction to PhotoShop and Advanced Photoshop) will be offered this summer. The full program will be offered in fall 2006.

Scheduled Classes

Introduction to the Elements & Principles of Design
Learn about today's trends and technologies that influence the graphics field. Get an overview of the elements and principles of art, design and layout for a variety of graphics applications. Exercises with line, shape, color, balance, composition and

design theory will provide a foundation for creating effective visual solutions for a variety of print layouts, brochures, ads and electronic design applications.

(Students should bring to this class: a #2 pencil, black fine line marker, ruler, X-acto knife, and a colorful magazine)
Offered Fall 2006

Introduction to Photoshop: Electronic Illustration
Develop skills and techniques for creating basic digital illustration for a variety of design applications. Workshop topics cover essential Photoshop tools, channels and layers, typography, .gif and .jpeg files, color and image enhancements and photo montage. Projects include creating and refining illustrations, photographic images and special effects.

Date:	Jul 16
Time:	Sun 9am-4pm
Meetings:	1
Location:	EE 1202
Fees:	$150
Instructor:	Jill Thayer, Ashley Gains
Course No.:	NCWE 101 Sec 01
Reg. No.:	38871

Advanced Photoshop
Use beginning and intermediate Photoshop skills to learn advanced electronic illustration techniques. Through hands-on computer workshop sessions students will explore the special effects capabilities of Photoshop for merging typographic and pictorial elements. Attendees will learn a variety of visual techniques relevant to both advertising and editorial illustration. design applications.

Date:	Jul 23
Time:	Sun 9am-4pm
Meetings:	1
Location:	EE 1202
Fees:	$150
Instructor:	Jill Thayer, Ashley Gains
Course No.:	NCWE 102 Sec 01
Reg. No.:	38872

Adobe InDesign: Intro to Electronic Layout
Learn the latest techniques in electronic page layout and desktop publishing featuring the highly acclaimed software Adobe InDesign. Class topics include importing text and graphics, creating and saving files, multiple page design, typesetting, color management, and integrating text and images. Acquired skills directly relate to creating advertisements, corporate brochures, publication design and a variety of print projects.

Offered Fall 2006

Entering the Design Field: Professional Practices
Discover the business side of the computer graphics and design field and get answer such questions as: What constitutes a professional portfolio? What are freelance versus full-time assignments? What do I prepare for a job interview? What are copyrights and trademarks? How much do I charge? From starting a design service to finding clients to understanding the marketplace, this class provides a sound introduction to the business side of the art field.

Offered Fall 2006

> For more information:
> call Jim Bouchard (310) 243-3729,
> email jbouchard@csudh.edu or
> visit the web site
> http://www.csudh.edu/extendeded

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Computer Graphics & Design Planner		Sum 2006	Fall 2006
Course			
NCWE 100	Introduction to the Elements & Principles of Design		●
NCWE 101	Introduction to Photoshop: Electronic Illustration	●	●
NCWE 102	Advanced Photoshop	●	●
NCWE 103	Adobe InDesign		●
NCWE 104	Entering the Design Field: Professional Practice		●

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Professional Development Courses
Distance Learning

The Program
[self-paced]

These distance learning courses are computer-based, and designed by experts who carefully and thoughtfully craft the courseware which allows you to complete them at **your own pace**. The instructors establish regular office hours and provide access by a toll-free number and/or by email for technical or professional questions.

Who Should Attend
Educators who need the flexibility of e-learning to advance their careers to the next step or compensation level. Learn at home or work, on your own computer, on your own time, at **your own pace**.

Special Features
All program instructors are experienced practitioners in their field of expertise. Students receive course materials by mail after registration. These courses are designed to run from a compact disk (CD) and saves user data on the hard drive.

The following requirements are needed:
Macintosh Operating Systems
Mac OS 9.x or OSX, 256MB of RAM and 5MB of free hard disk space, 15" or larger color monitor with a minimum resolution of 800 x 600, CD drive 4x minimum speed and a

printer connected to your computer.

Windows Operating Systems
Windows 2000, XP Home, Professional or newer, 256MB of RAM and 5MB of free hard disk space, 15" or larger color monitor with a minimum resolution of 800 x 600, CD drive 4x minimum speed and a printer connected to your computer.

Credit Information
Credit varies depending on course.

Courses
Behavior is Language: Strategies for
  Managing Disruptive Behavior
          TEX 495 Sec 41
Attention Deficit Disorder: Information &
  Interventions for Effective Teaching
          TEX 495 Sec 43
Violence in Schools: Identification, Prevention
  & Intervention Strategies
          TEX 495 Sec 44
Drugs & Alcohol in Schools: Understanding
  Substance Use & Abuse
          TEX 495 Sec 45
Learning Disabilities: Practical Information
  for Classroom Teachers
          TEX 495 Sec 46
Harassment in Schools: Guidelines & Policies
  for Prevention
          TEX 495 Sec 47
Sexually Transmitted Infections: Information
  for Education Faculty & Personnel
          TEX 495 Sec 48
Autism & Asperger's Disorder: Information &
  Effective Intervention Strategies
          TEX 495 Sec 49

Functional Analysis: Introduction in
  Completing Behavior Assessments
          TEX 495 Sec 50
Inclusion: Working with Special Needs
  Students in Mainstream Classrooms
          TEX 495 Sec 51
Talented & Gifted: Working with High
  Achievers   TEX 495 Sec 52
Understanding Aggression: Coping with
  Aggressive Behavior in the Classroom
          TEX 495 Sec 53
Child Abuse: Working with Abused &
  Neglected Children   TEX 495 Sec 56
Traumatized Children: The Effects of Stress,
  Trauma & Violence on Student Learning
          TEX 495 Sec 57
Advanced Classroom Management: Children
  as Change Agents   TEX 495 Sec 59
Teaching Diversity: Influences & Issues in
  the Classroom   TEX 495 Sec 60
Educational Assessment: Assessing Student
  Learning in the Classroom
          TEX 495 Sec 61

Costs
Each class is priced individually. **There are no refunds.**

Instructors

Margie Arnzen, MS Ed. Counselor, Spokane Public Schools, Assistant Principal, Bancroft Center.

Fay Cadwaller, MSW, LICSW. Private practitioner, Youth Force, Spokane, Washington and social worker, Sacred Heart Medical Center, Spokane.

Professional Development Courses

(continued)

Jeff Driskell, MSW. Case Manager, Spokane AIDS Network and adjunct faculty, Eastern Washington University.

Joan Halverstadt, MS Ed. School counselor, Rochester (WA) Primary School.

Casey Jackson, MSW. Clinical reviewer and research associate, Washington Institute for Mental Illness Research and Training, Washington State University. Also in private practice.

Mick Jackson, MS Ed. President and CEO for Virtual Education Software, Spokane, WA.

Joe Kaplan, Ed.D. Professor of Education, Portland State University.

Karen Lea, Ph.D., Director of Teacher Education, Olivet Nazarene University, Bourbonnais, Illinois.

Florah Luseno, Ph.D. Assistant Professor, Chicago State University.

A.N. (Bob) Pillay, Ed.D., senior lecturer, executive officer, special education and director, Learning Improvement Center, The University of Melbourne (Australia).

Terrie Scott, MSW. Spokane Mesa Center Director, Washington State University. Adjunct Faculty, Eastern Washington University.

Michael Sedler, Ph.D., MSW, teaches distance learning courses throughout the northwest.

Marrea Winnega, Ph.D., in private practice and a consultant on autism and related disorders in Chicago.
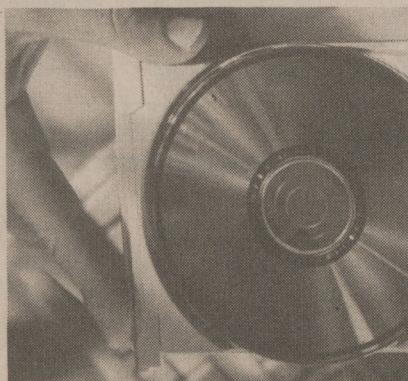
SCHEDULED CLASSES

Behavior is Language: Strategies for Managing Disruptive Behavior
3 Ext Units

Learn behavioral techniques and intervention strategies that remediate disruptive behavior, reduce power struggles, increase classroom control, reduce burn-out and the feeling of ineffectiveness, without increasing your work load. Gain a new perspective on students' behavior and learn effective tools to facilitate positive student change. Practice your new skills with simulated classroom scenarios.

Date: Jun 1- Aug 18
Meetings: n/a
Location: Distance Learning
Fee: $450
Instructor: **Mick Jackson**
Course No.: TEX 495 Sec 41
Reg. No.: 38703

Attention Deficit Disorder: Information & Interventions for Effective Teaching
2 Ext Units

This course is designed to provide students with a complete history of ADD along with accepted and experimental treatment methods. The course reviews current treatments and practical intervention strategies designed to increase on-task behavior while decreasing disruptive, inappropriate and off-task classroom behaviors.

Date: Jun 1- Aug 18
Meetings: n/a
Location: Distance Learning
Fee: $300
Instructor: **Mick Jackson**
Course No.: TEX 495 Sec 43
Reg. No.: 38704

Violence in Schools: Identification, Prevention & Intervention Strategies
2 Ext Units

This course provides a foundational understanding of violence and the motivation behind aggression and specific strategies to minimize the occurrence of violence in a school and community. Students will learn how to identify and intervene with "out of control" behaviors. The correlation and impact of the media, community and family upon violence will be explored. Students will also be provided with information on national resources available for both parents and

teachers.
Date: Jun 1- Aug 18
Meetings: n/a
Location: Distance Learning
Fee: $300
Instructor: **Michael Sedler**
Course No.: TEX 495 Sec 44
Reg. No.: 38705

Drugs & Alcohol in Schools: Understanding Substance Use & Abuse
2 Ext Units

Drugs and Alcohol in Schools provides a contextual framework for understanding what your students may be experiencing through their own substance use or substance use around them and how it may impact your classroom. The course provides a basic historical perspective of substance use along with biological, psychological and social factors that comprise the disease of addiction. Students will gain a better understanding of the complex dynamics that contribute to this biological and social phenomenon.

Date: Jun 1- Aug 18
Meetings: n/a
Location: Distance Learning
Fee: $300
Instructor: **Casey Jackson**
Course No.: TEX 495 Sec 45
Reg. No.: 38706

Learning Disabilities: Practical Information for Classroom Teachers
3 Ext Units

This course will lay the foundation for sensitive and appropriate assessment and evaluation of students; provide directions for program planning and implementation; illustrate the importance and the need for a close and positive partnership with parents (or alternative caregivers); and consider ways for ensuring that the home-school axis is effective and meaningful. Major trends and unresolved issues in the field of learning disabilities will also be covered.

Date: Jun 1- Aug 18
Meetings: n/a
Location: Distance Learning
Fee: $450
Instructor: **A.N. (Bob) Pillay**
Course No.: TEX 495 Sec 46
Reg. No.: 38707

Professional Development Courses

(continued)

Harassment in Schools: Guidelines & Policies for Prevention

1 Ext Unit

This course is designed to help you understand the issues surrounding harassment in schools and the intervention strategies to assist you or those you care about in protecting themselves from harassment. You will also learn the relationship between discrimination and harassment; legal and operational definitions of harassment; the impact of sexual harassment on victims and the workplace; methods for stopping harassment; and guidelines for creating and implementing policies to prevent harassment.

Date:	Jun 1- Aug 18
Meetings:	n/a
Location:	Distance Learning
Fee:	$150
Instructor:	**Terrie Scott**
Course No.:	TEX 495 Sec 47
Reg. No.:	38708

Sexually Transmitted Infections: Information for Education Faculty & Personnel

1 Ext Unit

This course was designed to provide an in-depth understanding of sexually transmitted infections and the epidemic that affects so many students each year. Pictures have been provided as an aid for understanding specific sexually transmitted infections. Students who choose not to view the pictures have the option to close the link to the pictures. This will in no way affect mastery, learning outcome or final grade.

Date:	Jun 1- Aug 18
Meetings:	n/a
Location:	Distance Learning
Fee:	$150
Instructor:	**Fay Cadwaller**
Course No.:	TEX 495 Sec 48
Reg. No.:	38709

Autism & Asperger's Disorder: Information & Effective Intervention Strategies

2 Ext Units

An introduction to Autism and Asperger's Disorder provides information on the characteristics of the disorder; learning styles associated with the disorder; communication weakness; and the various intervention strategies to enhance communication and learning and to teach more conventional behaviors that have proven to be successful when working with students with autism spectral disorders. Also provided are resources for educators, related service personnel and parents who would like more information on Autism and Asperger's Disorder.

Date:	Jun 1- Aug 18
Meetings:	n/a
Location:	Distance Learning
Fee:	$300
Instructor:	**Marrea Winnega**
Course No.:	TEX 495 Sec 49
Reg. No.:	38710

Functional Analysis: Introduction in Completing Behavior Assessments

2 Ext Units

To facilitate positive student behavior, this course is designed to provide you with an understanding of Functional Behavior Assessment (FBAs) and Positive Behavior Support (PBS) strategies. It will include an overview of the hierarchy of assessment procedures used to conduct Functional Behavior Assessments. It will also cover an overview of functional analysis procedures and treatment packages that can be implemented based on the results of the functional analyses. Particular emphasis will be placed on reinforcement-based interventions and dimensions of reinforcements. This course is of particular interest to educators who work with children with disabilities because results often lead directly to proactive intervention.

Date:	Jun 1- Aug 18
Meetings:	n/a
Location:	Distance Learning
Fee:	$300
Instructor:	**Mick Jackson**
Course No.:	TEX 495 Sec 50
Reg. No.:	38711

Inclusion: Working with Special Needs Students in Mainstreaming Classrooms

1 Ext Unit

This course is designed to assist special and general educators gain a better understanding of inclusion, a current educational reform movement that advocates educating students with disabilities in to the general student population.

Date:	Jun 1- Aug 18
Meetings:	n/a

Location:	Distance Learning
Fee:	$150
Instructor:	**Florah Luseno**
Course No.:	TEX 495 Sec 51
Reg. No.:	38712

### Talented & Gifted: Working with High Achievers

2 Ext Units

This course provides history, current law and accepted methods for referral, assessment and identification of talents and gifted students. It also covers major program models and methods of differentiating instruction to meet the rate and level of learning for students identified as well as ways to meet the affective needs of these students in a regular classroom. A list of resources is also provided for teachers and parents who would like more information.

Date:	Jun 1- Aug 18
Meetings:	n/a
Location:	Distance Learning
Fee:	$300
Instructor:	**Margie Arnzen**
Course No.:	TEX 495 Sec 52
Reg. No.:	38713

Understanding Aggression: Coping with Aggressive Behavior in the Classroom

3 Ext Units

This class includes classroom aggressive behavior topics such as violence; youth gangs; aggression in sports and on television; drugs and alcohol; and "hot spots." This course is designed to assist school personnel become more aware of the causes of aggression and the various ways to evaluate aggression and how to intervene. It also addresses aggression which is a result of driving, dating, sports, television, music and how these issues affect our communities.

Date:	Jun 1- Aug 18
Meetings:	n/a
Location:	Distance Learning
Fee:	$450
Instructor:	**Mick Jackson**
Course No.:	TEX 495 Sec 53
Reg. No.:	38714

Child Abuse: Working with Abused & Neglected Children

2 Ext Units

This course is designed to help you identify and effectively teach students affected by child abuse and/or neglect. The course teaches you to recognize the signs of physical abuse, emotional abuse, sexual

Professional Development Courses

(continued)

abuse, physical neglect and emotional neglect in students. It also discusses the specific factors that exist in families who abuse or neglect their children. A major emphasis in this course is on helping the participant understand the special learning needs of the abused or neglected child and how to meet those needs in the regular classroom. Working with parents and community agencies is also covered.

Date: Jun 1 - Aug 18
Meetings: n/a
Location: Distance Learning 🖱
Fee: $300
Instructor: **Joan Halverstadt**
Course No.: TEX 495 Sec 56
Reg. No.:   38715

Traumatized Children: The Effects of Stress, Trauma & Violence on Student Learning

2 Ext Units

This course is designed to help you identify and effectively teach students affected by stress, trauma and/or violence. Learn to recognize the signs of stress, trauma and violence in students. It also covers the factors which exist in families and communities where stress and violence are common. Emphasis is on helping the participant understand the special learning needs of the student who is experiencing stress, trauma or violence in his/her life and how to meet their needs. Working with parents and community agencies is covered.

Date: Jun 1- Aug 18
Meetings: n/a
Location: Distance Learning 🖱
Fee: $300
Instructor: **Joan Halverstadt**
Course No.: TEX 495 Sec 57
Reg. No.:   38716

Advanced Classroom Management: Children as Change Agents

2 Ext Units

Prerequisite: any introductory behavior management course
This course is geared primarily for educational professionals who serve children and youths presenting behavior problems in the school or community. It focuses on cognitive and cognitive-behavioral

interventions (often lumped together under the rubric "social skills") with an emphasis on teaching students how to change and manage their own behavior. Since previous knowledge and understanding of traditional behavioral (operant) concepts and strategies is required, it is strongly recommended that students take an introductory behavior management course to learn the basic terms and concepts of behavior management prior to taking this "advanced" course.

Date: Jun 1- Aug 18
Meetings: n/a
Location: Distance Learning 🖱
Fee: $300
Instructor: **Joe Kaplan**
Course No.: TEX 495 Sec 59
Reg. No.:   38717

Teaching Diversity: Influences & Issues in the Classroom

1 Ext Unit

This course is designed to give you the knowledge, tools and dispositions to effectively facilitate a diverse classroom. This course will help you understand and identify differences in approaches to learning and performance, including different learning styles and ways in which students demonstrate learning. An emphasis in this course will be on understanding how students' learning is influenced by individual experiences, talents, disabilities, gender, language, culture, family and community values. You will be challenged to apply knowledge of the richness of contributions from our diverse society to your teaching field.

Date: Jun 1- Aug 18
Meetings: n/a
Location: Distance Learning 🖱
Fee: $150
Instructor: **Karen Lea**
Course No.: TEX 495 Sec 60
Reg. No.:   38718

Educational Assessment: Assessing Student Learning in the Classroom

2 Ext Units

This course is designed to further develop the conceptual and technical skills required by teachers to help them identify their educational goals, and implement meaningful instructional strategies for effective learning by students with special needs. The focus of this course will therefore be on assessment for instructional programming. The course will outline procedures for designing or selecting, administering and interpreting, a variety of

informal assessment measures typically used in schools. The use of a range of informal assessment measures in the academic and social skills areas will form the core of the content to be covered. The presentation of assessment information in an acceptable format to parents and teachers will also be addressed.

Date: Jun 1- Aug 18
Meetings: n/a
Location: Distance Learning 🖱
Fee: $300
Instructor: **A.N. (Bob) Pillary**
Course No.: TEX 495 Sec 61
Reg. No.:   38719

For more information:
Call Babette Wald (310) 243-3730
Email bwald@lists.csudh.edu or
Visit the website
www.csudh.edu/extendeded

Early Childhood Professional Development

4 New Courses

The Program

These new early childhood professional development courses are designed to capture learners' interest, motive and teach key skills that are immediately transferable to work settings. Courses are provided on CD-ROM or DVD and workbooks with course activities, video examples and exercises. Students receive a loaner DVD or CD-ROM and course workbook via mail, and return completed assignments and loaners to the instructor.

Who Should Attend

Educators who need the flexibility of e-learning to advance their careers to the next step or compensation level. Learn at home or work, on your own computer, on your own time, at **your own pace**.

Special Features

self-paced

Each course is **self-paced** and interactive. An engaging narrative guides learners through a learn and practice format that includes a series of assignments to: write reflection that draw on prior knowledge; view lessons demonstrating teaching strategies and techniques; document observations through analyzing video scenes; create action

Early Childhood Professional Development Courses

(continued)

plans for transferring new strategies into the classroom; expand learning with field practice and/or observation experiences; research for more information or resources; and assess and evaluate learners' growth and course effectiveness.

Credit Information
Credit varies depending on course.

Courses

Starting Points 1: How to Begin with
Culturally Diverse Young Children (DVD)
TEX 495 Sec 411

Starting Points 2: How to Communicate with
English Language Learners (DVD)
TEX 495 Sec 412

Starts Points 3: How to Help Young ELL's
Build Language and Literacy (DVD)
TEX 495 Sec 413

The Power of Positive Communications:
Key Strategies to Support Learning and
Classroom Management (CD-ROM)
TEX 495 Sec 414

Reframing Discipline 1: Building the
Foundation for Success   TEX 495 Sec 415

Reframing Discipline 2: Building
Relationships, Reducing Conflicts
TEX 495 Sec 416

Reframing Discipline 3: Understanding
Difficult Behavior   TEX 495 Sec 417

Using Children's Literature to Teach Problem
Solving and Reduce Classroom Conflict
TEX 495 Sec 418

Costs, Books, & Materials
Each class is priced individually. There are no refunds.

Program Instructors

Cheryl Coon, J.D., L.L.M. researcher, writer and presenter using children's literature.

Lynn Reer, Ph.D., Visiting Asst. Professor of Bilingual/ESOL Education, Lewis and Clark College, Portland, Oregon

Sally Skelding, M.A. early childhood consultant, project consultant for Educational Productions.

SCHEDULED CLASSES

Starting Points 1: How to Begin with Culturally Diverse Young Children
1 Ext Unit

Discover core strategies for working successfully with culturally and linguistically diverse children. This video-based course highlights the dilemmas for mainstream teachers and the social-emotional issues of children entering their classrooms. Learn responsive strategies that help children ages three through eight years learn, cooperate and follow classroom expectations. These include: how to convey a sense of trust, how to connect with children and families, and how to build a community of acceptance that validates each child's language and culture.

Date:	Jun 1 - Aug 18
Meetings:	n/a
Location:	Distance Learning
Fee:	$150
Instructor:	Lynn Reer
Course No.:	TEX 495 Sec 411
Reg. No.:	38720

Starting Points 2: How to Communicate with English Language Learners
1 Ext Unit

Learn a critical set of communication strategies every early childhood educator and child care provider needs to be able to reach English language learners. See how to bridge the language barrier, transmit more of the curriculum and reduce guidance problems. This video-based course teaches how to use nonverbal communication very intentionally to ensure that children 3 to 8 years of age with diverse language backgrounds and diverse learning styles can take advantage of all the learning opportunities in classrooms and child care settings.

Date:	Jun 1 - Aug 18
Meetings:	n/a
Location:	Distance Learning
Fee:	$150
Instructor:	Lynn Reer
Course No.:	TEX 495 Sec 412
Reg. No.:	38721

Starting Points 3: How to Help Young ELL's Build Language and Literacy
1 ext Unit

A single classroom or child care setting may have children at many different stages of language development. Learn how to boost language and literacy skills for all children, including English language learners. This video-based course vividly shows how children acquire both their first and second languages and what to expect at each stage of language acquisition. Observe and analyze teaching practices that help children develop language comprehension. Strategies include how to help children build vocabulary in context and how to use multi-sensory experiences that integrate understanding and learning.

Date:	Jun 1 - Aug 18
Meetings:	n/a
Location:	Distance Learning
Fee:	$150
Instructor:	Lynn Reer
Course No.:	TEX 495 Sec 413
Reg. No.:	38723

The Power of Positive Communication: Key Strategies to Support Learning and Classroom Management
1 Ext Unit

Gain foundational skills that significantly change what happens in classrooms and child care settings. Learn how to use positive communication to assist every child, including English language learners and children with special needs. Build skills that support learning, social-emotional development and classroom management efforts. Presented on CD-ROM, this unique training has sequenced lessons, video examples, teacher interviews, interactive learning activities, opportunities to reflect, create action plans and practice new skills. Critical strategies for working with children from three to eight years.

Date:	Jun 1 - Aug 18
Meetings:	n/a
Location:	Distance Learning
Fee:	$150
Instructor:	Lynn Reer
Course No.:	TEX 495 Sec 414
Reg. No.:	38724

Reframing Discipline 1: Building the Foundation for Success
1 Ext Unit   *NEW!*

This course addresses the experience of many teachers that discipline issues just keep getting tougher. How do you find techniques and strategies that work? Identify common attitudes, beliefs and expectations that create barriers to positive outcomes with young children from 3 to 8 years. Exercises and video scenes show how to break the cycle of reacting to misbehavior. Discover how to turn conflict around through strategies that work with, instead of against, misbehavior.

Early Childhood Professional Development Courses

(continued)

See how teachers reframe discipline and use interventions that focus on skill building, furthering goals for individual children and the curriculum.

Date:	Jun 1-Aug 18
Meetings:	n/a
Location:	Distance Learning
Fee:	$150
Instructor:	Sally Skelding
Course No:	TEX 495 Sec 415
Reg. No:	38725

Reframing Discipline 2: Building Relationships, Reducing Conflicts
1 Ext Unit

NEW!

How can you reduce discipline problems that repeatedly cause disruptions? In this course, you will focus on a powerful influence on children's behavior discovered through research in early childhood classrooms. Learn how the connections we make and relationships we build with children from 3 to 8 years are prime motivators of positive, cooperative behavior. Watch and learn how to build relationships, even with children whose behaviors are most difficult - and see the kind of results that make a real difference on a daily basis.

Date:	Jun 1-Aug 18
Meetings:	n/a
Location:	Distance Learning
Fee:	$150
Instructor:	Sally Skelding
Course No:	TEX 495 Sec 416
Reg. No:	38726

For more information:
Call Babette Wald (310) 243-3730
Email bwald@lists.csudh.edu or
Visit the website
www.csudh.edu/extendeded

Reframing Discipline 3: Understanding Difficult Behavior
1 Ext Unit

NEW!

"Why is he always hitting? Why can't she stop grabbing from other kids?" These questions are actually the right ones to ask to understand more about misbehavior you have not been able to address successfully. In this course, watch instructive video scenes and learn how to problem solve and discover what provokes difficult behaviors in children from 3 to 8 years. See how understanding the causes of misbehavior is critical and guides decisions about effective strategies that support positive changes. Learn how to gather information, adjust expectations and individualize your interventions.

Date:	Jun 1-Aug 18
Meetings:	n/a
Location:	Distance Learning
Fee:	$150
Instructor:	Sally Skelding
Course No:	TEX 495 Sec 417
Reg. No:	38727

Using Children's Literature to Teach Problem Solving and Reduce Classroom Conflict
3 ext units

NEW!

Discover what a powerful tool children's literature can be to help address complex and challenging issues children experience. This video-based course teaches how to present selected books in a guided manner to acknowledge children's issues, address classroom behavior problems and nurture empathy for diverse needs and cultures. You will receive book recommendations and practical follow up strategies for working with children from 3 to 11 years. Topics include: how to share, making friends, aggression, disabilities, divorce, addiction, poverty and homelessness.

Date:	Jun 1 - Aug 18
Meetings:	n/a
Location:	Distance Learning
Fee:	$450
Instructor:	Cheryl Coon
Course No:	TEX 495 Sec 418
Reg. No:	38728

Credential in Designated Subject—Adult Education

Employment Outlook
Graduates find employment in public and private schools, community agencies, private industry, health services, government agencies, military settings, correctional and religious institutions, volunteer agencies and centers for older or exceptional adults.

Who Should Attend
The Designated Subject Teaching Credential Program is designed for students who meet the preliminary credential requirements and would like to fulfill the requirements for a clear Adult Education Credential as outlined by the California Commission on Teacher Credentialing.

Program Requirements for a Five-Year Preliminary Credential

- Academic subjects: Adult Basic Education English, Humanities, Foreign Language, Mathematics, Science, Social Science
- Non Academic Subjects: Arts & Crafts, Business Education, Foreign Language (conversational), Gerontology, Handicapped, Health & Safety, Health Occupations, Home Economics, Parent Education, Public Administration, and High school diploma also required.
- Bachelor's degree with 20 semester units or 10 upper division semester units in the subject to be taught or 5 years related work experience*
- Successful passing scores on the California Basic Educational Skills Test (CBEST)
- Completion of the US Constitution requirement (POL SCI 101 or equivalent) or exam.

* Full-time work experience must be verified by employer on company letterhead stationery and a brief statement of job responsibilities with the beginning and ending employment dates provided.

Credential in Designated Subject—Adult Education

(continued)

Program Requirements and Courses for a Clear Credential

- Possession of a valid preliminary Adult Credential, plus

Courses

Principles of Adult Education	TED 421
Methods and Materials of Adult Education Part I	TED 418
Methods & Materials of Adult Education Part II	TED 419
Supervised Field Experience	TED 423
Seminar in Adult Education: Credential Interns	TED 417
Counseling & Guidance for Teachers of Adult Education	TED 424
Health in Public Education (3) or	HEA 300
Health for Educators (1)	HEA 395
Computer Literacy for Teachers (1)	TED 420

Note: If you never held a California Credential before, fingerprinting will be required. Credential is issued by the State of California.

Level II Clear Credential candidates must complete Level II classes by end of 6th year of the Preliminary Credential

Level I Courses

CLEAR CREDENTIAL CANDIDATES MUST COMPLETE LEVEL I COURSES BEFORE THE END OF THE SECOND YEAR OF THEIR PRELIMINARY CREDENTIAL.

Principles of Adult Education (2)	TED 421
Methods & Materials I (2)	TED 418
Methods & Materials II (2)	TED 419

Level II Courses

Seminar in Adult Education: Credential Interns (1)	TED 417
Supervised Field Experience/Adult Education (2)	TED 423

Counseling & Guidance for Teachers of Adult Education (2)	TED 424
Health in Public Education (3) or	HEA 300
Health for Educators (1)	HEA 395
Computer Literacy for Teachers (1)	TED 420

Costs

Each unit is $165. A two-unit course is $330.

The Location

All classes (except field experience) are taught on-campus at California State University, Dominguez Hills.

About the Instructors

Ted Johnson, M.Ed., Program Coordinator, Career Administrator and Educator; Academic Coordinator District Adult Education and Academic Intervention Program, Los Angeles Unified School District

Roberto Ceja, M.A. Education; 26 years of experience as an educator and administrator in vocational and community adult education

Gina Hayes, M.A. Anthropology; M.A. Educational Administration; Assistant Principal Gardena-Carson Adult School

Julie Meuret, M.Ed.; 15 years experience as an adult educator and mentor teacher

Ron Ross, Ph.D. History; California lifetime credentials in teaching, counseling and school administration; 30 years experience as an adult educator

SCHEDULED CLASSES

Seminar In Adult Education
1 Unit

Corequisite: TED 423S-71, Consent of Instructor or Department
Addresses beginning adult education intern needs for working in ethnically, culturally, and language diverse adult school settings. Emphasis is on problem solving, discussion of competency checklists used in fieldwork.

Date:	Jun 3 & Jun 10
Time:	Sat 9am–5:30pm
Meetings:	2 (Sat Jun 3 & 10)
Location:	CSUDH SAC 1102
Fee:	$165
Instructor:	**Ted Johnson**
Course No.:	TED 417 Sec 71
Reg. No.:	38875

Fieldwork Experience: Adult Education
2 Units

Prerequisite: TED 418, 419 & 421; must be taken concurrently w/ TED 417.
Practical experience in teaching adults, including classroom, school, community, and individualized assignments to fulfill the particular needs of each intern.

Date:	Jun 2 & Aug 12
Time:	Fri 6–9pm, Sat 9am–12pm
Meetings:	2 (Fri Jun 2, mandatory mtg 6-9pm; Sat Aug 12, final mtg 9am-12pm)
Location:	CSUDH EE 1210
Fee:	$330
Instructor:	Ted Johnson
Course No.:	TED 423S Sec 71
Reg. No.:	38878

Materials & Methods Part I
2 Units

Course covers instructional techniques, evaluation of student achievement and the learning process in adult education.

Date:	Jun 16, 17, 23 & 24
Time:	Fri 4:30–9pm, Sat 9am–6pm
Meetings:	4 (2 Fri Jun 16 & 23; 2 Sat Jun 17 & 24)
Location:	CSUDH SAC 1104
Fee:	$330
Instructor:	**Roberto Ceja**
Course No.:	TED 418 Sec 71
Reg. No.:	38876

Materials & Methods Part II
2 Units

Prerequisite: TED 418
Covers instructional techniques, instructional technology, strategies to address the needs of diverse learners and resources in the Adult Education community. Emphasis will be placed on three specific groups: ESL students, older adults and exceptional adults.

Date:	Jul 7, 8, 14 & 15
Time:	Fri 4:30–9pm, Sat 9am–6pm
Meetings:	4 (2 Fri Jul 7 & 14; 2 Sat Jul 8 & 15)
Location:	CSUDH SAC 1102
Fee:	$330
Instructor:	**Gina Hayes & Julie Meuret**
Course No.:	TED 419 Sec 71
Reg. No.:	38877

Credential in Designated Subject–Adult Education

(continued)

Computer Literacy for Teachers

1 Unit

Identifies issues in the use of computer technology; provides on-line microcomputer experience in using and evaluating coursework and incorporating instructional computer use into a specific lesson; gives practice in the use of teacher utilities and application programs. CR/NC grading.

Date:	Aug 19 & 26
Time:	Sat 9am–5:30pm
Meetings:	2
	(2 Sat Aug 19 & 26)
Location:	CSUDH EE 1201
Fee:	$165
Instructor:	**Ted Johnson**
Course No.:	TED 420 Sec 71
Reg. No.:	38880

Principles of Adult Education

2 Units

Course is designed to meet the requirements for the Designated Subject Credential Topics include scope and function of adult education, knowledge of cultural differences in students and communities, curriculum, media and community relationships.

Date:	Jun 2, 3, 9 & 10
Time:	Fri 4:30–9pm, Sat 9am–6pm
Meetings:	4
	(2 Fri Jun 2 & 9;
	2 Sat Jun 3 & 10)
Location:	CSUDH SAC 1104
Fee:	$330
Instructor:	**Ron Ross**
Course No.:	TED 421 Sec 71
Reg. No.:	38881

Counseling & Guidance/ Adult Education

2 Units

Counseling techniques to meet the special needs of adult students, career counseling, interpersonal and communication skills.

|	
Date:	Jul 7, 8, 14 & 15
Time:	Fri 4:30–9pm, Sat 9am–6pm
Meetings:	4
	(2 Fri Jul 7 & 14; 2 Sat 8 & 15)
Location:	CSUDH SAC 1104
Fee:	$330
Instructor:	**Ron Ross**
Course No.:	TED 424 Sec 71
Reg. No.:	38879

Health for Educators

1 Unit

This class fulfills the coursework portion of the California Health Education requirement for the Designated Subjects Adult & Vocational Credentials.

Date:	Aug 11 & 12
Time:	Fri 4:30–9pm, Sat 9am–6pm
Meetings:	2 (1 Fri Aug 11; 1 Sat Aug 12)
Location:	CSUDH SAC 1104
Fee:	$165
Instructor:	**Gina Hayes**
Course No.:	HEA 395 Sec 71
Reg. No.:	38882

For more information or to make an appointment for advisement with Ted Johnson call the Adult Education Office at: (310) 243-2887 or (310) 243-2781 or visit the website: www.csudh.edu/extendeded/adulted.htm
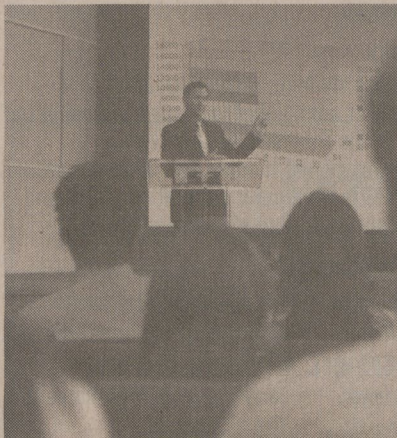
Assistive Technology Specialist
Certificate Program

A certificate program to prepare special education personnel for state & federal mandates in Assistive Technology

Online!

The Program

California State University Dominguez Hills and the Orange County Department of Education offer an online Certificate Program in the area of Assistive Technology. Federal and state laws require that school personnel be prepared to offer a full range of services to disabled persons in the area of assistive technology. This Certificate Program will prepare individuals to fully understand and implement these state and federal mandates. All of the courses offered meet the professional development hours for licensure renewal as required by the California Speech-Language Pathology and Audiology Board.

Who Should Attend

Educational administrators, teachers, and anyone who has the desire or professional need to learn the federal and state requirements for serving the disabled within their organizations, including:

- Special Education Teachers
- Occupational & Physical Therapists
- Speech and Language Specialists
- Rehabilitation Specialists
- Program Specialists
- Resource Specialists
- Psychologists
- Administrators

SPE 530 Introduction to Assistive Technology provides an overview which will be of interest to a broad audience including parents of disabled students as well as other interested members of the community.

Assistive Technology Specialist
Certificate Program

(continued)

COURSES

All courses carry 3 semester units of graduate-level education credit.

Introduction to Assistive Technology	SPE 530
Basic Assistive Technology	SPE 531
Advanced Assistive Technology	SPE 532
Administration of Assistive Technology Services	SPE 533
Capstone Course in Assistive Technology	SPE 537

About the Instructors

Larry Belkin, M.A. School Psychology; Chief, Special Education Services, Orange County Department of Education

Paul Richard, M.B.A.; Assistive Technology Coordinator, Orange County Department of Education

SCHEDULED CLASSES

Introduction to Assistive Technology
3 Units

Reviews the use of Assistive Technology as it relates to education, communication, vocation, recreation, and mobility for individuals with disabilities. Explores types of assistive technologies, functional assessments, resources, and district responsibilities.

Spring/Summer
Date:	Apr 3 – Jun 12
Location:	online
Fee:	$495
Instructor:	Larry Belkin & Paul Richard
Course No.:	SPE 530 Sec 41
Reg. No.:	38044

Summer /Fall
Date:	Jul 10 – Sept 18
Location:	online
Fee:	$495
Instructor:	Larry Belkin & Paul Richard
Course No.:	SPE 530 Sec 41
Reg. No.:	40011

Fall
Date:	Oct 2 – Dec 11
Location:	online
Fee:	$495
Instructor:	Larry Belkin & Paul Richard
Course No.:	SPE 530 Sec 42
Reg. No.:	40007

Basic Assistive Technology
3 units

Provides information regarding design and development of basic assistive technologies, compares human and system performance, and details the development of system interfaces.

Summer /Fall
Date:	Jul 10 – Sep18
Location:	online
Fee:	$495
Instructor:	Larry Belkin & Paul Richard
Course No.:	SPE 531 Sec 41
Reg. No.:	40012

Advanced Assistive Technology
3 Units

Teaches students to use and adapt a variety of assistive technology devices and software and apply these technologies in a wide range of integrated educational settings. ▶

Spring /Summer
Date:	Apr 3 – Jun12
Location:	online
Fee:	$495
Instructor:	Larry Belkin & Paul Richard
Course No.:	SPE 532 Sec 41
Reg. No.:	38045

Fall
Date:	Oct 2 – Dec 11
Location:	online
Fee:	$495
Instructor:	Larry Belkin & Paul Richard
Course No.:	SPEC 532 Sec 41
Reg. No.:	40008

Administration of Assistive Technology Services
3 Units

Provides students with information on a variety of administrative issues, including the role of the Transdisciplinary Team, identification of funding and other resources, specialized computer adaptations legal and ethical issues, and effective solutions.

Spring/ Summer
Date:	Apr 3 – Jun12
Location:	online
Fee:	$495
Instructor:	Larry Belkin & Paul Richard
Course No.:	SPE 533 Sec 41
Reg. No.:	38046

Fall
Date:	Oct 2 – Dec 11
Location:	online
Fee:	$495
Instructor:	Larry Belkin & Paul Richard
Course No.:	SPE 533 Sec 41
Reg. No.:	40009

Capstone Course in Assistive Technology
3 Units

Students will apply assistive technology skills by performing functional assessments, developing technology goals/objectives, and selecting appropriate assistive technology services for the disabled. Additionally, students will develop skills to facilitate the development of a system to deliver assistive technology devices and services.

Spring/ Summer
Date:	Apr 3 – Jun 12
Location:	online
Fee:	$495
Instructor:	Larry Belkin & Paul Richard
Course No.:	SPE 537 Sec 41
Reg. No.:	38047

Summer /Fall
Date:	Jul 10 – Sep 18
Location:	online
Fee:	$495
Instructor:	Larry Belkin & Paul Richard
Course No.:	SPE 537 Sec 41
Reg. No.:	40013

Fall
Date:	Oct 2 – Dec 11
Location:	online
Fee:	$495
Instructor:	Larry Belkin & Paul Richard
Course No.:	SPE 537 Sec 42
Reg. No.:	40010

For more information:
contact Paul Richard
Paul_Richard@ocde.k12.ca.us
Orange County Department of Education
PO Box 9050
Costa Mesa, CA 92628-9050
(714) 966-4140

visit the web site
http://www.csudh.edu/at/

Register by Phone (310) 243-3741 • Register by Fax (310) 516-3971 • eereg@csudh.edu • http://www.csudh.edu/extendeded/

Certificate in Community College Teaching

The Program

This certificate program is designed to enhance the skills, and thereby the employability, of the potential community college instructor. Students must either be enrolled in a graduate program, possess a master's degree in a subject area taught at the community college level, or be currently employed as an instructor in a community college.

Who Should Attend

CSUDH offers a three-course Certificate in Community College Teaching for those who would like to explore the option of a career teaching in a community college.

Location

GED 548 and GED 549 are taught on campus at CSUDH in Carson in the Fall semester. These courses are taught online in the Spring semester. Registrants for GED 594S will perform their internship at a local community college.

Courses

Effective College Teaching	GED 548
The Community College	GED 549
College Teaching Internship	GED 594S

About the Instructors

Rodger McGinness, Ed.D. Educational Leadership, Dean of Academic Afairs, Copper Mountain College, educator for 30 years and extensive experience as a community college administrator

Martha Sklar, Ph.D. Mathematics Education, educator for 20 years and extensive experience as a community college dean

Ramon Baltazar, MBA, Instructor Los Angeles Harbor College, graduate CSUDH Community College Teaching Certificate program

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Join those who have successfully completed the Certificate in Community College Teaching and are putting the knowledge gained to use:

"The course work provided me with a basic understanding of the goals and objectives of the California Community College system, and how the system operates. In addition, I was given the opportunity to intern at Harbor College which lead directly to my obtaining a teaching position there.

I highly recommend the Community College Teaching Certificate Program at California State University Dominguez Hills to anyone who is interested in pursuing a career in teaching at the community college level.

Ron Maricich

Scheduled Classes 🏛
Fall 2006

The Community College
2 Units

An overview of the history, mission and function of the community college. Topics include the history of higher education, the role of the community college, student characteristics, curriculum, finance, governance and the California Master Plan.

Date:	Sep 9 - Sep 30
Time:	Sat 9am-4:30pm
Meetings:	4
Location:	CSUDH EE 1206
Fee:	$330
Instructor:	Ramon Baltazar, MBA
Course No.:	GED 549 Sec 71
Reg. No.:	42029

Effective College Teaching
3 Units

Study of research, theory, and practices associated with teaching and learning processes within the community college system. Topics include course planning and organization, student diversity, teaching and student retention, and instructional technology.

Date:	Oct 14 - Nov 18
Time:	Sat 9am-4:30pm
Meetings:	6
Location:	CSUDH EE 1206
Fee:	$495
Instructor:	Rodger McGinness, PhD
Course No.:	GED 548 Sec 41
Reg. No.:	42028

Independent Study - Community College Teaching Internship
3 units

Completion of GED 548 & 549 with "B" or better

A discipline-specific internship will be arranged for each eligible student through the Internship Coordinator and will be jointly supervised by community college faculty and CSUDH Internship Coordinator.

Date:	Aug 26 - Dec 19
Time:	TBA
Fee:	$495
Instructor:	Martha Sklar, PhD
Course No.:	GED 594S Sec 71
Reg. No.:	42030

For more information:
call (310) 243-2781,
email eeprograms@csudh.edu or
visit the web site
www.csudh.edu/ccteaching

OPEN University

Open University is a program that permits members of the community to take regular University classes offered on the California State University, Dominguez Hills campus without going through the formal admissions process. Essentially, it "opens University" courses to the general public.

For more information **310-243-3741**   www.csudh.edu/open

See page 85

Grant Writing and Administration
Certificate of Completion

The Program
This program provides participants with a practical background to plan, write and manage successful grant proposals.

What You Will Learn
Students will gain practical knowledge needed to develop and strengthen funding proposals. Topics covered include:
- Strategic planning and program design
- Understanding the application process
- Managing projects and performance reporting

Who Should Attend
Individuals interested in learning how to write and manage winning grant proposals including educators, public administrators and nonprofit personnel.

Eligibility Requirements
This program is open to all individuals interested in learning about grant writing and administration.

Special Features
Courses are offered for Continuing Education Units (CEUs). Nationally recognized standards govern attendance requirements to earn CEU credit. A permanent record of attendance is established and students may obtain a copy of their transcripts by calling the Records Office at (310) 243-3621.

Certificate Requirements
A Certificate of Completion will be awarded upon completion of three required courses.

Required Courses
Pre Award Grant Administration   TEX 914
Evaluation and Grant Implementation
                               TEX 917
Post Award Grant Administration TEX 919

Program Instructor
Tami Foy, MPA, Executive Director, Compton Unified School District Education Foundation
Amber Wynn, MPA, CSULA
Consultant, Wynn & Associates

REQUIRED CLASSES

TEX 914 Pre Award Grant Administration
2.0 CEUs

TEX 917 Evaluation and Grant Implementation
2.0 CEUs

TEX 919 Post Award Grant Administration
2.0 CEUs

Register today!
Enrollment is limited

Scheduled Classes

Pre Award Grant Administration
2.0 CEUs
Participants will be introduced to relevant information needed for planning a successful grant proposal. Topics include: finding funders, developing budgets, gathering background information, identifying resources, and developing a proposal. In addition, the workshop will provide understanding of the application process, requirements and general guidelines for each funding entity. Visionary and futuristic models will be presented. Materials Included.

Date:	Jun 10 - 19
Time:	Sat 9am-4:30pm &
	Mon 6-9:30pm
Meetings:	4
Location:	CSUDH EE1202
Fee:	$150
Instructor:	**Tami Foy**
Course No.:	TEX 914 Sec 01
Reg. No.:	38700

Evaluation and Grant Implementation
2.0 CEUs
Participants will learn how to assess and develop an evaluation plan during this session as well as how to meet programmatic expectations. Timelines and performance reporting are critical in carrying out the grant project. Participants will work in groups during this session. Materials Included.

Date:	Jul 8 - 17
Time:	Sat 9am-4:30pm
	Mon 6-9:30pm
Meetings:	4
Location:	CSUDH EE 1202
Fee:	$150
Instructor:	**Amber Wynn**
Course No.:	TEX 917 Sec 01
Reg. No.:	38701

Post Award Grant Administration
2.0 CEUs
During this session, participants will learn the roles of principal investigator/project director. In addition, participants will learn how to complete financial and progress reports, prepare for an audit, manage the program/project and build capacity in their non-profits. Materials Included.

Date:	Jul 29 - Aug 7
Time:	Sat 9am-4:30pm
	Mon 6-9:30pm
Meetings:	4
Location:	CSUDH EE 1202
Fee:	$150
Instructor:	**Amber Wynn**
Course No.:	TEX 919 Sec 01
Reg. No.:	38702

For more information:
Call Babette Wald (310) 243-3730
Email bwald@lists.csudh.edu or
Visit the website
www.csudh.edu/extendeded

Spring Intersession 2006
May 22 - June 30 • Registration Begins April 10
Catch up or get ahead on your classes
For further information:
www.csudh.edu/springin • eereg@csudh.edu
310-243-3741

Summer Reading Programs for Children & Adults

Reading for enjoyment lasts a lifetime. It profoundly affects your child's academic and professional success, and it also shapes your child's character. No matter what your child's age, level of reading skill, and current attitude toward books, it's never too late to develop a love of reading.

Eight reading skills and speed reading programs are offered. Each program in this series produces a significant boost in reading skill and comprehension, and also helps to stimulate a lifelong interest in reading for pleasure.

ABOUT THE INSTRUCTORS

These popular classes are taught by instructors from the Institute of Reading Development.

REGISTRATION INFORMATION

For more information and to register call 800-979-8980.

SCHEDULED CLASSES

Reading Readiness Program R: For 4-Year Olds & Entering Kindergarteners
Noncredit

Kindergarten reading instruction is enjoyable and successful for students with strong reading readiness skills. In this program, your son or daughter will learn and practice alphabet, beginning phonics, and comprehension skills, while having fun and building confidence.

Session I
Date: Jul 24 - Aug 21
Time: Mon 9:30-10:45am
Meetings: 5
Location: CSUDH EE 1205
Fee: $199
Instructor: IRD
Course No.: NWRD 100 Sec 01
Reg. No.: 38761

Session II
Date: Jul 24 - Aug 21
Time: Mon 9:30–10:45am
Meetings: 5
Location: CSUDH EE 1206
Fee: $199
Instructor: IRD

Course No.: NWRD 100 Sec 02
Reg. No.: 38762

Reading Program 1: Beginning Reading Skills for Entering 1st Graders
Noncredit

First grade requires a strong foundation of reading skills and a high level of confidence. In this program, your son or daughter will experience success, while learning and using the skills required for first grade reading, including beginning phonics, sight vocabulary, reading aloud, and comprehension skills.

Session I
Date: Jul 26 – Aug 23
Time: Wed 11:45am–1:45pm
Meetings: 5
Location: CSUDH EE 1205
Fee: $299
Instructor: IRD
Course No.: NWRD 101 Sec 01
Reg. No.: 38763

Reading Program 2: Independent Reading Skills for Entering 2nd Graders
Noncredit

Success in second grade depends upon mastery of independent reading skills. In this program, your son or daughter will build confidence while learning and practicing these skills, including phonics, word-attack skills, multi-syllable words, sight vocabulary, reading aloud with expression, silent reading, and comprehension skills.

Session I
Date: Jul 26 – Aug 23
Time: Wed 2:30-4:30pm
Meetings: 5
Location: CSUDH EE 1205
Fee: $299
Instructor: IRD
Course No.: NWRD 102 Sec 01
Reg. No.: 38764

Reading Program 3: Reading Skills Program for Entering 3rd Graders
Noncredit

In third grade, students become fluent readers. In this program, your son or daughter will learn and practice the skills required to achieve fluent independent reading, including phonics, word-attack skills, multi-syllable words, sight vocabulary, silent reading, reading with expression, and comprehension skills.

Session I
Date: Jul 26 – Aug 23
Time: Wed 9-11am
Meetings: 5
Location: CSUDH EE 1205
Fee: $299
Instructor: IRD
Course No.: NWRD 103 Sec 01
Reg. No.: 38765

Reading Program 4: Reading Fluency and Comprehension Skills for Entering 4th & 5th Graders
Noncredit

In fourth and fifth grade, students must read complex text fluently, with strong comprehension. In this program, our average student gains more than one grade level in reading comprehension, while learning to read complex words and sentences more fluently. Your son or daughter will learn to identify main ideas, take notes for book reports, study for tests, and improve concentration and recall.

Session I
Date: Jul 24 – Aug 21
Time: Mon 2:45–4:45pm
Meetings: 5
Location: CSUDH EE 1205
Fee: $299
Instructor: IRD
Course No.: NWRD 104 Sec 01
Reg. No.: 38766

Session II
Date: Jul 24 – Aug 21
Time: Mon 2:45–4:45pm
Meetings: 5
Location: CSUDH EE 1206
Fee: $299
Instructor: IRD
Course No.: NWRD 104 Sec 02
Reg. No.: 38767

Summer Reading Programs for Children & Adults

(continued)

Reading Program 5: Comprehension Training and Speed Reading Skills for Entering 6th - 8th Graders

Noncredit

In this program, our average student improves reading comprehension one or two grade levels while more than doubling reading speed. Because reading becomes easier and more enjoyable, our students develop the habit of reading for pleasure. Your son or daughter will learn the best way to improve vocabulary, study textbooks, take notes, and prepare for tests.

Session I

Date:	Jul 24 – Aug 21
Time:	Mon 11:30am–2pm
Meetings:	5
Location:	CSUDH EE 1205
Fee:	$299
Instructor:	IRD
Course No.:	NWRD 105 Sec 01
Reg. No.:	38768

Session II

Date:	Jul 24 – Aug 21
Time:	Mon 11:30am–2pm
Meetings:	5
Location:	CSUDH EE 1206
Fee:	$299
Instructor:	IRD
Course No.:	NWRD 105 Sec 02
Reg. No.:	38769

Reading Program 6: Speed Reading Skills and Comprehension Training for Entering 9th – 11th Grades

Noncredit

In this program, our average student improves reading comprehension one or two grade levels while more than doubling reading speed. Because reading becomes easier and more enjoyable, our students develop the habit of reading for pleasure. Your son or daughter will learn the best way to improve vocabulary, study textbooks, take notes, and prepare for tests. This program is way to prepare for the SAT and

Date:	Jul 27–Aug 24
Time:	Wed 4–6:30pm
Meetings:	5
Location:	CSUDH SAC 1104
Fee:	$299
Instructor:	IRD
Course No.:	NWRD 106 Sec 01
Reg. No.:	38770

Reading Program 7: Speed Reading for Work, School and Recreation for Adults, College Students and Entering High School Seniors

Noncredit

When you complete our adult speed reading program, you will read three to four times as fast in novels, newspapers, and most business and school materials. In more difficult reading, such as academic and professional journals or college textbooks, you will read two to three times as fast.

Session I

Date:	Jul 27–Aug 24
Time:	Tue 7–9:30pm
Meetings:	5
Location:	CSUDH SAC 1102
Fee:	$299
Instructor:	IRD
Course No.:	NWRD 107 Sec 01
Reg. No.:	38771

Returning this Fall!

Family Child Care

Certificate of Completion

Required Courses

Your Family Childcare Business
TEX 906

Setting Up Your Home Environment
TEX 907

Preparing Nutritious Meals and Snacks
TEX 908

Curriculum, Observation and Assessment
TEX 909

Working with Parents/Positive Discipline
TEX 910

Networking and Professional Development
TEX 911

For more information:
Call Babette Wald (310) 243-3730
Email bwald@csudh.edu or
Visit the website
www.csudh.edu/extension/famchcare.htm

Music Teachers

3 week intensive course on Eurhythmics taught by one of America's leading licensed exponents of the Dalcroze Method, **Dr. Stephen Moore**. Course will combine training in Eurhythmics, Solfegerythmique, and Improvisation. Participants will earn 45 hours toward Dalcroze Certification in Eurhythmics.

Music for Children

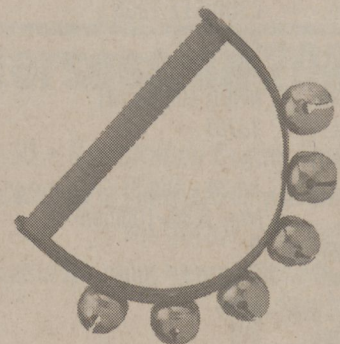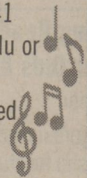|	
Date:	Jun 6 – Jun 22
Time:	TWTh 5pm-10pm
Course No.:	Music 340 Sec 61
Reg. No.:	38495

For more information:
Call (310) 243-3741
Email eereg@csudh.edu or
Visit the website
www.csudh.edu/extendeded

Independent Filmmaking A-Z
Produce, Write, Direct, and Distribute Feature Films

The Program
This is the course that launched the careers of Quentin Tarantino, Christopher Nolan (Momento), and Guy Ritchie (Snatch). In one weekend you learn how to take an idea, obtain the script, create a budget, finance the project, direct the shoot, edit the film, attend festivals, secure an agent, and then market, sell, and distribute around the world.

What You Will Learn
Saturday (Filmmaking) focuses step-by-step on the actual process of shooting the film, from scheduling to lighting to cinematography. Sunday (Film Business) is dedicated to the business of financing, distributing, and selling that film globally. The course applies to feature films with budgets ranging from as low as $5,000 to as high as $5 million.

- Producing low-budget features
- Directing independent film
- Writing screenplays that sell
- Shooting artistically but cost-effectively
- Financing films
- Foreign sales, video and cable deals, festival awards

Special Features
Bonus: Digital Filmmaking Nuts-and-Bolts and Screenwriting A-Z.
All enrollee's receive a filmmaker's workbook and a certificate of completion. **Enrollment is limited.** The class is one weekend in length.

Program Instructor
Dov S-S Simens, founder of the Hollywood Film Institute, has been producing films for the past decade, and has taught in the film schools at USC, UCLA, and NYU in addition to his independent film workshops.

(Note: Register early to ensure a seat in the class. Must register by the Thursday before the class, close of business! Enrollment is limited!)

Independent Filmmaking A-Z
Noncredit

Date:	Jun 3 & 4
Time:	Sat 9am-6pm, Sun 9am-6pm
Meetings:	2
Location:	Hollywood Film Institute 1223 Olympic Blvd. Santa Monica, CA 90404
Fee:	$389
Instructor:	Dov S-S Simens
Course No.:	NAFL 104 Sec 01
Reg. No.:	38868

Independent Filmmaking A-Z
Noncredit

Date:	Aug 5 & 6
Time:	Sat 9am-6pm, Sun 9am-6pm
Meetings:	2
Location:	Hollywood Film Institute 1223 Olympic Blvd. Santa Monica, CA 90404
Fee:	$389
Instructor:	Dov S-S Simens
Course No.:	NAFL 104 Sec 02
Reg. No.:	38869

Entrepreneurship & Leadership Studies

Courses in the program include
- Essentials of Entrepreneurship
- Business Plan Development
- Positioning for & Finding Financing
- Buying and Selling a Business.

The Certificate program requires the completion of the 4 required courses indicated above. The courses may be taken in any sequence and are self-paced.
For more information:
310-243-3741

The Reviews...
"Amazing… A massive amount of information."
LA Times

"Brilliant… It's a boot camp for filmmakers."
Wall St. Journal

For more information:
call (310) 243-3741,
email eereg@csudh.edu or
visit the web site
http://www.csudh.edu/extendeded

OPEN University

Open University is a program that permits members of the community to take regular University classes offered on the California State University, Dominguez Hills campus without going through the formal admissions process. Essentially, it "opens University" courses to the general public.

For more information 310-243-3741
www.csudh.edu/open

Nursing Master of Science Online

The Program

The MSN program prepares leaders for advanced practice in the roles of Nurse Educator or Gerontology Clinical Nurse Specialist (CNS). Coursework and clinical practice are based on advanced know-ledge and the critique and application of theory and research as a scientific foundation for advanced practice in nursing. Through personalized academic advisement, the students' programs of study are tailored to reflect their learning needs and professional goals.

What You Will Learn

Upon completion of the MSN program, graduates should be able to:

1. Use epidemiological, social, environmental, and physiological data to draw inferences regarding the health status of individuals, families, groups, and communities, with a special emphasis on vulnerable, high risk and diverse populations;
2. Develop, monitor and evaluate comprehensive, holistic plans of care that address the health promotion, disease prevention and health deviation needs of client populations;
3. Incorporate theories and research in generating nursing interventions to promote, preserve and restore health and healthy lifestyles in client populations;
4. Foster multidisciplinary approaches to strategies and resources to empower client populations to attain and maintain maximal functional wellness;
5. Influence regulatory, legislative and public policy in private and public arenas to promote and preserve healthy communities; and
6. Practice in advanced leadership roles to influence professional and healthcare systems.

Admission Requirements

1. Completion of a BSN degree from an NLNAC- or CCNE-accredited program in a regionally accredited institution or its equivalent as determined by the CSUDH Nursing Student Affairs Committee.

2. Overall grade point average of 3.0 (on a 4-point scale) or higher in the last 60 semester (90 quarter) units taken.
3. Current and active RN license in the United States.
4. Satisfaction of the Graduation Writing Assessment Requirement (GWAR) achieved prior to or during the first semester of coursework.
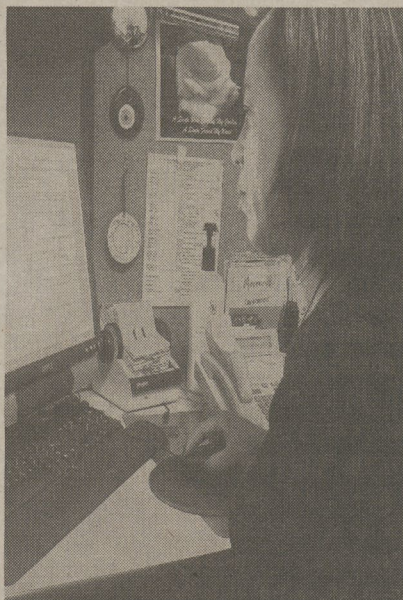
Graduate Course Prerequisites

Some MSN courses require successful completion of prerequisites not offered as part of the MSN program, but available through the BSN program. The courses must be undergraduate upper division:

1. Statistics course (descriptive and inferential) or equivalent, prerequisite to MSN 530;
2. Nursing research course or equivalent, prerequisite to MSN 530;
3. Health assessment course with clinical lab or equivalent, within the last 5 years; and
4. Pathophysiology course or equivalent for Clinical Nurse Specialist role.

Special Features

Nurses with Non Nursing Bachelor's Degrees

RNs who have earned a bachelor's degree in another field may be eligible for the B.A./B.S. Pathway Program leading to the MSN degree upon completion of designated courses. Contact the School of Nursing for more information at eereg@csudh.edu or (310) 243-3741

Degree Requirements

Students complete 17 units of core courses and then begin specialty role courses as either a Nurse Educator or a Gerontology Clinical Nurse Specialist (CNS). Nurse Educators must also develop an advanced clinical focus by taking a course related to clinical practice in a specialty. Students complete 33-40 units of coursework and role performance, and additional units allocated to taking a comprehensive examination (registration for 3 elective units), or doing a directed project or thesis (3 units) to meet the MSN degree requirements. Students must also satisfy the GWAR.

Academic Policies

A cumulative grade point average (GPA) of 3.0 or higher is required in all courses taken to satisfy the requirements for the MSN degree. A student will be placed on probation if, in any term, he or she has failed to earn a GPA of 3.0 or higher for taken through that term. During the subsequent probationary term, the student must achieve a GPA sufficiently high to bring the cumulative GPA to 3.0 or higher. Failure to do so will result in dismissal from the program. Any student receiving a grade of "C" or lower during any term must consult immediately with the

Nursing Master of Science Online

continued

graduate advisor as soon as the grade report is issued.

Curriculum

The curriculum consists of core courses, specialty theory and role performance courses, and electives, with a capstone experience of a comprehensive examination or directed project or thesis.

Clinical Practice Experience

Advanced role and graduate-level clinical practice experience is offered through the role performance courses. These courses occur in the student's local field setting and involve a local preceptor, as well as the online course instructor. The required total number of hours of practice varies by role option; in general, one unit of credit equals

48 hours of clinical practice in the field. All students are responsible for maintaining an active RN license, and proof of necessary health exams, immunizations, CPR and universal precautions training, and personal professional liability insurance coverage during role emphasis coursework and role performance experiences.

Courses

Core Courses – taken before enrollment in Role courses

Nursing Informatics (1)	MSN 501
Advanced Nursing Roles (2)	MSN 504
Theories for Advanced Nursing Roles (3)	MSN 510
Health Care Policy/Economics (3)	MSN 513
Health Promotion/Disease Prevention (3)	MSN 514
Research Utilization in Advanced Nursing Practice (3)	MSN 530
Ethics in Advanced Nursing Roles (2)	MSN 535

Role Emphasis Courses

A. Nurse Educator Role

Nurse Educator: Theory (4)	MSN 521
Nurse Educator: Role Performance I (2)	MSN 551
Nurse Educator: Role Performance II (2)	MSN 561
Nurse Educator: Role Performance III (2)	MSN 571

Elective (Clinical practice focus) (3)
OR

B. Gerontology CNS Role

CNS: Gerontology (6)	MSN 524

Advanced Pharmacology (3)	MSN 526
Advanced Health Assessment (3)	MSN 527
Gerontology CNS: Role Performance (2)	MSN 554
Therapeutic Interventions: Gerontology CNS Role Performance (2)	MSN 564
Organizational Strategies: Gerontology CNS Role Performance (2)	MSN 574
Culminating Role Performance: Gerontology CNS (2)	MSN 584

These courses must be taken concurrently with the Role Emphasis courses:

Applied Research for Nursing Practice I (1)	MSN 591
Applied Research for Nursing Practice II (2)	MSN 592
Capstone Experience Directed Project or Thesis (3)	MSN 599

Comprehensive Examination (0) with Additional nursing elective (3)

Nursing Bachelor of Science Online

Complete the B.S. degree in Nursing via World Wide Web at a time and place convenient to you!

The Program

A bachelor's degree can help you achieve your goals, and now you can earn your degree at home via the World Wide Web, at times convenient to you. No need to quit your job to go back to school, or commute long distances to campus.

The Division of Nursing at California State University, Dominguez Hills offers a Web-based program to complete your Baccalaureate Degree in Nursing to English speaking nurses worldwide. Graduates are prepared to function in a rapidly changing health care system in a variety of roles and health settings.

A prestigious program that is individualized for the self-directed, working nurse…an ideal way for RNs to complete their B.S. Degree in Nursing via the World Wide Web.

California State University, Dominguez Hills is fully accredited by the Western Association of Schools and Colleges (WASC), and the Division of Nursing is fully accredited by the National League for Nursing Accrediting Commission (NLNAC).
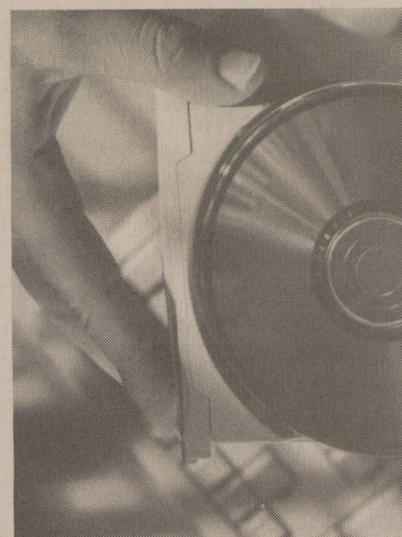
Admission Requirements

1) RN licensure in USA or its equivalent
2) Minimum of 56 semester units of transferable college credit
3) University level prerequisites in basic skills of English, math, speech and critical thinking
4) Grade point average of 2.0 if education completed in English or 2.4 if English is a second language
5) There are no entrance exams prior to admission. However, academic advisement via e-mail is recommended.

Technical Requirements

Students participating in courses will need to have access to the following:

1) Pentium 100 or faster IBM-compatible or comparable Macintosh computer
2) 16 MB of RAM
3) Minimum 28.8 modem
4) Internet access (including email and World Wide Web)
5) Netscape 3.01 or higher or Internet Explorer 4.0 or higher Web browser

Courses

Introductory Courses

Technology for the Information Age (1)	BSN 301
Expanding Professional Nursing Horizons (2)	BSN 310

Nursing Support Courses

Life Cycle (3)	BSN 315
Human Diversity and Health Care (4)	BSN 305
Pathophysiology (4)	BSN 345
Statistics (3)	BSN 405

Integrated Nursing Support Courses

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Nursing Bachelor of Science Online

(continued)

Professional Collaboration (3)	BSN 340
Health Assessment* (4)	BSN 380
Health Promotion & Teaching (3)	BSN 400
Community Based Nursing I* (5)	BSN 410
Community Based Nursing II* (5)	BSN 420
Health Care Systems, Policy and Finance (3)	BSN 430
Professional Nursing Roles (3)	BSN 440
Principles of Leadership & Management in Nursing* (5)	BSN 450
Research Utilization (3)	BSN 460

Elective Courses (Choose 3 units)

Complementary & Alternative Health Care Modalities (1)	BSN 325
Biochemistry (4)	BSN 335
Continuous Quality Improvement in Healthcare (1)	BSN 416
Nursing and Telehealth (2)	BSN 426
Principles of Healthcare Budgeting (2)	BSN 436
Introduction to Case Management (2)	BSN 446
Health and the Global Village (1	BSN 456)

* Performance Courses

Performance courses have a required clinical field experience component that can be completed under the guidance of an approved preceptor in your home locale. A variety of health care settings can be used, depending upon the course content and desired objectives.

Costs

The cost of each unit is $225

For further information contact:
(310) 243-3741   eereg@csudh.edu
www.csudh.edu/extendeded
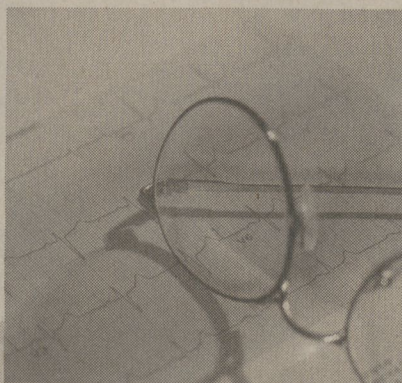
Administrative Medical Specialist

Certificate of Completion (Introduction to Medical Billing, Coding and Front Office Skills)

Online!

About the Program

Through this self-paced, online program students will gain basic working knowledge of medical billing and reimbursement and will be introduced to national diagnostic and procedural coding systems. An introduction to medical office computer software is also included along with basic medical terminology. The program prepares students for the Certified Coding Associate (CCA) exam offered by the American Health Information and Management Association (AHIMA) as well as the Certified Medical Administrative Specialist (CMAS) exam offered by the American Medical Technologists Association (ATM).

What You Will Learn

Upon successful completion of the course, students should:

- Be able to perform valuable front office functions for a medical office
- Be prepared for the CCA and CMT national certification exams
- Be knowledgeable of medical coding and medical billing
- Know how to complete insurance claim forms
- Be able to input patient information, schedule, and code using medical software
- Be prepared to take an advanced coding course

Employment Outlook

There is a tremendous demand for individuals with knowledge of medical office operations, billing and coding. Every health care provider must submit proper documentation to a number of insurance companies for reimbursement, creating numerous opportunities for trained individuals in medical offices, clinics, and hospitals, as well as home-based employment.

Who Should Attend

This certificate is valuable for anyone seeking an entry-level position in medical billing or coding or those interested in changing job skills for opportunities in medical offices.

Eligibility Requirements

Students should be proficient in keyboarding, have a basic understanding of a word processing computer program (Microsoft Word recommended), and have command of English grammar and punctuation. No healthcare or medical office work experience is required.

PC Requirements

This online course must be taken from an IBM Compatible (PC) computer running Windows (98 or any later version) with a CD ROM drive for installing the MediSoft Patient Accounting Software demo. Students will need to have access to a word processing program like Microsoft Word or Works and a free version of Adobe Acrobat Reader. This course is not for Macintosh computer users.

Special Features

This program is offered online to provide a concise web-based training experience for the independent learner. This course is self-paced and is available for immediate registration.

Certificate Requirements

A Certificate of Completion will be awarded upon successful completion of all modules in the program. You must earn 70% on all work submitted to receive the certificate.

Courses

Administrative Medical Specialist MDX 905

The Cost

The cost for the entire program is $1,470. All work must be completed within six months of your registration.

This course is offered cooperatively by California State University, Dominguez Hills and Gatlin Education Services. Due to this format, **fees cannot be refunded**. We encourage you to preview detailed course outlines, demonstrations, and ratings by visiting our website at

Administrative Medical Specialist

Certificate of Completion

(continued)

www.csudh.edu/extension/healthonline and clicking on the course demonstration button.

For student loan information for continuing education students, call The Education Resources Institute (TERI) at (800) 255-8374, extension 2.

Books and Materials

All materials are included with the course fee: Medical Terminology Made Easy with audiotape, current ICD-9 and CPT-4 code books, Book of Medical Abbreviations, medical dictionary, and MediSoft Patient Accounting demo CD.

Instructors

All instructors will be provided by GES.

SCHEDULED CLASS

Administrative Medical Specialist

24 CEUs

Date:	Online
Time:	Self-paced
Meetings:	240 Hours
Location:	Online
Fee:	$1470
Instructor:	Gatlin Education Services
Course No.:	MDX 905 Sec 01
Reg. No.:	38051

For more information:
Call (310) 243-3741
Email eereg@csudh.edu or
Visit the website
www.csudh.edu/extension/healthonline

OPEN University
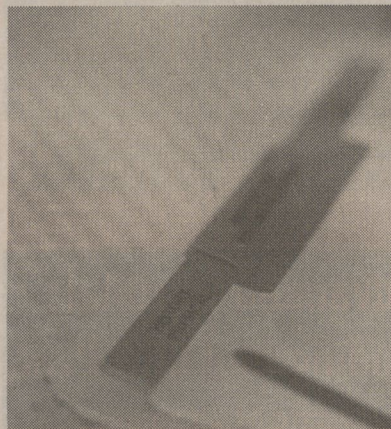
For information call
310-243-3741

www.csudh.edu/open

Advanced Coding for the Physician's Office

Certificate of Completion

Online!

The Program

This online program is designed to advance the coding skills of front desk personnel—those coding even the most extensive procedures. This program offers complete and accurate instruction, which helps students improve their skills in compliance and reimbursement and acquire the skills necessary to maintain coding accuracy. For individuals seeking to advance in the coding industry, this course provides the knowledge needed to do so. Not only will individuals advance in their knowledge, but will also be more confident in their abilities. As a result, there will be increased accuracy in code selections causing a smoother billing process and timely reimbursement.

What You Will Learn

Complete details in CPT-4, ICD-9-CM (Volumes 1 & 2), and HCPCS coding are covered as well as information on the Correct Coding Initiative (CCI), compliance and reimbursement issues, and E&M guidelines. Code by code details and tips are provided to ensure that in-depth knowledge is acquired.

The American Academy of Professional Coders (AAPC) study guide for the Certified Professional Coder (CPC) certification exam is included at the end of the course. This course prepares students for the CPC certification exam.

Employment Outlook

Continuous changes in the coding and billing industry have created an incredible demand for individuals trained in advanced coding. This growth is driven by the health care needs of the aging population and the growing number of health care practitioners. As a result, the demand for qualified individuals able to handle the complexity of paper and electronic information is increasing.

Who Should Attend

This certificate is valuable for experienced coding practitioners. This includes:

- Individuals who have completed the Administrative Medical Specialist course and want to advance their coding knowledge
- Individuals seeking to enhance their coding skills specifically for a physician's office setting
- Individuals seeking to enhance their coding skills to make themselves more marketable in the workplace
- Individuals seeking preparation for national industry certification as a Certified Procedural Coder

Eligibility Requirements

This course is not an entry level course and is designed specifically for students with previous coding experience, previous education, or those who have successfully completed the Administrative Medical Specialist course. Students should possess knowledge of Medical Terminology and basic understanding of CPT-4 (CPT), ICD-9-CM (ICD-9) and HCPCS coding principles.

Special Features

This program is offered online to provide a concise web-based training experience for the independent learner. This course is self-paced and is available for immediate registration.

Certificate Requirements

A Certificate of Completion will be awarded upon successful completion of all modules in the program. You must earn 70% on all work submitted to receive the certificate.

Advanced Coding for the Physician's Office

Certificate of Completion

(continued)

Courses
Advanced Coding for the Physician's
Office   MDX 902

The Cost
The cost for the entire program is $1,270. All work must be completed within three months of your registration.

This is course offered cooperatively by California State University, Dominguez Hills and Gatlin Education Services. Due to this format, **fees cannot be refunded**. We encourage you to preview detailed course outlines, demonstrations, and ratings by

visiting our website at www.csudh.edu/extension/healthonline and clicking on the course demonstration button.

For student loan information for continuing education students, call The Education Resources Institute (TERI) at (800) 255-8374, extension 2.

Books and Materials
All books and materials are included. Students are expected to have their own reference books (Current year CPT, HCPCS, and ICD-9-CM coding books).

Instructors
All instructors will be provided by GES.

SCHEDULED CLASS

Advanced Coding for the Physician's Office
8 CEUs

Date:	Online
Time:	Self-paced
Meetings:	80 Hours
Location:	Online
Fee:	$1,270
Instructor:	Gatlin Education Services
Course No.:	MDX 902 Sec 01
Reg. No.:	38049

For more information:
Call (310) 243-3741
Email eereg@csudh.edu or
Visit the website
www.csudh.edu/extension/healthonline

Advanced Hospital Coding and CCS Prep

Certificate of Completion

Online!

The Program
This course prepares students for the Certified Coding Specialist (CCS) certification exam offered by American Health Information Management Association (AHIMA). This course utilizes existing knowledge of medical terminology and health care science and is designed for the experienced coding practitioner. Students will heighten their facility coding skills and be prepared for employment testing job performance and successful completion of industry certification exam.

What You Will learn
- This course provides an overview of the payment systems used by health care facilities enabling students to gain an understanding of the impact of their codes. This objective will be obtained by the use of DRG's and APC's.
- The format and content of medical records are discussed, enabling students to find and understand information in a medical record.
- The course provides the coding guidelines used in facility coding for inpatients, ambulatory surgery and outpatient diagnostic patients by reviewing the Official Coding Guidelines in detail.
- This course prepares students for the AHIMA CCS exam. This course provides study tips for the exam and includes the official study guide.

Employment Outlook
Coders of all levels must undergo continuing education to stay current with constantly

changing regulations. Certification is increasingly becoming an industry standard, with most hospitals using coders with previous exposure to facility coding or those who are already certified.

Who Should Attend
This certificate is valuable for experienced coding practitioners. This includes:

- Individuals currently coding for a physician's office or working for a billing service who want to learn and develop facility coding skills
- Individuals seeking to enhance their coding skills to make themselves more marketable in the workplace
- Individuals seeking preparation for national industry certification as a Certified Coding Specialist

Eligibility Requirements
This course is not an entry level course and is designed specifically for students with previous coding experience, previous education, or those who have successfully completed the Administrative Specialist course. Students should have a high school diploma/GED and a minimum of 2 years experience with:

- Medical Terminology
- Anatomy, Physiology, & Pathology
- ICD-9-CM coding
- CPT-4 coding

Special Features
This course is offered online to provide a concise web-based training experience for the independent learner. This course is self-paced and is available for immediate registration.

Certificate Requirements
A Certificate of Completion will be awarded upon successful completion of all modules in the program. You must earn 70% on all work submitted to receive the certificate.

Courses
Advanced Coding for the
Physician's Office   MDX 904

Cost
The cost for the entire program is $1,570. All work must be completed within three months of your registration.

This course is offered cooperatively by

Advanced Hospital Coding and CCS Prep
Certificate of Completion
(continued)

California State University, Dominguez Hills and Gatlin Education Services. Due to this format, **fees cannot be refunded**. We encourage you to preview detailed course outlines, demonstrations, and ratings by visiting our website at www.csudh.edu/extension/healthonline and clicking on the course demonstration button.

For student loan information for continuing education students, call The Education Resources Institute (TERI) at (800) 255-8374, extension 2.

Books and Materials Included
Faye Brown's Coding Handbook and Workbook AHIMA's Clinical Coding Workout: Practice Exercises for Skill Development

Required Books NOT Included
Current ICD-9-CM Volumes 1, 2 & 3
Current CPT codebook
HCPCS codebook

Instructors
All instructors will be provided by GES.

SCHEDULED CLASS

Advanced Hospital Coding and CCS Prep.
8 CEUs

Time:	Self-paced
Meetings:	80 Hours
Location:	Online
Fee:	$1,570
Instructor:	Gatlin Education Services
Course No.:	MDX 904 Sec 01
Reg. No.:	38050

For more information:
Call (310) 243-3741
Email eereg@csudh.edu or
Visit the website
www.csudh.edu/extension/healthonline

Medical Transcription
Certificate of Completion

Online!

The Program
This online program provides students with a working knowledge of medical terminology as well as the skills needed to transcribe medical reports. The program is designed to provide students with a beginning knowledge of the transcription of medical records and to provide students with the skills needed to obtain an entry-level position as a medical transcriptionist.

What You Will Learn
Upon successful completion of the course, the student will be able to accomplish the following.

- Describe the importance of the confidential nature of medical reports.
- Describe the content and purpose of the medical reports used.
- Transcribe medical reports using correct report format.
- Transcribe medical reports using correct capitalization, number, punctuation, abbreviation, symbols, and metric measurement rules
- Spell correctly the English and medical terms in addition to the abbreviations, either by memory or by using a dictionary/reference book.
- Define the medical terms and abbreviations presented, either by memory or by using a dictionary/reference book.
- Define the prefixes, combining forms and suffixes presented and use them to build medical terms.
- Identify and/or define the knowledge, skills, abilities, and responsibilities required of medical transcriptionists.
- Understand networking through the professional organization as well as career opportunities.

Employment Outlook
Healthcare is a rapidly growing field, and the demand for quality documentation is increasing.

Who Should Attend
This certificate if valuable for anyone interested in gaining the education and skills necessary to enter the Medical Transcription field or those interested in changing careers to become a medical transcriptionist.

Eligibility Requirements
No previous medical experience is required; however, students should have:

1. command of a word-processing computer program to include the ability to create documents, proficiency in keyboarding, sending email, printing, and browsing the Internet, and
2. knowledge of English grammar, punctuation and sentence structure
3. excellent editing and proofreading skills

System Requirements
- Windows 98 or later OR Mac OS 9.0 or later
- 32 MB RAM
- 25 MB hard disk space (additional space required to store voice files)
- Display mode set to 800x600 pixels with 256 colors or higher
- Double-speed CD-ROM
- USB port or Serial port

Not for Mac Users. The Hillcrest Beginning Medical Transcription textbook includes a floppy disk that includes templates you will use for transcribing. This diskette is only compatible with PC computers. GES has converted the templates to MS Word format for students who have compatibility issues with the disk, so you will need a word processing program that is compatible with MS Word.

Special Features
This program is offered online to provide a concise web-based training experience for the independent learner. This course is self-paced and is available for immediate registration.

Certificate Requirements
A Certificate of Completion will be awarded upon successful completion of all modules in the program. You must earn 70% on all work submitted to receive the certificate.

Courses
Medical Transcription	MDX 906

Medical Transcription
Certificate of Completion
(continued)

Costs
The cost for the entire program is $1,470. All work must be completed within six months of your registration.

This course is offered cooperatively by California State University, Dominguez Hills and Gatlin Education Services. Due to this format, **fees cannot be refunded**. We encourage you to preview detailed course outlines, demonstrations, and ratings by visiting our website at www.csudh.edu/extension/healthonline and clicking on the course demonstration button.

For student loan information for continuing education students, call The Education Resources Institute (TERI) at (800) 255-8374, extension 2.

Books and Materials
Digital transcription equipment and all textbooks are included. Students will receive: Medical Terminology Made Easy (with audio), Book of Medical Abbreviations, Hillcrest Medical Center: Beginning Medical Transcription (with audio), and Stedman's Medical Dictionary (with CD ROM).

Instructors
All instructors will be provided by GES.

SCHEDULED CLASS

Medical Transcription
24 CEUs

Date:	Online
Time:	Self-paced
Meetings:	240 Hours
Location:	Online
Fee:	$1,470
Instructor:	Gatlin Education Services
Course No.:	MDX 906 Sec 01
Reg. No.:	38052

For more information:
Call (310) 243-3741
Email eereg@csudh.edu or
Visit the website
www.csudh.edu/extension/healthonline

Alcohol and Drug Counseling
Certificate

The Program
The Certificate Program in Alcohol/Drug Counseling consists of 9 courses designed to prepare individuals for entry into the field at a professional level. The Certificate is widely recognized by alcoholism treatment centers.

Eligibility Requirements
Students may enter the program in either the Fall or Spring Semester. Applicants should have completed at least two years of college or have at least two years of work experience in a health or human service agency. If the applicant is a recovering substance abuser, two years of continuous sobriety is strongly recommended.

Prospective students must complete an application form and supply transcripts and letters of recommendation. Call (310) 243-3782 for more information.

Special Features
CSUDH Extended Education is a Continuing Education PCE Provider (#1675)

Six courses offered in this program are degree applicable. Courses transferable to the Human Services Program and their equivalents are as follows:

ADX 301 is equivalent to PSY 367
ADX 303 is equivalent to SOC 363
ADX 304 is equivalent to PSY 342
ADX 305 + ADX 307 is equivalent to PSY 396
ADX 306 is equivalent to SOC 320
For students who are majoring in Human Services at CSUDH and who wish to complete the requirements for the Certificate, the equivalents are as follows:

PSY 342 is equivalent to ADX 304
PSY 367 is equivalent to ADX 301
SOC 320 is equivalent to ADX 306
SOC 363 is equivalent to ADX 303

COURSE ROTATION			SUM 06	FALL 06	SPR 07	SUM 07
ADX 300	Introduction to Alcoholism	3 Ext		●	●	
ADX 301	Introduction to Counseling	3 Ext		●	●	
ADX 302	Counseling the Individual	3 Ext	●		●	●
ADX 303	Perspectives on Drug Abuse: Counseling the Substance Abuser	3 Ext	●		●	●
ADX 304	Group Counseling Techniques	3 Ext	●	●		●
ADX 305	Introductory Practicum	2 Ext	Rotates Fall/Spr/Sum w/ ADX 307			
ADX 306	Family Dynamics & Treatment	3 Ext		●	●	
ADX 307	Advanced Practicum II	2 Ext	Rotates Fall/Spr/Sum w/ ADX 305			
ADX 308	Treatment of Eating Disorders	3 Ext			●	
ADX 309	Cognitive-Behavioral Treatment for Domestic Violence	3 Ext		●		

Applications accepted in the spring & fall semesters (1st Thursday in August & January). Orientation held on Thursday one week prior to start of first class.

Alcohol and Drug Counseling

Certificate

continued

Students with the Bachelor of Arts degree in Human Services must complete the following for the Certificate: ADX 300, ADX 302, ADX 308, ADX 305 and ADX 307. If enrolled in' both programs at once, Human Services students may use ADX 300, 302, and 308 as electives for the major.

Certificate requirements

Upon satisfactory completion of all eight required courses plus one elective course with a 2.5 grade point average and 300 hours of field work, students will receive a Certificate as recognition of educational achievement and professional status. Students are required to pass each course with a grade of C or better and maintain a 2.5 GPA.

ADX 300, 308, and 309 may be taken on an individual basis without formal entrance into the Certificate Program.

Orientation

Attendance is required for newly admitted students and for those whose applications are being reviewed. The orientation is scheduled for **Thursday, August 17, 2006 from 6:30-9:30pm at CSUDH EE 1218**

Fall 2006 Application Submission Deadline
August 7, 2006

Spring 2007 Application Submission Deadline
TBA

Courses

Required Courses

Introduction to Alcoholism	ADX 300
Introduction to Counseling	ADX 301
Counseling the Individual	ADX 302
Perspectives on Drug Abuse: Counseling the Substance Abuser	ADX 303
Group Counseling Techniques	ADX 304
Introductory Practicum	ADX 305
Family Dynamics	ADX 306
Advanced Practicum	ADX 307

Elective Courses (Choose One)

Treatment of Eating Disorders	ADX 308

Cognitive-Behavioral Treatment for Domestic Violence ADX 309
ADX 300-307 are required. Students may choose either ADX 308 or ADX 309.

Costs

Financial aid is available for qualified applicants who are enrolled in the certificate program. Please contact the Director of Financial Aid at (310) 243-3647 for additional information.

Program Instructors

Jacqueline McDaniel, MA. Counseling Psychology, Licensed Marriage and Family Therapist and Master Addictions Counselor in private practice.

Jim McDaniel, M.A. Counseling Psychology, Licensed Marriage and Family Therapist, Master Addictions Counselor and Director of a Psychiatric Evaluation Team in Long Beach.

Jean Hendricks, Ph.D., is in private practice in Manhattan Beach.

Mary Cook Lund, MA, Clinical Psychologist, Registered addiction specialist and author. Mary has 30 years of clinical teaching experience and has a private practice in San Pedro.

SCHEDULED CLASSES

Required Courses

Perspectives on Drug Abuse: Counseling the Substance Abuser

3 Ext Units

Prerequisites: ADX 300, ADX 301
This course is an introduction to this major social/psychological problem. Students learn the basic pharmacology of the commonly encountered street drugs and behavioral and physiological consequences of drug abuse. Poly-addiction and treatment modalities are also covered.

Date:	May 30 – Aug 22
Time:	Tue 6–10pm
Meetings:	12
Location:	CSUDH EE 1206
Fee:	$420
Instructor:	**Jim McDaniel**
Course No.:	ADX 303 Sec 01
Reg. No.:	38741

Introductory Practicum

2 Ext Units

Prerequisites: ADX 300, ADX 301
This course introduces the student to the

applied counseling experience. They become knowledgeable about community resources, learn documentation techniques, charting, and case studies. Issues related to grief, loss, stress, and counselor burn-out are addressed.

Date:	May 30 - Aug 15
Time:	Tue 6-10pm
Meetings:	11
Location:	CSUDH EE1205
Fee:	$280
Instructor:	Jacqueline McDaniel
Course No.:	ADX 305 Sec 01
Reg. No.:	38739

Counseling the Individual

3 Ext Units

Prerequisites: ADX 300, ADX 301
This course develops an understanding of the psychological factors in alcoholism and drug abuse and their implications for treatment. Counseling techniques are examined and practiced including assessment, perception and communication skills required for various stages of treatment, prognosis and termination.

Date:	May 31 - Aug 16
Time:	Wed 6–10pm
Meetings:	12
Location:	CSUDH EE 1209
Fee:	$420
Instructor:	Mary Cook Lund
Course No.:	ADX 302 Sec 01
Reg. No.:	38742

Group Counseling Techniques

3 Ext Units

Prerequisites: ADX 300, ADX 301
This course provides an understanding of group dynamics, defenses, problems, goals and growth. The roles of the group facilitator and group members are examined and practiced in class.

Date:	Jun 1 – Aug 22
Time:	Thu 6–10pm
Meetings:	12
Location:	CSUDH EE 1206
Fee:	$420
Instructor:	Mary Cook Lund
Course No.:	ADX 304 Sec 01
Reg. No.:	38740

For more information:
Call (310) 243-3730
Email bwald@lists.csudh.edu or
Visit the website
www.csudh.edu/extension/adx.htm

HEALTHC

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Medical Insurance Billing
Certificate Award

The Program
This program provides instruction and hands-on training in how to decipher medical insurance coding and how to process insurance claims accurately to obtain maximum reimbursement.

Employment Outlook
Medical insurance billing is a stable and lucrative field within the medical industry. The business office of every healthcare provider must provide proper documentation to a number of insurance companies for reimbursement for services. Opportunities for employment of insurance billers include physicians' offices, clinics, hospitals, and medical supply companies. The demand is driven by the growing need for healthcare services of an aging population as well as the need for individuals able to handle the complexities of paper and electronic information.

Who Should Attend
This program is best suited to the person with little or no experience in medical insurance billing who wants to start a home business or perform medical billing services for doctors, hospitals, clinics or medical supply companies.

Eligibility Requirements
This course is open to all individuals interested in learning more about medical insurance billing. Please check prerequisites for individual courses.

Special Features
Classes are offered on Saturdays on campus and at the Franklin Community Center at 850 Inglewood Ave in Redondo Beach.

Certificate requirements
A certificate is awarded upon successful completion of each course.

Courses
Medical Terminology	NBMB 105
Medical Insurance Billing I	NBMB 101
Medical Insurance Billing II	NBMB 102
Medical Insurance Computer Billing	

	NBMB 103
Applied Billing Techniques	NBMB 109

Books & Materials
Books and materials are available in the student bookstore for purchase. Students will use the following textbooks for the program:
- Medical Terminology: A Short Course
- ICD-9-CM Coding Book
- CPT-4 Coding Book
- Insurance Handbook for the Medical Office with Student Workbook

Students should bring the required text to each class.

Program Instructor
Victoria Morgan FHFMA, MS. She is the Principal for Morgan & Associates Health Care Consulting Firm and has over 20 years of experience in healthcare financial management.

SCHEDULED CLASSES

Medical Terminology
Noncredit

Provides an overview of medical terminology including prefixes, suffixes, roots and combining forms. Students will learn about the various body systems as they relate to medical terminology. Also covered will be medical abbreviations and exercises on how to read medical reports. This course is a good foundation for anyone working in a medical environment.

Students should bring the required textbook to class: Medical Terminology: A Short Course

Date:	Aug 19 & Sep 9
Time:	Sat 9am-3pm
Meetings:	2 (No class Aug 26 & Sep 2)
Location:	Franklin Center 7
Fee:	$110
Instructor:	Victoria Morgan, FHFMA, MS
Course No.:	NBMB 105 Sec 01
Reg. No.:	41358

Medical Insurance Billing II
Noncredit

Prerequisite: Medical Terminology or equivalent coursework and/or experience are recommended.
Build upon your knowledge of basic procedure coding with these topics:
- ICD-9 Coding
- Constructing a "clean" claim for Medicare, Medi-Cal and other private insurance companies
- Managed Care Plans: unraveling HMO, PPO and IPA
- What to do when the insurance company refuses to pay or pays an unacceptable amount of the bill
- Interpreting explanation of benefits (EOB's)

Students should bring the required textbooks to class: ICD-9-CM Coding Book—latest edition & Insurance Handbook for the Medical Office with Student Workbook

Date:	Sep 23 & Sep 30
Time:	Sat 9am-3pm
Meetings:	2
Location:	Franklin Center 7
Fee:	$110
Instructor:	**Victoria Morgan**, FHFMA, MS
Course No.:	NBMB 102 Sec 01
Reg. No.:	41359

Medical Insurance Billing I
Noncredit

Prerequisite: Medical Terminology or equivalent coursework and/or experience are recommended.
Students will develop a firm foundation for medical insurance billing with a thorough knowledge of CPT coding. This course is specifically designed and taught for people with little or no experience in the medical field. Begin with the basics and develop a clear and concise understanding of the procedure coding systems to help formulate an accurate insurance claim that will maximize reimbursement.

Students should bring the required text to class: CPT-4 Coding Book—latest edition & Insurance Handbook for the Medical Office with Student Workbook

Date:	Nov 18 & Dec 9
Time:	Sat 9am-3pm
Meetings:	2 (No class Nov 25 & Dec 2)
Location:	Franklin Center 7
Fee:	$110
Instructor:	**Victoria Morgan**, FHFMA, MS

Medical Insurance Billing
Certificate Award

(continued)

Course No.: NBMB 101 Sec 01
Reg. No.: 41360

Medical Insurance Computer Billing
Noncredit

Medical Insurance Billing I & II are suggested prerequisites for the class.

Learn the basics of using a computer in medical insurance billing. Learn how to build a patient information database, how to input patient and insurance information, and the ins and outs of electronic claims submissions that will produce third-party insurance claim forms and patient billing statements. A review of the information needed to set up a computerized medical insurance billing practice is included. Previous computer experience is not necessary.

Students should bring all required textbooks to class.

Date: Dec 16
Time: Sat 9am-3pm
Meetings: 1
Location: CSUDH EE 1201
Fee: $95
Instructor: **Victoria Morgan**, FHFMA, MS
Course No.: NBMB 103 Sec 01
Reg. No.: 41361

Applied Billing Techniques
Noncredit

This class will provide hands on practice of the concepts taught in previous classes. Students will be given the opportunity to simulate common activities in a "day in the life" of a Medical Office Biller. Focus will include collecting data, charges, and codes necessary to create Medical Claims.

Students should bring all required textbooks to class.

Date: Jan 6, 2007
Time: Sat 9am-2pm
Meetings: 1
Location: TBA
Fee: $95
Instructor: Victoria Morgan, FHFMA, MS
Course No.: NBMB 109 Sec 01
Reg. No.: TBA

For more information:
Call (310) 243-3730
Email bwald@lists.csudh.edu or
Visit the website
www.csudh.edu/extension/bmb.htm

Advanced Medical Insurance Billing
Certificate of Completion

The Program
This program is designed to give the student with previous experience and/or training in medical billing a more in-depth understanding of complex issues involved in the medical insurance billing industry.

What You Will Learn
Students will gain practical knowledge to enhance their understanding of medical insurance billing practices as well as learn skills required to operate efficiently in today's medical offices, hospitals and clinics.

Who Should Attend
This program is best suited to the individual with previous experience and/or training in medical insurance billing including:

- Individuals who have completed the Medical Insurance Billing Certificate Program or similar program
- Experienced healthcare personnel seeking to augment and improve their skills in this field

Eligibility Requirements
Individuals who have completed the Medical Insurance Billing I & II classes or similar coursework as well as individuals with at least one year of experience in healthcare financial management.

Certificate requirements
A Certificate of Completion is awarded upon successful completion of three required courses plus one elective course. Those who do not wish to pursue a certificate may take individual courses.

Courses
Required Courses
Adv. Medical Office Billing NBMB 201
Medical Office Operations
  & Management NBMB 202
Regulatory Requirements
  – HIPPA Compliance & Ethics NBMB 203

Elective Courses
Facility Billing NBMB 204
Billing for Skilled Nursing Facilities
  NBMB 205

Books & Materials
Books and materials are available in the student bookstore for purchase. Students will use the following textbooks for the entire program:

- ICD-9-CM Coding Book
- CPT-4 Coding Book
- Insurance Handbook for the Medical Office with Student Workbook

Program Instructor
Victoria Morgan FHFMA, MS. She is the Principal for Morgan & Associates Health Care Consulting Firm and has over 20 year of experience in healthcare financial management.

Summer 2006 Scheduled Classes

Advanced Medical Office Billing
Noncredit

This course will build upon the topics introduced in Medical Insurance Billing I and II. Course will begin with a review of Procedures and diagnostic coding, including a focus on Evaluation & Management Coding. Advanced topics include detail review of Medicare, Medicaid, 3rd Party Insurance, Worker's Compensation, Blue Cross and Managed Care. Emphasis will include providing payers with "clean claims" and techniques to employ to minimize claims denials. Topics will also include follow-up procedure, collections and utilization of electronic media to improve cash flow and minimize errors.

Date: Jun 3 – Jun 17
Time: Sat 9am – 3pm
Meetings: 3
Location: Franklin Center 7
Fee: $280
Course No.: NBMB 201 Sec 01
Reg. No.: 38024

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Advanced Medical Insurance Billing
Certificate of Completion

(continued)

Regulatory Requirements – HIPPA, Compliance & Ethics

Noncredit

Prerequisites: For students not presently working in healthcare, completion of Medical Insurance Billing I & II and Advanced Medical Office Billing is required.

This course will focus on the Regulatory Requirements impacting the operation of the Healthcare/Physician Practice.

Major topics include:

- Regulatory Agencies
- Fraud & Abuse
- False Claims Act
- Medical Necessity Denials
- Compliance programs for Physician Offices
- Compliance Programs for 3rd party billing companies
- Healthcare Insurance Portability & Accountability Act (HIPPA)
- Ethics

Date:	Jul 15 – Jul 22
Time:	Sat 9am – 3pm
Meetings:	2
Location:	Franklin Center 7
Fee:	$190
Course No.:	NBMB 203 Sec 01
Reg. No.:	38026

Medical Office Operations & Management

Noncredit

This course provides details concerning the Operations within a Medical Practice. This course will cover topics such as: Job Descriptions, Human Resources Office Operations, and Best Practices Budgeting, Accounting, and Cost Analysis.

Date:	Jul 29
Time:	Sat 9am– 3pm
Meetings:	1
Location:	Franklin Center 7
Fee:	$95
Course No.:	NBMB 202 Sec 01
Reg. No.:	38025

Facility (Hospital/Non-Physician) Billing

Noncredit

Prerequisites: For students not presently working in healthcare, completion of Medical Insurance Billing I & II and Advanced Medical Office Billing is required. This course will focus on entitles which bill for facility charges using the UB-92. Specialized billing requirements for Hospital Inpatients, Outpatients, Therapies, and Home Health will be covered. Reimbursement systems such as Diagnostic-Related Groups (DRGs) and Outpatient Prospective Payment System (OPPS or APCs) will be reviewed.

Date:	Aug 5
Time:	Sat 9:00am-3:00pm
Meetings:	1
Location:	Franklin Center 7
Fee:	$95
Course No.:	NBMB 204 Sec 01
Reg. No.:	38027

Billing for Skilled Nursing Facilities

Noncredit

Prerequisites: For students not presently working in healthcare, completion of Medical Insurance Billing I & II and Advanced Medical Office Billing is required. This course will cover billing requirements for Skilled Nursing Consolidated Billing and Exclusion Billing. Reimbursement system based on RUG Codes will be discussed.

Date:	Aug 12
Time:	Sat 9:00 am – 3:00pm
Meetings:	1
Location:	Franklin Center 7
Fee:	$95
Course No.:	NBMB 205 Sec 01
Reg. No.:	38028

For more information:
Call (310) 243-3730
Email bwald@csudh.edu or
Visit the website
www.csudh.edu/extendeded/
AdvMedInsBill.htm

Orthotics
Certificate Program

The Program

The Orthotics Department at Rancho Los Amigos Medical Center, in affiliation with California State University, Dominguez Hills, offers a one-year certificate course in orthotics. This program, which is accredited by the Commission for Accreditation of Allied Health Programs (CAAHEP), is designed to train students in the field of orthotics: the profession of designing, fabrication and fitting of orthopedic appliances for the physically handicapped. Students receive a mixture of practical laboratory instruction, classroom didactics, and exposure to patients in a wide variety of clinical situations. Students rotate through various services to acquaint them with the more prevalent pathologies and treatment philosophies.

Eligibility Requirements

This program is designed for applicants who have a bachelor's degree. Applicants must have some experience with hand tools and light duty power equipment. The program begins in July each year and applications must be submitted by December 31 of the preceding year. Enrollment is limited to four students.

For more information, contact:
D. Clark
Rancho Los Amigos Orthotics Department
7450 Leeds St.
Downey, CA 90242
(562) 940-7655

In addition to this program offering, Extended Education also offers a certificate program in Prosthetics as part of Special Sessions.

The **CSUDH Orthotic and Prosthetic Certificate Program** is now located at:
24702 Aliso Viejo Parkway
Aliso Viejo, CA 92656

For more information:
call Kerry Gilbert at the new phone number for Certificate information:
(949) 643-5374
Scott Hornbeak can also be reached at this number.
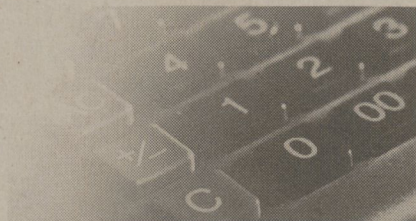
Prosthetics
Certificate Program

School of Health

FACT SHEET

California State fulfills the unmet need for O&P practitioners. The U.S. Department of Education identifies O&P training as a national priority with a practitioner deficit. While only eight institutions nationwide currently offer O&P education, the demand for provider services is expected to increase by 25% for orthotic care and 47% for prosthetic care by 2020.

Who Should Attend

Students who wish to obtain post baccalaureate training in the field of prosthetics.

This program benefits health care professionals, practitioner assistants, O&P technicians, and other professionals seeking to enhance their knowledge of prosthetic evaluation and provision of prosthetic services.

Program Benefits

Evaluation of patients who are in need of artificial limbs (prostheses).

Development of designs appropriate to prosthetic patients.

Fit, fabrication, and follow-up of prosthetic devices.

Understanding of current O&P business and practice management models.

Promotion of professional competency and enhancement of professional practice.

Why California State University?

CSUDH offers a comprehensive clinical and didactic Prosthetics Certificate Program which was reaccredited by NCOPE/CAAHEP in 1999.

CSUDH utilizes experience, faculty, curriculum, and teaching materials developed over a 20 year period of successful training.

Qualifies the student to sit for the American Board for Certification (ABC) Examinations in Prosthetics after completion of the certificate program and completion of one year working in an accredited residency program.

Three nationally recognized faculty members who have been selected by the industry as "Educator of the Year".

Small class size allowing for individualized learning with one-on-one interaction.

Financial aid available.

Excellent professional skills development and team building opportunities with a diverse group of health care professionals.

Advancement of the profession through scholarship, research, and leadership.

Frequently Asked Questions

What are the prerequisites?

Bachelors Degree, preferably in a health related major.

Completion of pre-requisite courses with a grade of "C" or better:

Biology	minimum 3 units
Chemistry	minimum 3 units
Physics	minimum 3 units
Psychology	minimum 3 units
Algebra or higher math	minimum 3 units
Human Anatomy & Physiology (with lab)	minimum 6 units

Note: Prior working or volunteer experience in the Orthotics and Prosthetics field is an additional selection criterion.

Is enrollment in the program limited?

Yes. Due to the limited laboratory space, only 16 students can be accommodated in each certificate class.

Where is the program located?

The program is located in a new, state of the art laboratory housed by OSSUR, North America, a world leader in prosthetic design and manufacturing.

The clinical laboratory is located in Aliso Viejo, CA, in the center of Orange County.

Do I need to fill out a separate California State University application for the Certificate Program?

No, you apply directly to the O&P program. Applications are available online every January and July.

How long does it take to complete the program?

The Prosthetic Certificate can be completed in 6 months, which includes a required 250 hour clinical rotation.

When are courses offered?

Certificate courses are offered twice a year at our off site clinical laboratory.

Each class of 16 starts in late August and late January every year.

Financial Aid

There are Federal loan programs available.

"At the forefront of health careers."

For more information, Call, 949-643-5374

www.csudh.edu/oandp

For more information:
call Kerry Gilbert for Certificate information:
(949) 643-5374
Scott Hornbeak can also be reached at the above number.
Orthotics and Prosthetics Program CSUDH
(310) 243-2700

HEALTHC

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Degree Programs

Certificate Programs

Quality Assurance Master of Science Online

The Program

Participants in the Master of Science in Quality Assurance receive education in both the technical and administrative foundations of this dynamic field. Graduates will have been trained in current practices and methods required by management for implementing and improving operational performance and customer satisfaction.

In order to help manage and lead today's organization toward the objective of "total quality," an interdisciplinary approach is taken to blend study in management, quality concepts, and statistical tools. The curriculum is designed to meet the needs and interests of the working professional. Included are relevant theoretical and practical course work, independent study, interaction with fellow students and leading learning experience.

An interdisciplinary approach blends study in management with quality concepts. Relevant theoretical and practical course work, independent study, interaction with

Leader in Quality Assurance Education

Online   *On Site*   *On Campus*

CSUDH offers a full range of educational opportunities in Quality ranging from degree programs and certificate programs to seminars on cutting edge topics. Learn how to apply Quality management methods to manufacturing and service enterprises from instructors who are professionals in Quality fields.

fellow students, working Quality Assurance professionals and a final project are used to provide a well-rounded learning experience.

A unique feature of the MSQA program is the opportunity students have to customize their program of study to include areas of personal and professional interest.

What You Will Learn

During the course of the program students will acquire knowledge and skills from among the following areas, chosen to appeal to professionals seeking a unique and satisfying interdisciplinary experience:

- Managing a quality organization.
- Planning and implementing a quality assurance program.
- Troubleshooting and solving quality problems both administrative and technical.
- Incorporating quality concepts and human factor techniques in the design of organizational operations.
- Creating and managing supplier control systems.
- Developing and analyzing statistical process control charts.
- Developing and analyzing acceptance sampling plans.
- Design of experiments (analysis of variance techniques).
- Performing quality cost analysis.
- Performing reliability maintainability, and safety systems reviews.
- Performing quality system audits.
- The ISO 9000 Series of Quality System Standards

Who Should Attend

The Master of Science in Quality Assurance (MSQA) is designed to prepare professionals in manufacturing, service, government, and healthcare for career advancement. Professionals in the following fields, among many others, will benefit: quality, manufacturing, engineering, science, management, health care, government, utilities, retail, insurance, telecommunications, banking, finance, education, entertainment, transportation and other service industries.

Quality Assurance is an interdisciplinary profession utilized in all areas of management. The career opportunities in this rapidly growing field are excellent, as the demand for graduate Quality Assurance professionals continues to increase.

Students can emphasize course work in manufacturing, healthcare or service.

Admission Requirements

A candidate must meet CSUDH graduate admission requirements and hold a bachelors degree. The applicant should have completed courses in mathematical statistics, theory of probabilities and principles of computer technology. Students not meeting these requirements need to obtain special permission. Please call (310) 243-3880 for details.

To graduate, thirty-three semester units of graduate work must be completed, with at least 24 units from CSUDH. The courses listed must be completed with at least a 3.0 (B) average, and a final project and/or thesis must be completed. In addition, the Graduate Writing Assessment and all other requirements as described in the current university catalog must be completed.

If this is your first internet class, please contact the MSQA office at (310) 243-3880 before registering. Call (310) 243-3741 to register for MSQA Internet classes. Make sure you give your correct e-mail address when registering. To contact us on the web: http://www.csudh.edu/MSQA

After registering for an Online class, contact msqa@csudh.edu with your e-mail address.

If you are interested in taking courses toward specialized Quality Assurance Certificates or Certification Exam Preparation Courses, please see page 67.

Quality Assurance Master of Science Online

(continued)

Scheduled Classes - Summer 2006
Start date: May 9, 2006
Last day to register: May 5, 2006
Last day of class: Aug 15

Advanced Probability/Statistics
3 Units

Requires 2 semesters of college calculus
Date: May 9 - Aug 15
Location: online
Fee: $510
Instructor: **John Miller**
Course No.: QAS 510 Sec 41
Reg. No.: 38635

Quality Function Management & TQM
3 Units

Requires Graduate Standing
Date: May 9 - Aug 15
Location: online
Fee: $510
Instructor: **William Trappen**
Course No.: QAS 511 Sec 41
Reg. No.: 38636

Reliability
3 Units

Requires completion of QAS 510
Date: May 9 - Aug 15
Location: online
Fee: $510
Instructor: **Dan Dunahay**
Course No.: QAS 512 Sec 41
Reg. No.: 38637

Human Factors in Quality Assurance
3 Units

Date: May 9 - Aug 15
Location: online
Fee: $510
Instructor: **Jim Clauson**
Course No.: QAS 515 Sec 41
Reg. No.: 38638

Quality Project Management
3 Units

Requires Graduate Standing
Date: May 9 - Aug 15
Location: online
Fee: $510
Instructor: Robert Spencer
Course No.: QAS 518 Sec 41
Reg. No.: 38639

Quality Measurement
3 Units

Requires completion of QAS 511
Date: May 9 - Aug 15
Location: online
Fee: $510
Instructor: **William Trappen**
Course No.: QAS 527 Sec 41
Reg. No.: 38640

Special Topic: Change Management
3 Units

Date: May 9 - Aug 15
Location: online
Fee: $510
Instructor: Robert Spencer
Course No.: QAS 595 Sec 41
Reg. No.: 38641

Special Topic: Quality Function Deployment: Understanding Customer Requirements
3 Units

Date: May 9 - Aug 15
Location: online
Fee: $510
Instructor: **Robert Spencer**
Course No.: QAS 595 Sec 42
Reg. No.: 38642

Special Topic: Six Sigma
3 Units

Date: May 9 - Aug 15
Location: online :
Fee: $510
Instructor: Pam Dunahay
Course No.: QAS 595 Sec 43
Reg. No.: 38883

> ### On Site Programs
> All MSQA programs available in-house at your site. Contact msqa@csudh.edu

Special Topic: Good Manufacturing Practices
3 Units

Date: May 9 - Aug 15
Location: online :
Fee: $510
Instructor: Nannette Monreal
Course No.: QAS 595 Sec 44
Reg. No.: 38884

Directed Research
3 Units

Must have 18 units of QAS course work completed and the GWAR and must apply for graduation before enrolling in this course
Date: May 9 - Aug 15
Location: online
Fee: $510
Instructor: William Trappen
Course No.: QAS 598S Sec 41
Reg. No.: 38643

Graduate Continuation Course
0 Units

Open to students working on a Thesis/Project for summer turn-in to the Graduate Studies Office who were not enrolled in courses for spring 2006.
Date: May 9 - Aug 15
Location: online
Fee: $510
Instructor: Staff
Course No.: QAS 600S Sec 41
Reg. No.: 38644

Start date: June 27, 2006
Last day to register: June 23, 2006
Last day of class: August 15, 2006

Mathematics for Quality Assurance
1 Unit

Date: Jun 27 - Aug 15
Location: online
Fee: $170
Instructor: John Miller
Course No.: QAS 495 Sec 41
Reg. No.: 38633

For more information visit the web site http://www.csudh.edu/msqa

Quality Assurance Bachelor of Science

Quality Assurance Bachelor of Science with Measurement Science Option

The Program

The BSQA program blends studies of the basic sciences, technologies, management principles, quality concepts and statistical tools needed to prepare professionals for careers in Quality Assurance, and enhance the careers of working Quality Assurance professionals. For those students more interested in the technical areas of Quality there is a Measurement Science option.

Online/On Site

The online and on site BSQA programs are designed primarily as upper division transfer programs for students who have completed the majority of their lower division general education courses. The program requires no on-campus attendance. Courses are offered throughout the year on a trimester basis.

What You Will Learn

- Prepares professionals in Quality Assurance for careers in the design, development, manufacture and support of products and service.
- Meets the needs and interests of the Quality Assurance professional through a combination of theoretical and practical course work, independent study, and interaction with fellow students and leading professionals.
- Provides an interdisciplinary approach that blends the basic sciences, technologies, management principles, quality concepts and statistical tools.
- Provides a well-rounded learning experience as well as preparation for advanced studies (e.g. Masters Degree) by means of a broad based curriculum that includes a culminating project and a practical off-campus internship.
- Enables students to customize their programs of study to include areas of personal and professional interest.
- Develops problem-solving skills with a customer-based focus leading to the continuous improvement of process,

product and service.

Admission Requirements

- Minimum of 60 units and completion of all general education requirements of the California State University system with a 2.0 GPA
- Completion of one semester of college-level calculus
- TOEFL score of 550 (for students whose primary language of instruction was not English)

On Campus Program

The on-campus BSQA is a four year college program, and general admission requirements for the BSQA at California State University, Dominguez Hills are stated in the current CSUDH catalog.

SCHEDULED CLASSES

Start date: May 9, 2006
*Last day to register: May 5, 2006*
Last day of class: Aug 15, 2006

Fundamentals of Quality

3 Units

Date:	May 9 - Aug 15
Location:	online
Fee:	$510
Instructor:	**Keith Fulton**
Course No.:	QAS 200 Sec 41
Reg. No.:	38628

Introduction to Measurement Science

3 Units

Date:	May 9 - Aug 15
Location:	online
Fee:	$510
Instructor:	**Emil Hazarian**
Course No.:	QAS 220 Sec 41
Reg. No.:	38629

Electrical Metrology

3 Units

Date:	May 9 - Aug 15
Location:	online
Fee:	$680
Instructor:	**Emil Hazarian**
Course No.:	QAS 332 Sec 41
Reg. No.:	38631

Manufacturing Processes

3 Units

Date:	May 9 - Aug 15
Location:	online
Fee:	$510
Instructor:	**Craig Carpenter**
Course No.:	QAS 331 Sec 41
Reg. No.:	38630

Directed Research

3 Units

Prerequisites: Completion of all 300 level courses in the major. To be selected only upon recommendation of a faculty advisor, in instances where it is not desirable for the student to enroll in QAS 496, Internship in Quality Assurance.

Date:	May 9 - Aug 15
Location:	online
Fee:	$510
Instructor:	Staff
Course No.:	QAS 498S Sec 41
Reg. No.:	38634

To reach the Extended Education Registration office please call (310) 243-3741, fax (310) 516-3971, or by email at eereg@csudh.edu. The telephone number for Extended Education touchtone registration is (310)243-2000.

*Please note that the last day to enroll in a course has been changed to the Friday before the first class meeting. No enrollments will be accepted after this date

For more information:
www.csudh.edu/bsqa
bsqa@csudh.edu
(310) 243-3880

*Q*UALITY

Quality
Certificates of Completion

The Program
Need certification in Quality Assurance, but don't want to commit to the entire MSQA program? California State University, Dominguez Hills has Quality Assurance certificate programs available in specialized fields of study.

Certificates of Completion
Each student who satisfactorily completes three Master degree level courses and the associated capstone course from the MSQA program will be provided with the following certificate(s):

Certificate in Quality Management
Quality Function Management & TQM
QAS 511
Quality Project Management & Productivity
QAS 518
Supplier Quality Assurance   QAS 526
or
Quality Measurement   QAS 527
Certified Quality Manager
    Preparation (capstone)   NBQA 701

Certificate in Quality Engineering
Advanced Probability & Statistics QAS 510
Statistical Quality Control & Sampling
QAS 513
Advanced Experimental Design   QAS 514
Certified Quality Engineer
    Preparation (capstone)   NBQA 702

Certificate in Quality Auditing
Quality Function Management & TQM
QAS 511
ISO 9000 and the Audit Function   QAS 525
Supplier Quality Assurance   QAS 526
or
Quality Measurement   QAS 527
Certified Quality Auditor (capstone) NBQA 703

Certificate in Reliability Engineering
Advanced Probability & Statistics QAS 510
Reliability   QAS 512
Statistical Quality Control & Sampling
QAS 513
Certified Reliability Engineer Preparation
    (capstone)   NBQA 704

Certificate in Software Quality Engineering
Software Reliability   QAS 523
Advanced Probability & Statistics QAS 510
Statistical Quality Control & Sampling
QAS 513
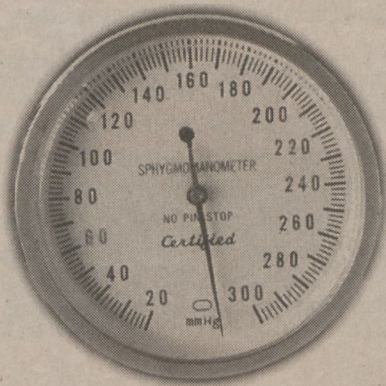Certified Software Quality Engineer NBQA 705

Certificate in Service Quality Assurance
Students who complete the four required courses for the Master of Quality Assurance -- Service with a cumulative GPA of 3.0 (B) or better will receive a Professional Certificate issued through the California State University, Dominguez Hills Division of Extended Education. Admission to the University is not required, but a bachelor's degree which includes some probability and/or statistics is a requirement. Exceptions to this requirement can be approved by the MSQA program coordinator, at (310) 243-3880.

Courses required for the Certificate in Service Quality Assurance
Quality Function Management
    & TQM (3)   QAS 511
Statistical Quality for Service
    Professionals (3)   QAS 530
Customer Satisfaction &
    Quality Assurance (3)   QAS 531
Q A for the Service Delivery
    Process (3)   QAS 532

For more information:
www.csudh.edu/msqa
msqa@csudh.edu
(310) 243-3880

Returning this Fall!
Certificates of Completion in Quality

Certificate in Quality Management
Certificate in Quality Engineering
Certificate in Quality Auditing
Certificate in Reliability
    Engineering
Certificate in Software Quality
    Engineering
Certificate in Service Quality
    Assurance

For more information:
www.csudh.edu/msqa
msqa@csudh.edu
(310) 243-3880

QUALITY

Returning this Fall!
ASQ Exam Preparation Quality Capstone Courses

Courses
Certified Quality Manager (CQM)
    Exam Preparation   NBQA 701
Certified Quality Engineer (CQE)
    Exam Preparation   NBQA 702
Certified Quality Auditor (CQA)
    Exam Preparation   NBQA 703
Certified Reliability Engineer (CRE)
    Exam Preparation   NBQA 704
Certified Software Quality Engineer
    Preparation Capstone NBQA 705
For more information:
    msqa@csudh.edu
    (310) 243-3880
    www.csudh.edu/msqa

Physical Education, Administration Option Master of Arts in Education

The Program
This is a graduate program for physical education teachers who are interested in furthering their education and professional development.

What You Will Learn
Graduates of this program will receive a Master of Arts in Education with an emphasis in Physical Education Administration. The Physical Education Administration option is designed to provide advanced studies in physical education, as well as knowledge and understanding of the basic foundations and theories of educational administration. The curriculum objectives promote a blending of theory and practice to assist students who seek advancement within their chosen field in education, public service, or the private sector. Graduates from this program will meet requirements necessary for teaching physical education at the community college level, as well as meeting requirements for various school administrative positions.

The Master of Arts in Education, Physical Education Administration Option is structured as a differential tuition program, with graduates completing a total of 30 units. Students will complete 18 units (graduate education curriculum) under state support and 12 units (physical education courses) through Special Sessions. Students will be enrolled as regular university students for the extent of the program, but will pay the current Special Sessions fees for the 12 physical education units.

Degree Requirements
The following courses (A-C) constitute the program of study for the Master of Arts in Education: Physical Education Administration Option. Students enrolling in these courses must have a degree in Physical Education, Kinesiology, Exercise Science, or Human Performance or have completed the prerequisite courses (outlined in part II

below). All students receiving this degree must successfully complete these courses.

Courses

A. Graduate Education Common Core Requirements. Classes taken under state support.

Research Methods in Education   GED 500
Seminar in Learning & Development
                                 GED 501
Socio-Cultural Issues in Education
                                 GED 503

B. Graduate Education Required Courses. Classes taken under state support.

Law & Ethics in Public Education EAD 506
Supervision of Instruction   EAD 570
School Management & Finance   EAD 571

C. Physical Education Required Courses. Classes taken through Special Sessions.

Seminar in Contemporary Issues, Topics, and Trends in Physical Education   KIN 500
Seminar in Curriculum Development in Physical Education   KIN 514
Public Relations & Development in Physical Education & Athletics   KIN 516
Field Work in Physical Education Administration   KIN 593S

Program Prerequisites
Students who have not completed a degree in Physical Education, Kinesiology, Exercise Science or Human Performance must complete all of the following courses before enrolling in 500 level physical education courses.

Human Anatomy & Physiology   BIO 250
Human Anatomy & Physiology Lab
                                 BIO 251
Tests and Measurements   KIN 300
Kinesiology   KIN 301
Exercise Physiology   KIN 303
Physical Education in the Elementary School
                                 KIN 425
Teaching Effectiveness in Secondary Physical Education   KIN 448

For more information:
contact Dr. Mike Ernst, Graduate Program Coordinator, (310) 243-3659 or email mernst@csudh.edu or visit the web site http://www.csudh.edu/extendeded

Returning this Fall!
Sport Turf Maintenance
Certificate of Completion

Courses

Required Courses
Turf Grass Science Basics   NMST 101
Soils and its Impact on Sports Turf
                             NMST 102
Fertilizers   NMST 103
Pest Management Practices for Sports Fields   NMST 104
Sports Turf Irrigation   NMST 105
Sports Turf Management NMST 106

Electives
Introduction to Sports Turf Management   NMST 108

For more information:
Call Jason Vogel at 310-243-3355
Email jvogel.csudh.edu or
Visit the website
www.csudh.edu/extendeded/sportsturf.htm

## Sport & Fitness Psychology Online Certificate Program

Achieve optimal performance & apply team-building techniques

Online! ⌐

Program Description

The online Sport & Fitness Psychology Certificate Program addresses a growing demand for techniques that contribute to optimal performance. Participants will acquire an understanding of psychological principals and knowledge that enhance sports performance, teamwork, fitness, and well-being. This is not a certificate in coaching. Courses focus on the psychological aspects of performance, teamwork and fitness.

For individuals already in sports and fitness careers, this certificate provides the tools to perform jobs more effectively or to expand present skill sets.

Location

Courses are offered online on Blackboard and can be taken anytime, anywhere.

Who Should Attend

Anyone involved in sports, fitness, coaching, and team building, such as athletes, trainers, coaches, fitness instructors, health professionals, therapists, managers, and individuals interested in performance and psychology.

Parent coaches will learn how to build cooperative teams. High school coaches can use these courses towards a teaching credential. Fitness instructors can increase their employability. Athletes have an opportrnity to advance their careers.

Courses

This is an academic Certificate Program, consisting of five, three-unit courses. Take one course or complete the certificate.

PSY 480 Sport Psychology

In-depth analysis and application of psychological principles and research in motivation, psychophysiology, personality, cognition, and emotion in sport settings.

PSY 481 Applied Sport and Fitness Psychology

Scientific research results in the field of psychology are used to illustrate how participation in sports and physical activity can facilitate psychological development and physical well-being.

PSY 482 Psychology of Coaching and Team-Building

Group processes, team-building techniques, leadership skills, and interpersonal communication skills will be applied to the enhancement of team sports performance and individual well-being.

PSY 483 Contemporary Issues in Sport and Fitness Psychology

Psychological theories will be applied to the identification and treatment of problems people who participate in sports may have as well as applied to the promotion of mental health.

PSY 484: Internship in Sport and Fitness Psychology

Supervised application of psychological principles applied to sports and fitness to promote performance and optimal well-being.

Faculty

Beverly B. Palmer, Ph.D. Professor, Department of Psychology, California State University, Dominguez Hills. Dr. Palmer is an expert in creating online instructional programs that are maximally interactive and engaging. Dr. Palmer has a private practice as a clinical psychologist. She helps athletes achieve optimal performance and helps corporate administrators apply the principles of team-building to a variety of situations.

Mark Cartiglia, Ph.D. Instructor, Department of Psychology, California State University, Fullerton. Dr. Cartiglia also teaches an online course at North Central University. His areas of interest include psychological testing and sport psychology.

Ruben Barajas, M.A. Executive Director, The Scott Newman Center, Torrance, California. Mr. Barajas has developed the programs at the Scott Newman Center, which provides a national community outreach/drug prevention program through a summer camp for adult women and their children. Since 1988 Ruben has competed in over 50 triathlons.

Summer Schedule

Sport Psychology

In-depth analysis and application of psychological principles and research in motivation, psychophysiology, personality, cognition, and emotion in sport settings.

Date:	Jun 10 - Aug 18
Location:	online ⌐
Fee:	$495
Instructor:	Mark Cartiglia, PhD
Course No.	Psy 480 Sec 41
Reg No.	38852

Psychology of Coaching and Team Building

Group processes, team-building techniques, leadership skills, and interpersonal communication skills will be applied to the enhancement of team sports performance and individual well-being.

Learn to use effective coaching and team-building tools in sports, whether you are a professional coach, a high school coach, a parent coach, or an athlete. This course shows you how these tools can be used in a variety of everyday situations--including in business and in family life. Learn new ways to manage a variety of challenges that come from working with people.

Date:	May 22 - Jun 30
Location:	online ⌐
Fee:	$495
Instructor:	Beverly Palmer, PhD
Course No.	Psy 482 Sec 41
Reg No.	38853

For more Information:
Contact Joanne Zitelli at jzitelli@csudh.edu

Visit the program web site
www.csudh.edu/extendeded/sportpsychology

TECHNICAL REQUIREMENTS for access ⌐
All students enrolled in distance learning classes are required to have internet access, an email account, and an Internet provider with Netscape 7.0, Explorer 6.0 or higher. For more information see Technical Requirements for Online Classes on the Distance Learning Web Page:
http://dominguezonline.csudh.edu/tech_info.php

SPORTS & REC

Personal Fitness Trainer
Certificate

The Program
Whether you are looking to change careers or just want to enhance your knowledge, this course provides you with all the information you need to become a Certified Personal Trainer.

What You Will Learn
The course is taught over a six-week period consisting of 15 hours of lectures including the following topics: anatomy, exercise physiology, nutrition, musculoskeletal injuries, and health screening. The program also includes 15 hours of "hands-on" practical training that prepares you to work individually with clients.

Employment Outlook
Top personal fitness trainers make $60,000 or more a year while the median salary is nearly $30,000 according to the Bureau of Labor Statistics. Employment in California for fitness trainers is due to increase over 50% from 2002 to 2012.

Who Should Attend
Fitness enthusiasts or anyone seeking a new career in the health and fitness industry.

Eligibility Requirements
There are no prerequisites required for the program. Proof of CPR is required before the certificate can be issued.

Special Features
A twenty-hour internship will help prepare you to work in the fitness field.

Certificate requirements
The National Exam is held on the 6th week. Proof of CPR and internship is required before the certificate can be issued.

Costs, Books, & Materials
The cost of the program is $399.

Students are also required to purchase a textbook, *ACSM Health Fitness Instructor Handbook*, 4th edition by Howley and Franks.

WORLD INSTRUCTOR TRAINING SCHOOLS

"Educational Excellence For Fitness Professionals" ™

1-Hour Orientation
Free to the public.

Come learn about the personal Fitness Training Certificate program from the experts. You'll also get an overview of the personal fitness training industry and trends.

Call (888) 330-9487 to make your reservation for this free orientation meeting.

Date: Jun 29
Time: Thu 6:30pm
Location: CSUDH EE 1209

Scheduled Classes

Fitness Certification
This course includes 15 hours of lectures that include the following topics: anatomy, exercise physiology, nutrition, musculoskeletal injuries, and health screening. It also includes 15 hours of "hands-on" practical training covering evaluating clients, equipment usage, biomechanics or exercise and weight-training techniques and program design.

Date: Jul 15 - Aug 19
Time: Sat 9am-4pm
Meetings: 6
Location: EE 1210 & Fitness Center
Fee: $399
Instructor: TBA
Course No.: NHEX 110 Sec 01
Reg. No.:   38757

For more information:
Visit the website
www.csudh.edu/extension/cmx.htm
or Call Elizabeth Santos (888)330-9487
or email witscoll@cox.net
or visit www.witseducation.com
or call Babette Wald (310) 243-3730
Email bwald@lists.csudh.edu

OPEN University

Open University is a program that permits members of the community to take regular University classes offered on the California State University, Dominguez Hills campus without going through the formal admissions process. Essentially, it "opens University" courses to the general public.

For more information 310-243-3741
www.csudh.edu/open

See page 85

Spring Intersession 2006

May 22 - June 30
Registration Begins April 10

Catch up or get ahead on your classes with the new Spring Intersession. For further information, go to www.csudh.edu/springin or call the College of Extended and International Education at 310-243-3741.

Courses Available Include:

ANT 495 Applied Archaeology Summer Field School

CHS 100 The Americas: European Cultural and Historical Synthesis

COM 352 Feature and Critical Writing

COM 365 Introduction to Public Relations

COM 381 Script Writing for Electronic Media

COM 387 Mass Media Aesthetics and Program Content: The Documentary Film

COM 397S On Campus Internship

COM 496S Off Campus Internship

DMA 327 Independent TV Production

DMA 346 Digital Media Production Workshop I

DMA 432 Recording Studio Maintenance

DMA 433 Recording Studio Maintenance Lab

GED 501 Seminar in Learning and Development

MUL 520 the Teaching of English to Speakers of Other Languages

NCR 595 Special Topic: Conflict and Film Literature

PHY 300 Physical Sciences for Teachers

PSY 305 History and Systems of Psychology

NEW!

PSY 350 Child Psychology

PSY 351 Psychology of Adolescent Experience

PSY 368 Human Sexuality

SMT 416 Earth Science for Teachers

SBS 318 Cultural Pluralism: Mexican Latino Identity

SBS 318 Cultural Pluralism: Values, Communication and Style of Asian Americans

SOC 326 Sociology of Medicine

SPA 305 Advanced Composition Syntax and Stylistics

SPA 341 Advanced Conversation

SPA 435A A Sociolinguistic Approach to Mexican American Dialect

THE 100 Television, Film and Theatre

THE 160 Acting for Non Majors

THE 337 Creative Dramatics

THE 339 Teatro Dominguez Multicultural Children's Theatre

For more information:
call (310) 243-3741 or

Visit the web site
http://www.csudh.edu/springin

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Organic Chemistry

Satisfy your Organic Chemistry Requirement in Just 10 Weeks this Summer!

Many pre-professional students need to take two semesters of organic chemistry with a lab. CSU Dominguez Hills Division of Extended Education offers a 10-week series of intensive summer classes that satisfy this requirement. Because students are focused on a single class, they often perform better than by taking the classes with a full course load.

Extended Education has offered this program since 1977. Students from colleges all over Southern California and the US have taken the course and transferred the credit into their university. In addition, the classes help prepare students for the MCAT and DAT exams.

For information: (310) 243-3741 or 1-877-GO-HILLS

email: eereg@csudh.edu

Offered Since 1977

Scheduled Classes

Organic Chemistry I
3 units
Prerequisite: CHE 112 or 1 year of general chemistry; concurrent enrollment in 301L
A detailed study of organic molecular structure, reaction mechanisms stereochemistry, and synthesis with emphasis on aliphatic and aromatic systems.

Dates:	Jun 5- Jul 7
Time:	Mon-Thu; 10am-12:15pm (plus 1 Fri 7/7)
Location:	CSUDH NSM C221
Fee:	$495
Instructor:	Noel Sturm
Course No.:	CHE 300 Sec 61
Reg. No.:	38652

Organic Chemistry I Lab
1 unit

Prerequisite: CHE 112 or 1 year of general chemistry; concurrent enrollment in CHE 300
Basic experimental techniques of organic chemistry. Three hours of laboratory per week.

Dates:	Jun 5- Jul 5
Time:	Mon & Wed 1-5pm
Location:	CSUDH NSM C351
Fee:	$250 + $80 lab fee
Instructor:	Noel Sturm
Course No.:	CHE 301L Sec 61
Reg. No.:	38653

Organic Chemistry II
3 units

Prerequisites: CHE 300 and CHE 301; concurrent enrollment in CHE 303L
Continuation of CHE 300 with emphasis on the chemistry of organic compounds containing oxygen and nitrogen.

Dates:	Jul 10 - Aug 10
Time:	Mon-Thu; 10am - 12:15pm
Location:	CSUDH NSM C221
Fee:	$495
Instructor:	TBA
Course No.:	CHE 302 Sec 61
Reg. No.:	38654

Organic Chemistry II Lab
1 unit

Prerequisite: CHE 112 or 1 year of general chemistry; concurrent enrollment in CHE 302
Preparation of organic compounds and qualitative organic analysis. Three hours of laboratory per week.

Dates:	Jul 10 - Aug 9
Time:	Mon & Wed 1-5pm
Location:	CSUDH NSM C351
Fee:	$250 + $80 lab fee
Instructor:	TBA
Course No.:	CHE 303L Sec 61
Reg. No.:	38655

Academic Programs

Register by Phone (310) 243-3741 • Register by Fax (310) 516-3971 • eereg@csudh.edu • http://www.csudh.edu/extendeded/

Applied Archaeology
Summer Field School

An active-learning program for entry-level field technicians and upper division archaeology students.

Offered by San Bernardino National Forest and California State University Dominguez Hills

July 24 – August 18, 2006

Taught by USDA Forest Service archaeologists, this course is for upper division students interested in careers in applied archaeology and cultural resource management. Students will learn essential, fundamental skills associated with archaeological survey, site recording, excavation, and labwork Students will learn about the laws and processes that apply to archaeology and cultural resource management in the public and private sector. Local Cahuilla tribal members will join in the educational experience, as lecturers and participants.

Students will survey a portion of Palm Canyon, a traditional Cahuilla agave gathering area and travel corridor. Palm Canyon is located in the San Jacinto Mountains of the San Bernardino National Forest. Students also will excavate at a prehistoric site in Olmstott Canyon, a tributary of Palm Canyon.

Cost

$1700 for enrollment, 6 units credit (ANT 495), supplies, camping fees, and meals in the field.

For more information:
Contact Dr. Jerry Moore, Department of Anthropology, CSUDH, jmoore@csudh.edu or Dr. Bill Sapp, Forest Archaeologist, SBNF, billsapp@fs.fed.us

Enrollment Deadline: July 1, 2006. For registration information call (310) 243-3741 or email eereg@csudh.edu

NEW THIS SUMMER!

Summer Course in Cambodia

NEW THIS SUMMER
See Cambodia

- **Visit Angkor Wat**

- **Explore ancient Cambodian villages**

- **Experience the rich culture of Cambodia**

- **Earn 3 Units of upper division credit**

ANT 495 and SBS 318 will be offered on the campus of Pannasastra University in Phnom Phen

May 30th - June 21st

Approxiately $2,000 including air, housing, transportation and three units of academic credit
Instructor: **Sue Needham**, PhD

For more information:
Contact Sue Needham (310) 243-3485
Email sneedham@csudh.edu
or Margaret Gordon, Dean (310) 243-3739
or email mgordon@csudh.edu
visit the web site
http://www.csudh.edu/extendeded

DEGREE PROG

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Humanities (HUX) Master of Arts

30 Years of Achievement in Distance Learning through Correspondence Study

The Program

This Master of Arts in Humanities program provides advanced disciplinary and interdisciplinary study of the Humanities: History, Literature, Music, Art History, and Philosophy. Correspondence courses, guided by expert faculty, engage distance learners around the world. Students compare major themes in literature, art, philosophy, history and music; evaluate key figures and their works; and research significant historical epochs in diverse cultures.

This 30-unit graduate degree program is fully accredited. Students may take 5 years to complete the program. The cost is $175.00 per unit.

What You Will Learn

- Practice in-depth critical appreciation of key works in the Humanities
- Skillfully apply research methods and analytical writing
- Use frameworks and theory to examine events and cultural products from western and nonwestern societies
- Engage in study that promotes reflection and exchange of ideas

Special Features – The Program Design

- All course requirements completed off campus
- Year-round course scheduling in three trimesters
- Most courses conducted via correspondence with online option for some courses
- Course guides designed by CSUDH professors.
- Opportunities for mentored independent research courses
- Disciplinary, Interdisciplinary, and Creative Study concentrations available

Degree Requirements

- Phase I Core Courses: 3 to 5 Defining

Courses focusing on individual disciplines and representative writers, approaches, and works
- Phase II Options: Single Discipline, Interdisciplinary, or Creative Study concentrations for approved applicants
- Phase III Capstone Experience: Formal thesis or project

"I feel that the Master's Degree in Humanities has broadened my perspective and my ability to make sense of information."
Andrew Cox, HUX Graduate and winner of the CSUDH Outstanding Thesis of the Year, 2000

For more information or a HUX M.A. information packet and application, contact:

Humanities External Master's Degree
California State University, Dominguez Hills
1000 East Victoria Street
SAC 2-2126
Carson, CA 90747

Email: huxonline@csudh.edu
Voice: (310) 243-3743
Monday-Friday 8am-5pm
(Pacific Time)

FAX: (310) 516-4399
24 hours/day, 7 days/week

All program information is available on the website.

For more information:
email: HUXOnline@csudh.edu
website: http://www.csudh.edu/hux/

Master of Arts in Negotiation, Conflict Resolution and Peacebuilding* –Distance Learning

Online! 🏷

The Program

The Master of Arts in Negotiation Conflict Resolution and Peacebuilding Program (MA/NCRP 30 units) involves a comprehensive study of the practical skills, methods, theory, and research required to be an effective negotiator, conflict resolver and peacebuilder. The degree addresses needs of beginning and mid-career professionals in government, business, and non-profit organizations, and those interested in a career change.

Admission

Admission Application Deadline: May 1 for Fall. Students are admitted on a cohort basis. Completed applications and supporting documentation must be received no later than May 1 for admission to the following Fall semester.

The requirements for admissions are as follows:

- GPA of 3.20 or above (using a 4-point scale) in any major during the last 60 semester units or 90 quarter units
- Degree from an accredited college or university
- Students whose primary language is not English must meet the University TOEFL requirement
- Each applicant must submit a 500 word personal statement describing:

  1. The applicant's background relative to the area of study
  2. Reason for seeking the degree
  3. How the applicant plans to use the degree once obtained

- Three letters of reference are also required, specifically addressing the applicant's suitability (answering the same three

Master of Arts in Negotiation, Conflict Resolution and Peacebuilding*

(continued)

concerns) in the area of negotiation, conflict, resolution, and peacebuilding

Applications should be requested from:
Division of Extended Education
California State University Dominguez Hills
1000 E. Victoria Street
Carson, CA 90747 USA
NCM Program EE1431
Or
Send your mailing address to:
negotiation@csudh.edu

Special Features – Distance Learning with a Difference

The degree can be completed without coming to the campus by anyone anywhere in the world who has Internet access. Any student with a PC Pentium II, reliable access to the Internet, and computer skills should be able to attend class online.

Classes are both synchronous and asynchronous. Current platform subject to change. Students will be notified. Synchronous involves a live, interactive lecture that is accessed through the internet. Students also have the option to review broadcast lectures at a later time by accessing them through the archive. Asynchronous involves completing assignments posted at the course website on or off line at your convenience. Communication with instructors during class is either by toll-free telephone lines (in the U.S. and Canada) or by Instant Messaging using the Internet.

Additional features include home pages for students and instructors, chat and discussion rooms, electronic submission and return of papers. Access to personal course records is individual and secure at all times. Students can complete the course of study in two years or they have up to five years to complete the program. Students must maintain continuous enrollment in the NCR program.

Degree Requirements

Courses are broadcast via Internet webcast 6:00 pm to 9:00 pm Pacific Standard Time (PST) on specified days.

Courses are archived for later viewing for those out of the PST zone.

Currently, the program consists of the following courses:

A. Required Courses (15 units)
to be taken in the order listed (the sequence of NCR 504, 507, 508 may be altered by consent of the program director)

1. Negotiation Area of Emphasis

Theories of Conflict (3)	NCR 504
Seminar: Research Design and Interpretation (3)	NCR 507
Communication and Conflict (3)	NCR 508
Negotiation Tactics (3)	NCR 522
Alternative Dispute Resolution Processes (3)**	NCR 544

2. Mediation Area of Emphasis

Theories of Conflict (3)	NCR 504
Seminar: Research Design and Interpretation (3)	NCR 507
Communication and Conflict (3)	NCR 508
Negotiation Tactics (3)	NCR 522
Mediation (3)**	NCR 525

3. Arbitration Area of Emphasis

Theories of Conflict (3)	NCR 504
Seminar: Research Design and Interpretation (3)	NCR 507
Communication and Conflict (3)	NCR 508
Negotiation Tactics (3)	NCR 522
Arbitration (3)**	NCR 527

B. Elective Courses (9-12 units,
depending on whether 6 or 3 units are completed for the Capstone requirement) to be taken from the following (as they become available) to bring the total to 30***

Internship in Conflict Resolution (3)	NCR 529
Online Dispute Resolution (3)	NCR 530
Marital and Family Mediation (3)	NCR 531
Dispute Resolution Clinical Studies (3)	NCR 532
Labor Conflict (3)	NCR 533
Organizational Conflict (3)	NCR 535
Dispute Resolution for Sports (3)	NCR 536
International Conflict (3)	NCR 537
Seminar: Public Policy Conflict (3)	NCR 538
Seminar: Community Conflict (3)	NCR 540
Restorative Justice (3)	NCR 541
Collaborative Law (3)	NCR 542
Reducing School Violence through Conflict Resolution (3)	NCR 543
Intercultural Conflict Resolution (3)	NCR 545
Cross-cultural Family Values and Behavior (3)	MFT 580
Legal and Ethical Aspects of Counseling (3)	MFT 584

**(When this is not a required course for the designated area of emphasis it may be taken as an elective)

***(NCR 525, 527, or 544, as applicable, may be added to this list of elective courses when not required for the respective area of emphasis)

C. Graduate Writing Assessment Requirement (GWAR)

must be met upon admission through either (i) prior graduation from a California State University campus other than Dominguez Hills in 1984 or later, (ii) a score of eight (8) on the Graduate Writing Examination (GWE), or (iii) passing another examination (like our GWE) that is certified as meeting the requirement by the CSUDH GWAR Coordinator. Otherwise, students will be required to enroll in the Graduate Writing Course (NCR 500) as their first course and without credit toward the 30-unit minimum for the master's degree. A grade of "B" will be required to "pass" this course.

D. Capstone (Culminating Event) Requirement

1. NCR 591 (3 units) is the Capstone course for those electing to take the comprehensive examination as their culminating event. Students will be limited to two (2) attempts to pass the comprehensive examination. Once election of the comprehensive examination as the culminating event has been made, students will not be permitted to change their election to a thesis or project.

2. The revised degree required core curriculum consists of NCR 504, 507, 508, 522, and either 525, 527, or 544. If a thesis or project is elected as the culminating event, then NCR 598 and 599

DEGREE PROG

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Master of Arts in Negotiation, Conflict Resolution and Peacebuilding*

(continued)

will be required (but together may not exceed a total of 6 units). If the comprehensive examination is elected as the culminating event, NCR 598 and 599 will not be required but 591 will be substituted. (Once election of the thesis or project as the culminating event has been made, students will not be permitted to change their election to the comprehensive examination.)

3. After calculating these adjustments, any remaining units required to reach 30 may be satisfied by electives from the available courses set forth in section B above.

Cost

Current fees are $225 per unit (*subject to change*). Additional expenses (at current rates, "*subject to change*"):
$35 examination fee, a $35 diploma fee, books estimated at $750 total, and personal Internet Service Provider fees.

TECHNICAL REQUIREMENTS for access
All students enrolled in distance learning classes are required to have internet access, an email account, and an Internet provider with Netscape 7.0, Explorer 6.0 or higher. For more information see Technical Requirements for Online Classes on the Distance Learning Web Page:
http://dominguezonline.csudh.edu/tech_info.php

For more information:
call (310) 243-2162,
email plabaun@csudh.edu or
visit the web site
http://www.csudh.edu/negcon

Master of Public Administration MPA Online

The Online MPA Program is designed to meet the needs of adult learners who work in the public, nonprofit and private sectors

The Program

The Master of Public Administration (MPA) program is designed to provide a quality graduate professional education for individuals entering or currently employed in public service and non-profit professions.

What You Will Learn

The MPA program prepares students for careers as professional managers of public sector or non-profit organizations as well as for research, consulting, and teaching careers. The MPA curriculum is developed on a theoretical foundation for the practice of effective public management in a wide range of public service functional areas at all levels of government.

The MPA Online Program is offered in four (4) terms or sessions each year. Students can enroll and begin studies in any of the four terms. The 36-unit MPA curriculum consists of core and elective courses (3 credit units each) offered in a twelve (12) week schedule.

Special Features

Program Delivery System

All Online MPA courses are offered online through an Internet based delivery system. After meeting prerequisite requirements, students may complete all other program requirements within one year by taking three (3) courses per session during a four session timeframe. A second alternative is for a student to take two (2) courses for six sessions.

Eligibility Requirements

Applicants for admission to the MPA Online Program must meet the California State University Dominguez Hills admission requirements for post-baccalaureate or graduate study and the graduate admission requirements of the Department of Public Administration. Applicants will be considered for admission if they satisfy the following:

- Hold an acceptable baccalaureate degree from a regionally accredited college or university,
- Are in good standing at the last institution attended,
- Have achieved a minimum undergraduate grade point average of at least 3.0 in the last 60 semester (90 quarter) upper division units,
- Attain a minimum score of 550 on the test of English as a foreign language (TOEFL) (required only of students who have received all, or a significant portion, of their education in a language other than English).

Students admitted with classified status who do not have prior public administration related coursework or who have less than two years public agency administration experience may be required to complete from one to three undergraduate courses.

Costs

Tuition for all MPA Online courses is $900 (U.S.) per three unit course. Course fees are the same for both resident and international students. All fees are subject to change.

Accreditation

The Master of Public Administration Program is accredited by the National Association of Schools of Public Affairs and Public Administration.

Applications for the MPA Online program are available on the MPA Online web-page www.mpaonline.csudh.edu. The website provides information on the application procedure, requirements, fees, and deadlines.

Application and Registration Deadlines

Contact the MPA Online Program Office at (310) 243-3917 or email mpaonline@csudh.edu

For more information:
call Ken Poertner (310) 243-3165, or
Malaika Horne, Program Assistant
(310) 243-3917
email eereg@csudh.edu or visit the web site http://mpaonline.csudh.edu/

Bachelor of Science in Applied Studies

Your access to an affordable degree completion program

B.S. Applied Studies program is accessible in three ways:

- on campus at CSUDH in Carson
- in partnership with Coastline Community College at the Garden Grove center
- through distance learning using a fusion of televised lectures and Internet technology

The Program

The Bachelor of Science in Applied Studies is a degree completion program designed to meet the needs of community college students with backgrounds or degrees in technical fields for which there is no apparent bachelor's program into which they may readily transfer and pursue upper division coursework.

The Applied Studies major blends business and liberal arts courses and involves integration of transferable skills. Students with technical or vocational associate degrees are able to obtain a four-year degree and prepare to advance in their occupations.

Applied Studies program requirements as well as requirements for a bachelor's degree are described fully in the California State University Dominguez Hills University Catalog, available online at http://www.csudh.edu/Catalog/200507/

FEATURES OF THE APS PROGRAM

- ▸ Affordable degree in convenient format for working adults
- ▸ Alternative formats of delivery available
- ▸ Up to 18 units of applied or technical lower-division coursework may be incorporated into the program
- ▸ Advising relationships between students and faculty reinforced
- ▸ Interdisciplinary and integrative curriculum blending problem-solving skills and perspectives from liberal arts, social science, and technical fields
- ▸ Scheduled courses year-round making possible timely completion of upper division coursework
- ▸ Enrollment in courses permitted to qualified students before admission

Who Should Attend

APS TV/Online is especially suited for

- ▸ Working adults who, because of location or schedule, are not able to attend University classes on a campus
- ▸ Individuals who wish to complete a four-year degree, particularly those with associates in technical or vocational fields
- ▸ Individuals interested in career advancement with a degree completion program

Admission as a Transfer

The best way for students to prepare to transfer to CSUDH and be admitted as an upper division student in Applied Studies is to obtain an associate degree at a California Community College and a certification of completion of the California State University lower-division general education requirements.

Most students will enter the program with an associate's degree or equivalent completed. Up to 18 units of lower division technical course work may be integrated as part of the degree program. Individuals who have not completed an associate's degree will be advised to pursue additional lower division course work.

Refer to the CSUDH University Catalog online at http://www.csudh.edu/Catalog/200507/ for details about admission requirements or contact the APS TV pre-admission Student Services Desk **(866) 278-6789.**

Costs

- For CSUDH on campus degree students, refer to the CSUDH Summer 2006 and Fall 2006 Course Schedules online at www.csudh.edu
- For Applied Studies Coastline courses and Applied StudiesTV/online courses courses refer to their respective websites www.csudh.edu/apscoast or www.appliedstudies.tv

Summer Proposed Schedule

- Applied Studies on campus courses Visit www.csudh.edu/extendeded/opensummer06.pdf for CSUDH Summer 2006 schedule of classes
- Applied Studies at Coastline Garden Grove Center
  HUM 310 Key Concepts (1st Session)
 PSY 372 Industrial & Organizational Psychology (2nd session)

- Applied Studies TV/online
  Visit www.appliedstudies.tv and click on "Broadcast schedule"

For Information

For more information on the B.S. Applied Studies offered on campus or at Coastline Community College Garden Grove Center: call Dr. Jeff Badrtalei, APS Director (310) 243-3575

email jbadrtalei@csudh.edu or Ineki Fike, (310) 243-3448 or email ifike@csudh.edu http://www.csudh.edu/apscoast

or CSUDH College of Extended & International Education: 866-278-6789

NEW!

B.S. Applied Studies TV/Online

www.appliedstudies.tv

For further information: email appliedstudiestv@csudh.edu or call the Applied Studies Student Services desk at 866-278-6789

Would you like to see what an APS TV/Online class looks like?

Visit www.appliedstudies.tv and click on "How it works" for a demonstration of the broadcasts.

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Mediated Instruction & Distance Learning

TV Classes are broadcast live

from specially equipped classrooms on the campus to provide a truly interactive learning experiences. Students have an 800 number they can use to call in and speak to the instructor during the broadcast. The broadcasts can be seen on a variety of television systems.

TV classes can be seen on Time-Warner Cable Television in the South Bay (channel 6 in Torrance, Hawthorne, Lawndale, Gardena and El Segundo) on L@36, (the Los Angeles City Cable Television Education Interconnect Channel) and CityTV Channel 16 in Santa Monica.

Be sure to check your local cable listings for the location of DHTV in your area.

All of the classes are also broadcast on the Internet. For more information about viewing classes on the Internet, visit our website at http://dominguezonline.csudh.edu or call (310) 243-2288.

Internet Classes

Internet classes are conducted entirely online, via the World Wide Web. Online activities include lectures, assignments, research, class discussions, student-instructor communication, online "field trips," and guest speakers.

Students will need a computer, a modem (minimum 56 kbps) and an Internet provider with Netscape, Explorer 4.0 or higher. For more information see Computer Skills and Technical Requirements for Online Classes on the Distance Learning Web Page: http://dominguezonline.csudh.edu Although students enrolled in Internet classes may be asked to find a proctor in their community to administer an examination, they will not have to come to campus to complete the course. Some of the Internet classes can be used as electives or to complete requirements for an undergraduate degree.

Many CSUDH internet classes are conducted via the easy-to-use **Blackboard software**
Visit the Blackboard website: http://toro.csudh.edu

Young Scholar Program

The Young Scholar Program provides high school and Community College students an opportunity to enroll in 2 distance learning courses and earn up to 6 units of college credit for $3.50. Credits will be recorded on a transcript at Cal State Dominguez Hills and are fully transferable to other colleges and universities.

Courses are taught using a combination of TV/Internet broadcasts and a course website. Students who cannot view the live class will have access to archived video files of the webcasts.

Classes can be seen on **L@36** which serves cable television subscribers in the City of Los Angeles, **Channel 6** in the South Bay, City View **Channel 16** in Santa Monica/Malibu, **Channel 64** in Pasadena and a number of other cable television systems in southern California. Television viewers will be given a toll-free number they can use to speak with the instructor during the live broadcast. Students will also be able to see the broadcast and send email to the instructor on the Internet. Internet viewers will need at least a PC Pentium II or a G4 Mac with 128 MGs of RAM and a robust, reliable connection to the Internet. Students can go to: http://dominguezonline.csudh.edu to download the software and preview the university's webcasting application.

Each student must also identify an adult at the school site who will serve as his or her sponsor. The sponsor will be asked to verify assignments and proctor examinations.

Courses will be offered in the fall. If you are interested in learning more about these courses or would like an application, call the Center for Mediated Instruction and Distance Learning at (310) 243-2288 and ask to speak with Joy Jones EdD, Administrator of the Young Scholar Program.

Open to high school juniors and seniors and community college students for $3.50

Law for Life: The Paralegal Certificate Course®
An Intensive Two-Part Program for Professionals

The Program
This intensive, nationally acclaimed program is designed for beginning as well as advanced legal workers.

What You Will Learn
Students will be trained to assist trial attorneys, interview witnesses, investigate complex fact patterns, research the law, and assist in preparing cases for courtroom litigation. The instruction is practice-oriented and relates to those areas of the law in which legal assistants are most in demand. There are no prerequisites, but students will be expected to complete a significant amount of homework for each weekend session. This program will help students increase their office's efficiency, productivity, and billable hours as well

Law for Life: The Paralegal Certificate Course®

An Intensive Two-Part Program for Professionals

(continued)

as learn new marketable job skills. Successful graduates of both Part I (Core) and II (Advanced) will be awarded a Certificate of Completion from CSU Dominguez Hills.

To receive a Certificate, students must pass twelve quizzes and successfully complete five legal document writing assignments. Certificates will be mailed to successful graduates within 4 to 6 weeks of completion of Part I and II of the course. **All classes are online⌂.**

This Certificate provides an individual with the recognition that he or she has achieved the level of professional knowledge and competency necessary to work within the legal field, and it is designed to satisfy the requirements of California Business Professionals Code §6450.

Costs

Textbooks: Part I: Federal Civil Rules Booklet: Introduction to Paralegalism, 6th edition, by William Statsky. Basics of Legal Document Preparation, by Robert Cummins, Paralegal Procedures and Practices, and A Paralegal Primer, 3rd edition, by Scott and Lisa Hatch, which are available for approximately $230 from the Center for Legal Studies.

Part II: Students will use the same required texts from Part I. Additional textbooks will vary depending on the topic(s) taken. Advanced Legal Research: Cohen and Olsons' Legal Research in a Nutshell, 8th edition.

Constitutional Law: Barron and Dienes' Constitutional Law in a Nutshell, 5th edition.

Family Law: Krause's Family Law in a Nutshell, 4th edition.

Mediation: Nolan-Haley's Alternative Dispute Resolution in a Nutshell, 2nd edition.

Estate Planning: Lynn's Introduction to Estate Planning in a Nutshell, 5th edition.

Business Law: Basics of Legal Document Preparation, by Robert Cummins.

Bankruptcy Law: Basics of Legal Document Preparation, by Robert Cummins and A Paralegal Primer, 3rd edition, by Scott and Lisa Hatch.

Criminal Law: Loewy's Criminal Law in a Nutshell, 4th edition

Victim Advocacy: No required textbook.

Fees for this program include:

- Handouts and a voluntary internship for those students finishing in the top 25% of the class who also desire legal experience
- Two weeks of WESTLAW access
- Job Placement Assistance
- There are **no refunds**

Financial Aid

Student loans may be available through TERI Continuing Education at 1-800-255-TERI or through Key Career Loan at 1-800-KEY-LEND.

Online! ⌂
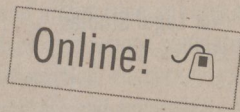
The complete Paralegal Certificate Course— (Part I / Core and Part II / Advanced)— can be completed in four seven-week sessions.

SCHEDULED CLASSES

Paralegal Certificate Part I (Core)

Noncredit

Subject matter to be covered in Part I includes:

- Legal Terminology, Documents, Ethics, and the Litigation Process
- Introduction to the Evidentiary Predicate
- Identifying Relevant Authority
- Introduction to Legal Research
- Legal Research Practice
- Legal Writing, Appellate Procedure, and Law Office Administration
- An Introduction to Domestic Relations, Wills and Trusts
- Introduction to Corporations, Partnerships, Contracts and Bankruptcy

Paralegal Certificate Part I (Core)

Noncredit

|	
Date:	Mar 6 – Jun 16 (No classes the week of Apr 24)
Location:	Online ⌂: 14 weeks of online instruction
Fees:	$989
Instructor:	Center for Legal Studies
Course No.:	NBLG 201 Sec 41
Reg. No.:	38282

Paralegal Certificate Part I (Core)

Noncredit

Date:	May 1 – Aug 11 (No classes the week of Jun 19)
Location:	Online ⌂: 14 weeks of online instruction
Fees:	$989
Instructor:	Center for Legal Studies
Course No.:	NBLG 201 Sec 42
Reg. No.:	38283

Paralegal Certificate Part I (Core)

Noncredit

Date:	Jun 27 – Oct 6 (No classes the week of Aug 14)
Location:	Online ⌂: 14 weeks of online instruction
Fee:	$989
Instructor:	Center for Legal Studies
Course No.:	NBLG 201 Sec 41
Reg. No.:	40014

Paralegal Certificate Part I (Core)

Date:	Aug 21 - Dec 1 (No classes the week of Oct 7)
Location:	Online ⌂: 14 weeks of online instruction
Fee:	$989
Instructor:	Center for Legal Studies
Course No.:	NBLG 201 Sec 42
Reg. No.:	41634

OPEN UNIVERSITY

Open University is a program that permits members of the community to take regular University classes offered on the California State University, Dominguez Hills campus without going through the formal admissions process. Essentially, it "opens University" courses to the general public.

For more information **310-243-3741** • www.csudh.edu/open • See page 85

Law for Life: The Paralegal Certificate Course®

An Intensive Two-Part Program for Professionals

(continued)

Paralegal Certificate Part II (Advanced)

Noncredit

To receive a certificate, students must complete at least 6 of the 9 substantive law topics. Students may choose any of the following topics:

- Advanced Legal Research and Writing
- Mediation and Other Forms of ADR
- Constitutional Law and Civil Liberties
- Criminal Law
- Family law
- Estate Planning: Probate, Wills and Trusts
- Business Law Practice
- Bankruptcy Law Practice
- Victim Advocacy

Paralegal Certificate Part II (Advanced)

Noncredit

Date:	Mar 6 – Jun 16 (No classes the week of Apr 24)
Location:	Online ⏷: 14 weeks of online instruction
Fees:	$1,350
Instructor:	Center for Legal Studies
Course No.:	NBLG 202 Sec 41
Reg. No.:	38333

Paralegal Certificate Part II (Advanced)

Noncredit

Date:	May 1 – Aug. 11 (No classes the week of Jun 19)
Location:	Online ⏷: 14 weeks of online instruction
Fees:	$1,350
Instructor:	Center for Legal Studies
Course No.:	NBLG 202 Sec 42
Reg. No.:	38335

Paralegal Certificate Course Part II (Advanced)

Noncredit

Date:	Jun 27 – Oct 6 (No classes the week of Aug 14)
Location:	Online ⏷: 14 weeks of online instruction
Fee:	$1,350
Instructor:	Center for Legal Studies
Course No.:	NBLG 202 Sec 41
Reg. No.:	40015

Paralegal Certificate Part II (Advanced)

Noncredit

Date:	Aug 21- Dec 1 (No classes the week of Oct 7)
Location:	Online ⏷: 14 weeks of online instruction
Fees:	$1,350
Instructor:	Center for Legal Studies
Course No.:	NBLG 202 Sec 42
Reg. No.:	41635

For more information:
call Babette Wald (310) 243-3730,
email bwald@lists.csudh.edu or
visit the web site
http://www.csudh.edu/extendeded

OPEN University

Open University is a program that permits members of the community to take regular University classes offered on the California State University, Dominguez Hills campus without going through the formal admissions process. Essentially, it "opens University" courses to the general public.

For more information 310-243-3741
www.csudh.edu/open

See page 85

The American Language & Culture Program (ESL, ESP & VESL)

English Language Courses for Beginning, Intermediate and Advanced International Students

The American Language and Culture Program at California State University, Dominguez Hills has courses for international students, business people and new residents who wish to improve their English language skills. Maximum enrollment in most classes is limited to 15 students to ensure sufficient student practice and attention from the teacher.

Work-Site Programs (WSP)

ALCP can offer English language and culture programs at the work-site for both native and non-native speakers of English. Programs can be developed for a wide range of work needs: on-the-line employees who need basic communication skills and orientation to an English-speaking work environment; executives who need high-level communication skills to negotiate business and operate in social environments or other special situations. English-for-Special-Purposes (ESP) programs are often offered in industries such as hospitality, tourism and travel, medical, import/export, banking and manufacturing. ESP programs can include safety English, industry-specific terminology and jargon, company-specific terminology and jargon, writing skills (forms, memos, reports), oral communication/pronunciation, asking questions, giving/receiving directions, clarifying, expressing opinions, and expressing safety concepts. Classes can be offered on-line.

Intensive English Program (IEP)

ALCP offers an eight-week intensive English language program six times a year for students with academic or professional goals, including passing the TOEFL for entrance into an American university. The 20-25-hour per week IEP (9am-1pm daily) offers a coordinated program of conversation, grammar, writing, reading/vocabulary, pronunciation and listening. Students from all over the world enroll in this multi-level program and can continue to improve their skills by advancing from session to session. Qualified students from outside the U.S. are eligible for a student visa.

Individual courses may also be taken. A certificate of achievement is awarded after successful completion of at least one session.

Listening & Conversation

This class offers extensive individual student practice in both speaking and listening. Students learn to use authentic language in situations related to work, school, leisure and social life. Classroom assignments utilize pair work, small-group discussions and information-sharing activities. Face-to-face discussions simulate real-life social interaction, encouraging the use of eye contact and accurate intonation. Furthermore, each student is given the opportunity to participate in a variety of in-class activities using tapes, videos, and guest speakers. Each listening exercise allows students to progress from controlled listening activities to more complex ones. Conversation Skills offers extensive individual student practice in speaking. Students learn to use authentic language in situations related to work, school, leisure and social life. They are encouraged to express their thoughts and ideas, plus their wants and needs, in classroom situations that make extensive use of pair work, small-group discussions, and information-sharing activities. These face-to-face discussions simulate real-life social interaction, encouraging the use of eye contact, exclamations, questions, accurate intonation and emotional tone.

Writing

Writing Skills emphasizes the process of writing and highlights the various strategies writers can use in the process. The class teaches such organizational patterns as generalizing, describing, defining, talking about differences and similarities, and expressing cause and result. Although the focus is on content-based writing, other language skills are integrated, and practice writing is combined with speaking and listening activities. In order to gather data for their writing, students share ideas, opinions, and suggestions in pair, small group, and whole-class discussions. These brainstorming activities lead to teacher and peer analyses of student essays where the focus is on topic sentences, supporting facts, discourse markers, and concluding sentences.

Grammar

The Grammar class presents the important grammatical structures in English through a process of observing, describing and using the structures in written and spoken language. Controlled and open-ended exercises and tasks are practiced in class to help the students increase their mastery over the forms. Special attention is given to grammar points that are most difficult for students. Additionally, the ways in which grammar is tested in the TOEFL are examined and practice TOEFL exercises are done.

Reading & Vocabulary

The focus of Reading & Vocabulary is to help students increase their vocabulary within the context of meaningful, high-interest readings. Each student will learn the skills needed to find the meanings of unfamiliar words and then incorporate them into active, everyday use. Reading and vocabulary skills will be practiced through an integrated approach that uses a variety of topics, genres, moods and styles. Interesting subjects will be read and then examined through paired discussions, small group work and whole-class activities.

- TOEFL Preparation
- Language Lab, Internet Café & e-mail
- WWW and Internet Access
- Pronunciation and Accent Reduction
- Sports, Activities, Field Trips, Movies & Music

For more information:
call Tajauta Ortega (310) 243-3830,
email alcp@csudh.edu or
visit the web site
http://www.csudh.edu/alcp

ESL

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The American Language & Culture Program (ESL, ESP & VESL)

(continued)

ALCP 2006 Schedule

SESSION	TESTING & ORIENTATION	*CLASS DATES	**TUITION
Spring A	Jan 3	Jan 4 – Feb 24	$1,600 per session
Spring B	Feb 27 - 28	Mar 1 - Apr 21	$1,600 per session
Summer A	May 1 - 2	May 3 - Jun 23	$1,600 per session
Summer B	Jun 26 - 27	Jun 28 - Aug 18	$1,600 per session
Fall A	Aug 21-22	Aug 23 - Oct 13	$1,600 per session
Fall B	Oct 16 -17	Oct 18 - Dec 4	$1,600 per session

Resident aliens, H-1b and green card holders: ask about our special discounted fees!

* Students may begin their studies on any of the testing and orientation days.
* * $100 An additional discount is given for pre-payment of two consecutive 8-week sessions (after the initial 2 session minimum)

TO APPLY SEND:
1. Completed Application Form. See ALCP brochure or Web-Site.
2. $55 U.S. Application Fee written to: CSUDH. Non-refundable. Cash cannot be accepted.
3. Financial Verification. If you are requesting an I-20 in order to enter the U.S. on an F-1 Student Visa for full-time study only. The financial verification is usually a bank statement, which must verify a minimum of $7,000 U.S. available for the student's studies.
4. Additional Costs: Health Insurance (required), textbooks, food, housing, transportation, miscellaneous.

English Language Courses
For beginning, intermediate and advanced international students, youth programs and on site work programs
Call (310) 243-3830 for more information or visit us on the web: www.csudh.edu/alcp

Intensive English and Work Site Programs
Intensive English language programs for individuals and industry to help them meet their professional goals. Programs are focused to address specific corporate needs including business communications, health and safety issues, and other important topics.
Programs are available for domestic and international groups, and a Certificate of Achievement is awarded upon completion of the program.

For more information on ALCP/ESL classes:
call Tajauta Ortega (310) 243-3830,
Fax: (310) 516-4418
email alcp@csudh.edu or
visit the web site
http://www.csudh.edu/alcp
Registration: Tel. (310) 243-3830

Omnilore - Learning in Retirement

Over 50 ("seasoned")? Like to stretch your mind? Enjoy intellectual discussions? Omnilore, an affiliate of ALIROW and Elder Hostel Institutes, may be just the thing for you.

Courses of general interest, including fitness, workshops in fine arts & humanities, travel, and recreation are offered year round.

Peer Learning Provides Intellectual Stimulation

Omnilore is a challenging, collegiate-level experience, where members make brief presentations, followed by engaging group discussions. There are no professors, tests or grades. The learning process is remarkable, especially since members often select topics about which they are curious, but have not explored in depth previously. Omnilore membership is open to all who can enjoy the challenge of shared learning in an informal environment.

Meetings are held at the Franklin Community Center, and parking is easy and free. The Omnilore program consists of three trimesters. During each trimester about 15 study/discussion subjects are offered.

Each group of 8-16 members focuses on a chosen subject, and meets twice a month for eight two-hour sessions. Members can choose one or several study/discussion groups per trimester.

Other optional activities include luncheon meetings, field trips and social events.

Discussion groups meet year-round, Monday-Friday either in the morning or afternoon in Room 7 & 8 of the Franklin Community Center. The Franklin Center is located at 850 Inglewood Avenue in Redondo Beach.

Fall Membership Fee:

To register starting in September for the Fall Trimester, the fees are as follows:

$ 90 per individual   CRN 38022
$150 per couple   CRN 38023

A Note About Membership Fees:

The charge for an annual membership (September–August) is $90 for individuals or $150 per couple. However, fees are pro-rated so that those joining in January register for the spring and Fall trimesters (January-August) pay $60 individual/$100 couple, and those joining in June register for only the summer trimester (June-August) $30 individual/$50 couple.

There are currently 240 enthusiastic Omnilore compatriots, mostly living in the South Bay. Omnilore is actively seeking new members from a diversity of backgrounds.

If you are interested in learning more, please call (310) 540-6011 and leave a message requesting more information, or write to:

Omnilore
P.O. Box 7000-236
Redondo Beach, CA 90277

Visit the Omnilore website at
www.omnilore.org

Travel with your Grandchildren!

New Family Travel Study Programs to Kenya, Greece, Alaska, Egypt and Costa Rica open up the world to you and your grandchildren!
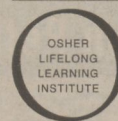
See page 83

For more information:
visit the web site
http://www.omnilore.org

PERSONAL
DEV

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Discover lifelong learning.

Engage your mind, and network with others!

Osher Lifelong Learning Institute

OSHER
LIFELONG
LEARNING
INSTITUTE

Participate in OLLIonline

What is "OLLIonline?" OLLIonline, an Osher Lifelong Learning Institute, is an adventure in learning involving television and web-based programs.

Who can participate? The programs are designed for retired individuals over 50 years of age but everyone is welcome.

Participate in the Fall 2006 OLLIonline Program
This fall we will continue the exploration of the history of film as an art form, cultural expression expression and social force. We plan to cover the works of selected directors in American and World cinema.

Why is OLLIonline being broadcast? OLLIonline is supported by a generous grant from the Bernard Osher Foundation to promote lifelong learning among seniors and individuals who are seeking intellectual activities and engagement with like-minded adults.

Visit the OLLIonline website (www.ollionline.tv) for fall 2006 program details and schedule or complete the member form and a color brochure and schedule will be sent to you.

Now you can enjoy the previous OLLIonline broadcasts on the OLLIonline website.

Where can I watch the OLLIonline television series?
- Los Angeles – Channel 36 (LA36)
- Carson and Gardena – Channel 27 (RCN Cable only)
- Southbay/Southern Los Angeles County – El Segundo, Gardena, Hawthorne, Lawndale, Lomita and Torrance – Channel 6
- Watch broadcasts on TV or online at www.OLLIonline.com

MEMBERSHIP REGISTRATION

Register today! As a member of OLLIonline you will:
- Receive a program schedule for each series
- Receive emails about OLLIonline activities
- Have access to activities on the OLLIonline website

The charge for membership is $10. Please make checks paayable to "CSUDH".

PLEASE COMPLETE TO FORM BELOW AND MAIL TO:
OLLIonline
California State University Dominguez Hills
College of Extended and International Education
1000 E. Victoria Street • Carson, CA 90747

NAME:_____

ADDRESS:_____

CITY: _____ STATE: _____ ZIP:_____

PHONE:_____

EMAIL:_____

www.ollionline.tv   (310) 243-3208

Learn, Don't Yearn... to Travel!

Experience the joy of discovering ancient, modern and unexpected places or special trips that are unlike conventional tours.

Unique features of these travel/study programs include:

🐫 Escorts,local guides and in-country specialists who share their insights about the contemporary, natural and historical aspects of the destination visited.

🐫 National and local guides chosen for their knowledge, efficiency, enthusiasm, and fluency in English.

🐫 Comfortably-paced itineraries and small groups (average size is 14) which allow flexibility for you to revisit a particular site that has sparked your interest. First class accommodations and local transport allow you to combine a comfortable vacation with learning.

🐫 Contact with local people and their lifestyles through specially arranged small group luncheons in the relaxed and hospitable atmosphere of their own homes.

🐫 View a slide/lecture presentation by the Curator of the Pyramids of Giza at the foot of the great pyramids in Egypt.

🐫 Learn about animal behavior and the interrelationship of "land, people and animals" from a wildlife researcher at her camp at the foot of Mt. Kilimanjaro in East Africa.

🐫 In Morocco, hear a lecture by King Hassan's personal interpreter and have lunch in the homes of Moroccan families in the ancient Medina of Fez.

What are you waiting for?

See the exciting trips in the following column!

Summer/Fall 2006 Travel Study

These Learning Vacations for Adults balance visits to "shouldn't miss" sites with experiences not available on conventional tours.

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Test Preparation Courses

The Program

The Bobrow Test Preparation system originated at California State University, Northridge, by request of the student body in 1973. Since then, it has assisted more than 500,000 students in preparing for college and graduate entrance examinations. By request only, these programs are now offered at 30 universities, colleges and law schools. The programs are constantly updated for the most recent forms of the exams. Fees paid for these test preparation courses do not include payment and registration for the actual exam. For information on registration for the exams, call the CSUDH Testing Office at (310) 243-3909.

Program Instructors

The staff is comprised of math and reading specialists and other expert instructors who are fully credentialed and have advanced degrees.

SCHEDULED CLASSES

GMAT
(Graduate Management Admission Test)

Effective preparation for the GMAT is important! This course provides you with expert instruction, introduces test-taking strategies, and offers timed-practice testing. Areas covered are: Math Ability/Problem Solving (including a short review of algebra and geometry), Data Sufficiency, Reading Comprehension, Sentence Correction, Critical Reasoning, and the Analytical Writing Assessment. Call ETS for test application at (800) 462-8669 www.mba.com

Date:	Jun 24 - Jul 22
Time:	Sat 9am-3pm
Meetings:	4 (No Class 7/1)
Location:	CSUDH EE 1205
Fee:	$345
Course No.:	NXGM 101 Sec 01
Reg. No.:	38005

CBEST
(California Basic Educational Skills Test)

Let our outstanding teachers give you the edge to pass this very important exam! A special emphasis will be placed on a review of mathematics and applying math skills to CBEST question types. The Essay Section will also be carefully reviewed followed by a short review of the Reading Comprehension Section including skills necessary to help potential teachers understand, interpret and analyze passages. For test application and information call NES (916) 928-4001 or www.cbest.nesinc.com.

Session I

Date:	May 20 - Jun 10
Time:	Sat 9am-3pm
Meetings:	3 (No class May 27)
Location:	CSUDH EE 1206
Fee:	$265
Course No.:	NXCB 101 Sec 01
Reg. No.:	38004

Session I

Date:	Jul 22 - Aug 5
Time:	Sat 9am-3pm
Meetings:	3
Location:	CSUDH EE 1217
Fee:	$265
Course No.:	NXCB 101 Sec 02
Reg. No.:	38003

CSET Multiple Subjects Exam
(California Subjects Exam for Teachers)

Get the edge in preparing for the CSET! The CSET: Multiple Subjects test preparation workshop will review the test format and analyze the question types. Strategies and techniques for the multiple-choice and constructed-response questions will be discussed with short reviews in selected areas. This program is designed to help students apply their knowledge to meet exam requirements in each of the exam subtests including: Subtest I-History/Social Science and Literature/Language Arts/Reading, Subtest II-Science and Math, Subtest III-Visual and Performing Arts, Physical Education and Human Development. This class is not meant as a substitute for course work in these areas. For information about test application and administration call (916) 928-4003 or visit www.cset.nesinc.com.

Date:	Jul 8 - 16
Time:	Sat & Sun 9am-4pm
Meetings:	3 (No class Jul 15)
Location:	CSUDH EE 1217
Fee:	$345
Course No.:	NXCS 101 Sec 01
Reg. No.:	38001

GRE Review
(Graduate Record Exam – General Test.)

Learn how to maximize your test-taking potential! This workshop emphasizes analyzing and reviewing each of the sections: Quantitative Reasoning; Verbal Reasoning (antonyms, analogies, sentence completion and reading comprehension); and the new Analytical Writing Assessment. A short review of mathematics is also included. For test information and application call (800) 473-2255 or visit www.gre.org.

Date:	Jul 8 - 29
Time:	Sat 9am-1pm
Meetings:	4
Location:	CSUDH EE 1206
Fee:	$325
Course No.:	NXGR 101 Sec 01
Reg. No.:	38002

CSU Dominguez Hills
Test Preparation Courses

RICA
(Reading Instruction Competence Assessment)
1 CEU

The workshop is designed to help potential school teachers prepare for the RICA written examination. This workshop, designed and taught by CSUDH instructors, includes studying and test taking strategies, information about the test and a review of the content areas. Materials are included.

Fees paid for test preparation classes do not include fees for actual examination.

Session I

Date:	May 20 & Jun 3
Time:	Sat 9am – 3:30pm
Meetings:	2
Location:	CSUDH EE 1213
Fee:	$199
Instructor:	TBA
Course No.:	TEX 922 Sec 02
Reg. No.:	38744

Session II

Date:	Jul 8 & Jul 15
Time:	9am – 3:30pm
Meetings:	2
Location:	TBD
Fee:	$199
Instructor:	TBA
Course No.:	TEX 922 Sec 04
Reg. No.:	TBD

For more information
Call (310) 243-3741
www.csudh.edu/extendeded/testprep.htm

OPEN UNIVERSITY

Open University is a program that permits members of the community to take regular University classes offered on the California State University, Dominguez Hills campus without going through the formal admissions process. Essentially, it "opens University" courses to the general public. Open University can help you update your professional skills or simply allow you to rediscover the joys of exploring new frontiers of learning. Open University makes it possible for you to begin or continue your education for any purpose you may have. Open University is for you if you:

- Missed the deadline for admission to the regular resident program
- Want to examine a particular field before actually enrolling in a degree program
- Want to update your professional training

- Are not able to attend on continuous basis
- Have been disqualified or are otherwise ineligible for admission and need to raise your GPA

You will earn special sessions credit that may be used toward a degree at our campus or most other colleges or universities. Course fees are $160 per semester unit ($480 for a three-unit class). Please note that there is an additional $30 per unit charge for TV courses.

To register for Open University classes, follow the instructions below:

1. Pick up an Open University registration form from the Division of Extended Education Registration Office (located on the west side of the CSUDH campus, EE 1100, in the Extended Education Complex).
2. Complete the student information on the registration form, including the course information.

3. If you have been assigned a CSUDH student identification number, please be sure to indicate it on the form.
4. Bring the completed registration form to the Extended Education office and pay the required fees. Payment may be by check, money order draft, payable to CSUDH in the exact amount required, or by VISA, Discover or MasterCard. Registration will not be complete until all fees are paid. For a complete schedule of classes, please call (310) 243-3741.

If you wish to request a catalogue please email eereg@csudh.edu, or call 1-877-GO HILLS.

OPEN UNIVERSITY

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OPEN UNIVERSITY
Summer Academic Program Calendar

Through Open Summer Academic Program, students who have not been admitted to CSU Dominguez Hills may enroll in academic courses for which they are qualified.

IMPORTANT DATES:	SESSION I	SESSION II
Registration begins:		
non-matriculated students	Apr 10	Apr 10
Courses begin	May 27	Jul 8
Regular Registration deadline	May 28	Jul 9
Last day to return books	Jun 6	Jul 14
Late Registration	May 27 - Jun 10	Jul 8 - 22
($25 fee assessed)		
Last day to ADD a course	Jun 10	Jul 22
Last day to request		
CREDIT/NO CREDIT option	Jun 9	Jul 21
Last day to DROP/WITHDRAW		
without "W" on record	Jun 10	Jul 21
Holiday, campus closed	Jul 4	
Last Day to Drop/Withdraw	Jul 6	Jul 21
FOR SERIOUS AND COMPELLING REASONS ONLY		

NOTE: **INTENSIVE COURSE DATES VARY: Check listings**

HOW TO READ THE CLASS SCHEDULE

CRN # Course Reference Number (you need this number to register for this particular course)

Department Abbreviation and course #

Course Title (refer to university catalog for course description), prerequisites & co-requisites

Location on campus (building abbreviation and room number)

Instructor

Footnotes (see pg. 120)

Crn	Dept	Sec	COURSE TITLE	Units	Days	Hours	Room #	Instructor	Footnotes
30117	CHE	302	61	Organic Chemistry II	3.0	MTW	5:00-10:15pm	NSM C221	J Lyle	12, 31
		Co-req	CHE 303L		07-JUL-00 thru 07-AUG-00					

(Note: some classes require co-requisites)

Session & Section # (1=Session I, 2=Session 2, 6= Intensive)

Class Dates

Open Summer Academic Program 2006 Fee Schedule

Non CSUDH Students pay $160 per unit
for Standard Lecture / Discussion Courses

All students may pay additional charges for labs, materials and for special circumstances as indicated next to class listings. Only units will be listed. See above for information to calculate unit fees. *Fees are subject to revision.*

Summer 2006 Course Offerings

ENTRY LEVEL SKILLS

English

SESSION 2

38478	ENG 099 21	Basic Writing Workshop Meets: 7/8 - 8/18/06	3.0	MW	8:00 - 11:50 am	LCH A219	R Hernandez	15 73 90

Mathematics

SESSION 1

38386	MAT 095 11	Selected Topics Prerequisite: MAT 003, 42 on the ELM test or equivalent Meets: 5/27 - 7/7/06	1.0	TTH	10:00 - 11:05 am	WH A139	Staff	62
38387	MAT 095 12	Selected Topics Prerequisite: MAT 003, 42 on the ELM test, or equivalent Meets: 5/27-7/07/06	1.0	TTH	10:00 - 11:05 am	WH F145	Staff	62

INTENSIVE/NON-STANDARD COURSES

38388	MAT 095 21	Selected Topics Prerequisite: MAT 003, 42 on the ELM test, or quivalent Meets: 7/8 - 8/18/06	1.0	TTH	10:00 - 11:05 am	WH A139	Staff	62

GENERAL EDUCATION

A. Basic Skills

1. COMPOSITION

NO COURSES OFFERED THIS TERM IN THIS AREA.

2. LOGIC/CRITICAL REASONING

SESSION 1

38491	PHI 120 11	Critical Reasoning Meets: 5/27 - 7/07/06	3.0	TTH	# 5:00 - 8:50 pm	LCH A324	S Pawar	

3. ORAL COMMUNICATION

SESSION 2

38492	THE 120 .21	Fundamentals Of Speech Meets: 7/8 - 8/18/06	3.0	TTH	# 6:00 - 9:50 pm	LCH A324	D Leonard	

INTENSIVE/NON-STANDARD COURSES

38493	THE 120 61	Fundamentals Of Speech Meets: 7/10 - 7/28/06	3.0	MTWTH	9:00 - 12:50 pm	LCH A324	S Weiner	

4. LIBRARY SKILLS

NO COURSES OFFERED THIS TERM IN THIS AREA.

B. Area of the Natural Sciences & Quantitative Reasoning

1. PHYSICAL SCIENCES

INTENSIVE/NON-STANDARD COURSES

38411	EAR 100 60	Physical Geology Meets: 5/30 - 6/30/06	3.0	TWTH	7:00 - 11:55 am	NSM C213	B McNulty	32

Footnote definitions can be found at the end of the course listing section.
+ Consult current *University Catalog* for course prerequisite(s).

2. Life Science

NO COURSES OFFERED THIS TERM IN THIS AREA.

3. Science Laboratory

NO COURSES OFFERED THIS TERM IN THIS AREA.

4. Quantative Reasoning

SESSION 1

| 38515 | + BSN 405 08 | Statistics
Begins: 5/27 - 7/7/06
Nursing Students only | 3.0 | TBA | TBA TBA | *Internet* | Staff | |

C. Area of the Humanities

1. Required

SESSION 1

| 38483 | + HUM 200 11 | Intro To Humanities
Meets: 5/27 - 7/07/06 | 3.0 | MW | 8:00 - 11:50 am | LCH A324 | P Rodney | 78 |

2. Arts Courses

INTENSIVE/NON-STANDARD COURSES

| 38494 | MUS 101 61 | Introducing Music
Meets: 7/10 - 7/28/06 | 3.0 | MTWTH | 8:00 - 11:50 am | LCH A103 | R Kravchak | |

3. Letters Courses

NO COURSES OFFERED THIS TERM IN THIS AREA.

D. Area of the Social Sciences

1. Perspectives on individuals, Groups, and Society

SESSION 1

| 38442 | SOC 101 11 | The Individual In Society
Meets: 5/27 - 7/7/06 | 3.0 | MW | 8:00 - 11:50 am | NSM B252 | S Squires | |

SESSION 2

| 38426 | PSY 101 21 | Gen St:Understand Hum Beh
Meets: 7/8 -8/18/06 | 3.0 | TTH | 12:30 - 4:20 pm | LCH A103 | L Carrier | |

2. Global and Historical Perspectives

NO COURSES OFFERED THIS TERM IN THIS AREA.

3. Perspectives on U.S. History

SESSION 1

| 38482 | HIS 101 11 | History Of United States
Meets: 5/27 - 7/07/06 | 3.0 | MW | # 6:00 - 9:50 pm | WH D176 | K Fawver | 41 |

4. Perspectives on U.S. and California Governance

SESSION 2

| 38560 | POL 101 21 | American Institutions
Meets: 7/8 - 8/18/06 | 3.0 | TTH | 12:30 - 4:20 pm | SBS B140 | A Fisher | 42 |

Footnote definitions can be found at the end of the course listing section.
+ Consult current *University Catalog* for course prerequisite(s).

E. The Whole Person

SESSION 1

| 38552 | + BSN 315 29 | Life Cycle
Date TBA
Nursing Students only
TESTING OPTION ONLY! | 3.0 | TBA | TBA TBA | TBA TBA | Staff | |

F. Upper Division Integrative Studies

1. HUMANITIES

SESSION 1

| 38484 | + HUM 310 11 | Key Concepts
Hero and Antihero
Meets: 5/27 - 7/07/06 | 3.0 | TTH | 12:30 - 4:20 pm | WH D176 | T Giannotti | 19 |

SESSION 2

38485	+ HUM 310 21	Key Concepts Power of Masks Meets: 7/8 - 8/18/06	3.0	MW	9:00 - 12:50 pm	WH D176	W DeLuca	19
38486	+ HUM 310 22	Key Concepts Hero and Antihero Meets: 7/8 - 8/18/06	3.0	TTH	8:00 - 11:50 am	SBS B131	Staff	19
38488	+ HUM 312 21	Key Movements African Literature and Culture Meets: 7/8 - 8/18/06	3.0	TTH #	6:00 - 9:50 pm	SBS B143	M Furusa	19
38489	+ HUM 314 21	Key Issues Romantic Love Meets: 7/8 - 8/18/06	3.0	TWTH #	6:00 - 8:30 pm	WH D176	B Gomez	19

INTERNET COURSES

| 38487 | + HUM 310 41 | Key Concepts
Success and Values in the U.S.
Begins 7/8 - 818/06
Restricted to Nursing students | 3.0 | TBA | TBA TBA | *Internet* | Staff | 19 |

2. NATURAL SCIENCES

INTENSIVE/NON-STANDARD COURSES

| 38422 | + SMT 310 61 | Science And Technology
Meets: 5/30 - 6/15/06 | 3.0 | MTWTH | 12:30 - 4:20 pm | SBS B215 | H Martinez | |
| 38423 | + SMT 310 62 | Science And Technology
Meets: 5/30 - 6/15/06 | 3.0 | MTWTH | 8:00 - 11:50 am | SBS B215 | Staff | |

3. SOCIAL SCIENCES

SESSION 1

38433	SBS 318 12	Cultural Pluralism: Psychohistory of Holocaust Meets: 5/27 - 7/7/06	3.0	MW	12:30 - 4:20 pm	NSM B252	A Hass	
38434	SBS 318 13	Cultural Pluralism: Global Impact of the Technological Revolution Meets: 5/27 - 7/7/06	3.0	TTH	12:30 - 4:20 pm	WH D165	L Rosen	
38435	SBS 318 14	Cultural Pluralism: Immigration and Citizenship Meets: 5/27 - 7/7/06	3.0	TTH #	5:00 - 8:50 pm	WH D165	I Vasquez	
38436	SBS 318 15	Cultural Pluralism: A Historical Perspective Meets: 5/27 - 7/7/06	3.0	MW #	5:00 - 8:50 pm	NSM B252	C Udeze	

Footnote definitions can be found at the end of the course listing section.
+ Consult current *University Catalog* for course prerequisite(s).

SESSION 2

| 38437 | SBS | 318 | 21 | Cultural Pluralism: African Diaspora in Latin America the Caribbean Meets: 7/8 - 8/18/06 | 3.0 | MW | # | 5:00 - 8:50 pm | NSM C221 | Staff | |
| 38439 | SBS | 318 | 23 | Cultural Pluralism: Education, Society & Language Meets: 7/8 - 8/18/06 | 3.0 | SSu | | 8:00 - 11:50 am | SBS B131 | D Bryan | |

G. Cultural Pluralism

SESSION 1

38433	SBS	318	12	Cultural Pluralism: Psychohistory of Holocaust Meets: 5/27 - 7/7/06	3.0	MW		12:30 - 4:20 pm	NSM B252	A Hass	
38434	SBS	318	13	Cultural Pluralism: Global Impact of the Technological Revolution Meets: 5/27 - 7/7/06	3.0	TTH		12:30 - 4:20 pm	WH D165	L Rosen	
38435	SBS	318	14	Cultural Pluralism: Immigration and Citizenship Meets: 5/27 - 7/7/06	3.0	TTH	#	5:00 - 8:50 pm	WH D165	I Vasquez	
38436	SBS	318	15	Cultural Pluralism: A Historical Perspective Meets: 5/27 - 7/7/06	3.0	MW	#	5:00 - 8:50 pm	NSM B252	C Udeze	
38444	SOC	331	11	Minority Racial Ethnc Rel Meets: 5/27 - 7/7/06	3.0	TTH		12:30 - 4:20 pm	SBS B131	K Zugman	

SESSION 2

38472	ANT	312	21	Language And Culture Meets: 7/8 - 8/18/06	3.0	MW	#	5:00 - 8:50 pm	SBS A144	Staff	
38437	SBS	318	21	Cultural Pluralism: African Diaspora in Latin America the Caribbean Meets: 7/8 - 8/18/06	3.0	MW	#	5:00 - 8:50 pm	NSM C221	Staff	
38439	SBS	318	23	Cultural Pluralism: Education, Society & Language Meets: 7/8 - 8/18/06	3.0	SSu		8:00 - 11:50 am	SBS B131	D Bryan	

STATUTORY REQUIREMENTS

SESSION 1

| 38482 | HIS | 101 | 11 | History Of United States Meets: 5/27 - 7/07/06 | 3.0 | MW | # | 6:00 - 9:50 pm | WH D176 | K Fawver | 41 |
| 38558 | POL | 312 | 11 | State & Local Government Meets: 5/27 - 7/7/06 | 3.0 | MW | | 12:30 - 4:20 pm | SBS B143 | O Wilson | 43 |

SESSION 2

| 38560 | POL | 101 | 21 | American Institutions Meets: 7/8 - 8/18/06 | 3.0 | TTH | | 12:30 - 4:20 pm | SBS B140 | A Fisher | 42 |

WRITING COMPETENCY COURSES

SESSION 1

| 38474 | + ENG | 350 | 11 | Advanced Composition Meets: 5/27 - 7/07/06 | 3.0 | MW | | 12:30 - 4:20 pm | LCH A219 | Staff | 77 90 |
| 38475 | + ENG | 350 | 12 | Advanced Composition Meets: 5/27 - 7/07/06 | 3.0 | MW | # | 5:00 - 8:50 pm | LCH A219 | T Giannotti | 77 90 |

SESSION 2

| 38480 | + ENG | 350 | 21 | Advanced Composition Meets: 7/8 - 8/18/06 | 3.0 | MW | | 12:30 - 4:20 pm | LCH A219 | C Cauthen | 77 90 |
| 38481 | + ENG | 350 | 22 | Advanced Composition Meets: 7/8 - 8/18/06 | 3.0 | TTH | | 12:30 - 4:20 pm | LCH A219 | C Zoerner | 77 90 |

Footnote definitions can be found at the end of the course listing section.
+ Consult current *University Catalog* for course prerequisite(s).

Academic Program Course Offerings

Accounting (See Business Administration)

AFRICANA STUDIES

NO COURSES OFFERED THIS TERM IN THIS PROGRAM.

ANTHROPOLOGY

SESSION 2

COURSE REF. NR.	DEPARTMENT NR. & SEC.			COURSE TITLE	UNITS	DAYS		HOURS	BLDG/RM		INSTRUCTOR	FOOTNOTES
38472	ANT	312	21	Language And Culture Meets: 7/8 - 8/18/06	3.0	MW	#	5:00 - 8:50 pm	SBS	A144	Staff	

APPLIED STUDIES

SESSION 1

COURSE REF. NR.	DEPARTMENT NR. & SEC.			COURSE TITLE	UNITS	DAYS		HOURS	BLDG/RM		INSTRUCTOR	FOOTNOTES
38484	+ HUM	310	11	Key Concepts Hero and Antihero Meets: 5/27 - 7/07/06	3.0	TTH		12:30 - 4:20 pm	WH	D176	T Giannotti	19
38573	+ MKT	350	11	Principles Of Marketing Meets: 5/27 - 7/7/06	3.0	MW		8:00 - 11:50 am	SBS	B143	Staff	
38433	SBS	318	12	Cultural Pluralism: Psychohistory of Holocaust Meets: 5/27 - 7/7/06	3.0	MW		12:30 - 4:20 pm	NSM	B252	A Hass	
38434	SBS	318	13	Cultural Pluralism: Global Impact of the Technological Revolution Meets: 5/27 - 7/7/06	3.0	TTH		12:30 - 4:20 pm	WH	D165	L Rosen	
38435	SBS	318	14	Cultural Pluralism: Immigration and Citizenship Meets: 5/27 - 7/7/06	3.0	TTH	#	5:00 - 8:50 pm	WH	D165	I Vasquez	
38436	SBS	318	15	Cultural Pluralism: A Historical Perspective Meets: 5/27 - 7/7/06	3.0	MW	#	5:00 - 8:50 pm	NSM	B252	C Udeze	

SESSION 2

COURSE REF. NR.	DEPARTMENT NR. & SEC.			COURSE TITLE	UNITS	DAYS		HOURS	BLDG/RM		INSTRUCTOR	FOOTNOTES
38485	+ HUM	310	21	Key Concepts Power of Masks Meets: 7/8 - 8/18/06	3.0	MW		9:00 - 12:50 pm	WH	D176	W DeLuca	19
38486	+ HUM	310	22	Key Concepts Hero and Antihero Meets: 7/8 - 8/18/06	3.0	TTH		8:00 - 11:50 am	SBS	B131	Staff	19
38488	+ HUM	312	21	Key Movements African Literature and Culture Meets: 7/8 - 8/18/06	3.0	TTH	#	6:00 - 9:50 pm	SBS	B143	M Furusa	19
38489	+ HUM	314	21	Key Issues Romantic Love Meets: 7/8 - 8/18/06	3.0	TWTH	#	6:00 - 8:30 pm	WH	D176	B Gomez	19
38574	MGT	310	21	Management Theory Meets: 7/8 - 8/18/06 African American Males - Cultural Analysis Meets: 7/9 - 8/19/05	3.0	MW	#	6:00 - 9:50 pm	SBS	B143	Staff	
38575	+ MKT	350	21	Principles Of Marketing Meets: 7/8 - 8/18/06	3.0	TTH	#	6:00 - 9:50 pm	SBS	E104	Staff	
38657	PUB	302	21	Admin Financial Resources Meets: 7/8 - 8/18/06	3.0	MW	#	6:00 - 9:50 pm	SBS	B140	F Papa	

INTENSIVE/NON-STANDARD COURSES

COURSE REF. NR.	DEPARTMENT NR. & SEC.			COURSE TITLE	UNITS	DAYS		HOURS	BLDG/RM		INSTRUCTOR	FOOTNOTES
38422	+ SMT	310	61	Science And Technology Meets: 5/30 - 6/15/06	3.0	MTWTH		12:30 - 4:20 pm	SBS	B215	H Martinez	
38423	+ SMT	310	62	Science And Technology Meets: 5/30 - 6/15/06	3.0	MTWTH		8:00 - 11:50 am	SBS	B215	Staff	

Footnote definitions can be found at the end of the course listing section.
+ Consult current *University Catalog* for course prerequisite(s).

INTERNET COURSES

| 38487 | + HUM 310 | 41 | Key Concepts
Success and Values in the U.S.
Begins: 7/8 -8/18/06
Restricted to Nursing students | 3.0 | TBA | TBA TBA | Internet | Staff | 19 |

ART

SESSION 2

| 38497 | ART 301A | 11 | Arts/Crafts For Non-Major
Meets: 5/27 - 7/07/06 | 3.0 | TWTH | | 9:00 - 1:15 pm | LCH A115 | B Baker | |
| 38498 | ART 301A | 12 | Arts/Crafts For Non-Major
Meets: 5/27 - 7/07/06 | 3.0 | TWTH | # | 4:00 - 8:15 pm | LCH D104 | Staff | |

ASIAN-PACIFIC STUDIES

NO COURSES OFFERED THIS TERM IN THIS PROGRAM.

BEHAVIORAL SCIENCE (BA)

SESSION 1

| 38427 | PSY 230 | 11 | Elem Stat Analysis Psych
Meets: 5/27 -7/7/06 | 3.0 | MWTH | 8:00 - 10:30 am | SBS B115 | C Sneed | |
| 38430 | PSY 363 | 11 | The Abnormal Personality
Meets: 5/27 - 7/7/06 | 3.0 | MW | 8:00 - 11:50 am | SCC 1100 | K Mason | |

SESSION 2

| 38472 | ANT 312 | 21 | Language And Culture
Meets: 7/8 - 8/18/06 | 3.0 | MW | # | 5:00 - 8:50 pm | SBS A144 | Staff | |
| 38446 | SOC 340 | 21 | Soc Psych: Soc Perspectiv
Meets: 7/8 - 8/18/06 | 3.0 | TTH | # | 5:00 - 8:50 pm | SBS B215 | M Mutchler | |

INTENSIVE/NON-STANDARD COURSES

| 38428 | PSY 340 | 61 | Social Psych: Psych Persp
Meets: 5/29 - 6/15/06 | 3.0 | MTWTH | 12:30 - 4:20 pm | SBS E220 | S Santos | |
| 38429 | PSY 350 | 61 | Child Psychology
Meets: 5/29 - 6/15/06 | 3.0 | MTWTH | # | 6:00 - 9:50 pm | SBS E122 | M Hurtado-Ortiz | |

BEHAVIORAL SCIENCE (MA)

NO COURSES OFFERED THIS TERM IN THIS PROGRAM.

BIOLOGY

SESSION 1

| 38415 | + BIO 254 | 11 | Human Biology
Meets: 5/27 -7/7/06 | 3.0 | TTH | 12:30 - 4:20 pm | NSM C213 | Staff | |

BUSINESS ADMINISTRATION

Accounting

SESSION 1

38561	+ ACC 231	11	Managerial Accounting Meets: 5/27 - 7/7/06	3.0	TTH	#	6:00 - 9:50 pm	SBS G126	M Auerbach	
38562	+ ACC 330	11	Intermediate Accounting I Meets: 5/27 - 7/7/06	3.0	MW	#	6:00 - 9:50 pm	SBS B140	M El-Badawi	
38563	+ ACC 502	11	Advanced Topics in Accounting Meets: 5/27 - 7/7/06	3.0	TTH	#	4:00 - 9:50 pm	SBS E126	C Chang	11 21

Business

SESSION 1

38693	+ BUS 300 11	Business Communications	3.0	MW	12:30 - 4:20 pm	SBS E126	Staff	
		Meets: 5/7 - 7/7/06						
38564	+ BUS 445 11	International Business	3.0	TTH	8:00 - 11:50 am	SBS E104	B. Yavas	
		Meets: 5/27 - 7/7/06						

Computer Information Systems

SESSION 1

38566	CIS 270 11	Info Sys/Tech Fundamentals	3.0	MW	# 6:00 - 9:50 pm	WH C155	M. Eyadat	
		Meets: 5/27 - 7/7/06						
38567	+ CIS 370 11	Info Sys Theory and Practice	3.0	TTH	# 6:00 - 9:50 pm	SBS B143	M. Sheu	
		Meets: 5-27 - 7/7/06						

SESSION 2

| 38570 | CIS 270 21 | Info Sys/Tech Fundamentals | 3.0 | MW | # 6:00 - 9:50 pm | WH C155 | M. Bohman | |
| | | Meets: 7/8 - 8/18/06 | | | | | | |

Finance

SESSION 1

| 38565 | + FIN 360 11 | Business Finance | 3.0 | TTH | # 6:00 - 9:50 pm | SBS B109 | R. Ulivi | |
| | | Meets: 5/27 - 7/7/06 | | | | | | |

Law

NO COURSES OFFERED THIS TERM IN THIS PROGRAM.

Management

SESSION 1

	+ MGT 490 11	Strategic Management Seminar	3.0	TTH	# 6:00 - 9:50 pm	SBS B115	Staff	11 12 13 20
		Meets: 5/27 - 7/7/06						
	+ MGT 590 11	Strategic Management	3.0	TTH	# 6:00 - 9:50 pm	LIB B526	Staff	11 12 21
		Meets: 5/27 - 7/7/06						

SESSION 2

| 38574 | MGT 310 21 | Management Theory | 3.0 | MW | # 6:00 - 9:50 pm | SBS B143 | Staff | |
| | | Meets: 7/8 - 8/18/06 | | | | | | |

Marketing

SESSION 1

| 38573 | + MKT 350 11 | Principles Of Marketing | 3.0 | MW | 8:00 - 11:50 am | SBS B143 | Staff | |
| | | Meets: 5/27 - 7/7/06 | | | | | | |

SESSION 2

38575	+ MKT 350 21	Principles Of Marketing	3.0	TTH	# 6:00 - 9:50 pm	SBS E104	Staff	
		Meets: 7/8 - 8/18/06						
38576	+ MKT 454 21	Marketing Research	3.0	MW	# 6:00 - 9:50 pm	SBS E126	Staff	63
		Meets: 7/8 - 8/18/06						
		Cr Listed: 38577 MKT 595 21						
38577	+ MKT 595 21	Special Topics	3.0	MW	# 6:00 - 9:50 pm	SBS E126	Staff	21 63
		Meets: 7/8 - 8/18/06						
		Cr Listed: 38576 MKT 454 21						

Quantitative Methods

SESSION 1

38568	+ QMS 321 11	Intro To Bus Statistics	3.0	TTH	# 6:00 - 9:50 pm	SBS E104	F. Rezayat	
		Meets: 5/27 - 7/7/06						
38569	+ QMS 322 11	Operations Management	3.0	MW	# 6:00 - 9:50 pm	SBS E104	E. Chu	
		Meets: 5/27 - 7/7/06						

Footnote definitions can be found at the end of the course listing section.
+ Consult current *University Catalog* for course prerequisite(s).

Chemistry

NO COURSES OFFERED THIS TERM IN THIS PROGRAM.

Chicano/Chicana Studies

NO COURSES OFFERED THIS TERM IN THIS PROGRAM.

Clinical Science

NO COURSES OFFERED THIS TERM IN THIS PROGRAM.

Communications

NO COURSES OFFERED THIS TERM IN THIS PROGRAM.

Computer Information Systems (See Business Administration)

Computer Science

NO COURSES OFFERED THIS TERM IN THIS PROGRAM.

Dance

NO COURSES OFFERED THIS TERM IN THIS PROGRAM.

Digital Media Arts

NO COURSES OFFERED THIS TERM IN THIS PROGRAM.

Earth Sciences

INTENSIVE/NON-STANDARD COURSES

38411	EAR 100 60	Physical Geology Meets: 5/30 - 6/30/06	3.0	TWTH	7:00 - 11:55 am	NSM C213	B McNulty	32

Economics

SESSION 1

38557	ECO 210 11	Economic Theory 1A Micro Meets: 5/27 - 7/7/06	3.0	TTH	# 6:00 - 9:50 pm	SBS F125	Staff	

SESSION 2

38559	ECO 211 21	Economic Theory 1B Macro Meets: 7/8 - 8/18/06	3.0	TTH	# 6:00 - 9:50 pm	SBS E126	Staff	

Education

Graduate Education

SESSION 2

38666	GED 503 21	Soc-Cult In Educ Meets: 7/8 - 8/18/06	3.0	TTH	# 4:25 - 8:15 pm	SCC 900	R Gordon	21

INTENSIVE/NON-STANDARD COURSE

+ EAD 554 65	Collaborative Leadership Meets: Mons 5/29, 6/5, 6/12, 6/19 and Sat 6/3/06 EAD Cohort #5 only	3.0	S M	8:30 - 4:30 pm # 4:15 - 9:45 pm	SCC 1100 SCC 1100	Staff	11 12 21

Footnote definitions can be found at the end of the course listing section.
+ Consult current *University Catalog* for course prerequisite(s).

	+ EAD	554	66	Collaborative Leadership Meets: Tues 5/30, 6/6, 6/13, 6/20 and Sat 6/3/06 EAD Cohort #6 only	3.0	S T	#	8:30 - 4:30 pm 4:15 - 9:45 pm	SBS SCC	A144 1100	Staff	11 12 21
	+ EAD	554	67	Collaborative Leadership Meets: Weds 5/31, 6/7, 6/14, 6/21 and Sat 6/3/06 EAD Cohort #7 only	3.0	S W	#	8:30 - 4:30 pm 4:15 - 9:45 pm	SBS SCC	B110 1100	Staff	11 12 21
	+ EAD	555	65	Ethical Leadership Meets: Mons 6/26, 7/3, 7/10, 7/17 and Sat 7/8/06 EAD Cohort #5 only	3.0	S M	#	8:30 - 4:30 pm 4:15 - 9:45 pm	SCC SCC	1100 1100	Staff	11 12 21
	+ EAD	555	66	Ethical Leadership Meets: Tues 6/27, 7/11, 7/18, Fri 7/7 and Sat 7/8/06 EAD Cohort #6	3.0	S T F	 # #	8:30 - 4:30 pm 4:15 - 9:45 pm 4:15 - 9:45 pm	SBS SCC SCC	A144 1100 1100	Staff	11 12 21
	+ EAD	555	67	Ethical Leadership Meets: Weds 6/28, 7/5, 7/12, 7/19 and Sat 7/28/06 EAD Cohort #7	3.0	S W	#	8:30 - 4:30 pm 4:15 - 9:45 pm	SBS SCC	B110 1100	Staff	11 12 21
	+ EAD	556	65	Pol, Soc, Eco, Leg & Cul Lead Meets: Mons 7/24, 7/31, 8/7, 8/14/06 and Sat 7/29/06 EAD Cohort #5 only	3.0	S M	#	8:30 - 4:30 pm 4:15 - 9:45 pm	SBS SCC	A144 1100	Staff	11 12 21
	+ EAD	556	66	Pol, Soc, Eco, Leg & Cul Lead Meets: Tues 7/25, 8/1, 8/8, 8/15 and Sat 7/29/06 EAD Cohort #6 only	3.0	S T	#	8:30 - 4:30 pm 4:15 - 9:45 pm	SBS SCC	B110 1100	Staff	11 12 21
	+ EAD	556	67	Pol, Soc, Eco, Leg & Cul Lead Meets: Weds 7/26, 8/2, 8/9, 8/16 and Sat 7/29/06 EAD Cohort #7 only	3.0	S W	#	8:30 - 4:30 pm 4:15 - 9:45 pm	SCC SCC	1100 1100	Staff	11 12 21
	+ EAD	557	65	Post-Ass. Preliminary Leaders Meets: Fri 5/26 & Sat 5/27/06 EAD Cohort #5 only	2.0	S F	#	8:30 - 4:30 pm 4:15 - 9:45 pm	SCC SCC	1100 1100	Staff	11 12 21
	+ EAD	557	66	Post-Ass. Preliminary Leaders Meets: Fri 5/26 & Sat 5/27/06 EAD Cohort #6 only	2.0	S F	#	8:30 - 4:30 pm 4:15 - 9:45 pm	SAC SAC	1103 1103	Staff	11 12 21
	+ EAD	557	67	Post-Ass. Preliminary Leaders Meets: Fri 5/26 and Sat 5/27/06 EAD Cohort #7	2.0	S F	#	8:30 - 4:30 pm 4:15 - 9:45 pm	SBS SBS	A144 A144	Staff	11 12 21
	EAD	561L	65	Fieldwk, Prelim Leaders B Meets: Fri 8/18 & Sat 8/19/06 EAD Cohort #5 only	2.0	S F	#	8:30 - 4:30 pm 4:15 - 9:45 pm	SCC SCC	1100 1100	Staff	11 12 21 31
	EAD	561L	66	Fieldwk, Prelim Leaders B Meets: Fri 8/18 and Sat 8/19/06 EAD Cohort #6 only	2.0	S F	#	8:30 - 4:30 pm 4:15 - 9:45 pm	SBS SBS	A144 A144	Staff	11 12 21 31
	EAD	561L	67	Fieldwk, Prelim Leaders B Meets: Fri 8/18 and Sat 8/19/06 EAD Cohort #7 only	2.0	S F	#	8:30 - 4:30 pm 4:15 - 9:45 pm	SBS SBS	B110 B110	Staff	11 12 21 31

INTERNET COURSES

| 38665 | GED | 500 | 40 | Research Meth In Edu
Begins: 05/27 - 07/07/06 | 3.0 | TBA | | TBA TBA | Internet | | F Fisher | 21 |

Special Education

SESSION 1

| 38623 | + SPE | 524 | 11 | Adv Lead Mgmt & Curr Mod Dis
Meets: 5/27 - 7/7/06
Level II Students Only | 3.0 | TTH | #| 6:00 - 9:50 pm | SCC | 530 | A Selmi | 21 |

SESSION 2

| 38622 | + SPE | 528 | 21 | Adv Coll, Con, Comm SPED Spec
Meets: 7/8 - 8/18/06
Level II Students Only | 3.0 | TTH | #| 6:00 - 9:50 pm | SCC | 530 | L Cook
A Mancillas | 21 |
| 38616 | + SPE | 529 | 21 | Adv Inst Curr Mod for Mld/Mod
Meets: 7/8 - 8/18/06
Level II Students Only | 3.0 | TTH | #| 6:00 - 9:50 pm | SCC | 601 | Staff | 21 |

Footnote definitions can be found at the end of the course listing section.
+ Consult current *University Catalog* for course prerequisite(s).

95

| 38619 | + SPE | 560 | 21 | Lang/Spc Dev/Dis & Alt Com Sys
Meets: 7/8 - 8/18/06 | 3.0 | TTH | # 6:00 - 9:50 pm | SCC | 700 | Staff | 21 |

INTENSIVE/NON-STANDARD COURSES

38615	+ SPE	460	61	Intro to Special Education Meets: 7/11 - 7/27/06	3.0	TWTH	# 5:00 - 9:55 pm	SBS	D125	D Berlin	
38624	SPE	545	61	Multi Ling Diff Excp Lrnrs Meets: 6/19 - 7/6/06	3.0	MWTH	# 5:00 - 9:55 pm	WH	F145	M Esposito	21
38618	SPE	558	61	Mngng Lrn Envmts Spec Gen Ed Meets: 7/31 - 8/17/06 Co-req: SPE 460	3.0	MWTH	# 5:00 - 9:55 pm	WH	F145	Staff	21 64
38620	+ SPE	561	61	TypAtyp Dev Asmt Iss Sp Gen Ed Meets: 5/30 - 6/15/06	3.0	TWTH	# 5:00 - 9:55 pm	SCC	810	P Gallagher	21
38617	+ SPE	562	61	Adv Beh Emot Environ Supports Meets: 5/29 - 6/15/06	3.0	MWTH	# 5:00 - 9:55 pm	WH	F145	K Beard	21
38621	+ SPE	563	61	Trans Plan & Couns in Spec Ed Meets: 5/30 - 7/6/06 Level II Students Only	3.0	TTH	# 6:00 - 9:50 pm	SCC	900	Staff	21

Teacher Education

SESSION 1

	TED	400	11	Seminar: Intro to Ed Meets: 5/27 - 7/7/06 Multiple Subject	2.0	MW	# 4:00 - 6:29 pm	SCC	601	I Osisioma	11 12
38602	TED	407	11	Language Learning Meets: 5/27 - 7/7/06	3.0	TTH	# 4:00 - 7:50 pm	SCC	601	Staff	40
	+ TED	411	11	Classroom Management Meets: 5/27 - 7/7/06 Single Subject	2.0	MW	# 6:30 - 9:00 pm	SCC	530	I Osisioma	11 12

SESSION 2

38587	+ TED	402	22	Educational Psychology Meets: 7/8 - 8/18/06	3.0	MW	# 5:00 - 8:50 pm	SCC	601	Staff	11
	+ TED	404	21	Elem.Reading/Language Arts II: Meets: 7/8 - 8/18/06 Special Education only	3.0	MW	# 4:00 - 6:45 pm	SCC	530	L Hutton	11 12
	TED	410	21	Elementary Math Methods Meets: 7/8 - 8/18/06 Special Education Only	2.0	MW	# 7:00 - 9:45 pm	SCC	530	G Brockman	11 12
38595	+ TED	415	21	Multicultural Education Meets: 7/8 - 8/18/06	3.0	TTH	# 5:00 - 8:50 pm	SCC	810	Staff	11 40
38607	+ TED	470	21	Critical Pers in Urb Ed Meets: 7/8 - 8/18/06	2.0	TTH	# 4:00 - 6:29 pm	SCC	610	E Olivos	11

INTENSIVE/NON-STANDARD COURSES

	TED	400	63	Seminar: Intro to Ed Meets: 6/5/06 - 7/24/06 Transition to Teaching Only Meets: 7/30, 8/6, 8/13/05	2.0	M	# 5:00 - 7:45 pm	Off campus		K Hamdan	11 12
	+ TED	408	61	Elem Methods In Art/Music Meets: 5/30 - 6/29/06 Teach for America Only	2.0	TTH	# 4:00 - 6:59 pm	SAC	3141	Staff	11 12
	+ TED	411	63	Classroom Management Meets: 6/7 - 7/26/06 Transition to Teaching Only	2.0	W	# 5:00 - 7:45 pm	Off campus		K Hamdan	11 12
	+ TED	412	61	El Soc Stud/Cont Readwrit Meets: 5/30 - 6/29/06 Teach for America ONLY	2.0	TTH	# 7:00 - 10:00 pm	SAC	3141	Staff	11 12
	+ TED	420	63	Computer Lit For Teachers Meets: 6/5 - 7/24/06 Transition to Teaching Only	1.0	MW	# 4:00 - 4:50 pm	Off campus		Staff	11 12 52 60
	+ TED	436	61	Seminar In Elem Stu Teaching Meets: 6/7 - 8/18/06	1.0	TBA	TBA TBA	TBA	TBA	Staff	12 52
	+ TED	437S	61	Student Teach Elementary II Meets: 7/5 - 8/18/06	9.0	TBA	TBA TBA	TBA	TBA	Staff	11 12 31 52
38610	+ TED	447	61	Intern Perf. Assessment: MS Meets: 7/14, 7/21, 7/28, 8/11, 8/18/06	4.0	F	# 4:00 - 6:40 pm	TBA	TBA	Staff	11

Footnote definitions can be found at the end of the course listing section.
+ Consult current *University Catalog* for course prerequisite(s).

38606	TED	460	61	Supp. Environ For Sec Students Meets: 6/10, 6/17, 6/24/06	1.0	S		9:00 - 5:00 pm		SCC	530	Staff	11
38625	+ TED	470	63	Critical Pers in Urb Ed Meets 6/5 - 6/28/06 Transition to Teaching Only	2.0	MW	#	5:00 - 8:45 pm		SCC	700	G Aleman	11
38608	+ TED	472	61	Intern Perf. Assessment: SS Meets: 7/14, 7/21, 7/28, 8/11, 8/18/06	4.0	F	#	4:00 - 6:40 pm		SCC	610	S Hollie	11
	+ TED	472	63	Intern Perf. Assessment: SS Meets: 6/8 - 6/28/06 Transition to Teaching Only	4.0	TH	#	5:00 - 7:45 pm		SCC	700	K Hamdan	11 12
38601	+ TED	473	61	Assessment Sem:Pre-Req MS Meets: 7/14, 7/21, 7/28, 8/11, 8/18/06	1.0	F	#	4:00 - 6:40 pm		SCC	601	D Hembacher	11 52
38605	TED	478	61	Assess Sem: Pre-Req SS Meets: 7/14, 7/21, 7/28, 8/11, 8/18/06	1.0	F	#	4:00 - 6:40 pm		SCC	530	S Lal	11 52

ENGLISH

SESSION 1

38474	+ ENG	350	11	Advanced Composition Meets: 5/27 - 7/07/06	3.0	MW		12:30 - 4:20 pm		LCH	A219	Staff	77 90
38475	+ ENG	350	12	Advanced Composition Meets: 5/27 - 7/07/06	3.0	MW	#	5:00 - 8:50 pm		LCH	A219	T Giannotti	77 90
38476	+ ENG	487	11	Intro to 2nd Lang Teaching Meets: 5/27 - 7/07/06	3.0	TTH		8:00 - 11:50 am		LCH	A219	S Phillabaum	
38477	+ ENG	487	12	Intro to 2nd Lang Teaching Meets: 5/27 - 7/07/06	3.0	TTH		12:30 - 4:20 pm		LCH	A219	S Phillabaum	

SESSION 2

38478	ENG	099	21	Basic Writing Workshop Meets: 7/8 - 8/18/06	3.0	MW		8:00 - 11:50 am		LCH	A219	R Hernandez	15 73 90
38479	+ ENG	314	21	English Syntax: Trad Meets: 7/8 - 8/18/06	3.0	TTH		8:00 - 11:50 am		WH	D176	C Zoerner	
38480	+ ENG	350	21	Advanced Composition Meets: 7/8 - 8/18/06	3.0	MW		12:30 - 4:20 pm		LCH	A219	C Cauthen	77 90
38481	+ ENG	350	22	Advanced Composition Meets: 7/8 - 8/18/06	3.0	TTH		12:30 - 4:20 pm		LCH	A219	C Zoerner	77 90

FRENCH

NO COURSES OFFERED THIS TERM IN THIS PROGRAM.

GEOGRAPHY

NO COURSES OFFERED THIS TERM IN THIS PROGRAM.

Graduate Education (See Education)

HEALTH SCIENCE

NO COURSES OFFERED THIS TERM IN THIS PROGRAM.

HEALTH SCIENCES

SESSION 1

38548	+ HSC	495	11	Spec Topics in Hlth Sciences Long Term Care of the Elderly Meets: 5/27 - 7/7/06	1.0	TTH	#	6:00 - 9:45 pm		WH	A117	E Wells	

Footnote definitions can be found at the end of the course listing section.
+ Consult current *University Catalog* for course prerequisite(s).

HISTORY

SESSION 1

| 38482 | HIS | 101 | 11 | History Of United States
Meets: 5/27 - 7/07/06 | 3.0 | MW | # | 6:00 - 9:50 pm | WH D176 | K Fawver | 41 |

HONORS PROGRAM

NO COURSES OFFERED THIS TERM IN THIS PROGRAM.

HUMANITIES

SESSION 1

| 38483 | + HUM | 200 | 11 | Intro To Humanities
Meets: 5/27 - 7/07/06 | 3.0 | MW | | 8:00 - 11:50 am | LCH A324 | P Rodney | 78 |
| 38484 | + HUM | 310 | 11 | Key Concepts
Hero and Antihero
Meets: 5/27 - 7/07/06 | 3.0 | TTH | | 12:30 - 4:20 pm | WH D176 | T Giannotti | 19 |

SESSION 2

38485	+ HUM	310	21	Key Concepts Power of Masks Meets: 7/8 - 8/18/06	3.0	MW		9:00 - 12:50 pm	WH D176	W DeLuca	19
38486	+ HUM	310	22	Key Concepts Hero and Antihero Meets: 7/8 - 8/18/06	3.0	TTH		8:00 - 11:50 am	SBS B131	Staff	19
38488	+ HUM	312	21	Key Movements African Literature and Culture Meets: 7/8 - 8/18/06	3.0	TTH	#	6:00 - 9:50 pm	SBS B143	M Furusa	19
38489	+ HUM	314	21	Key Issues Romantic Love Meets: 7/8 - 8/18/06	3.0	TWTH	#	6:00 - 8:30 pm	WH D176	B Gomez	19

INTERNET COURSES

| 38487 | + HUM | 310 | 41 | Key Concepts
Success and Values in the U.S.
Begins: 7/8 - 8/18/06
Restricted to Nursing students | 3.0 | TBA | | TBA TBA | Internet | Staff | 19 |

HUMAN SERVICES

SESSION 1

38415	+ BIO	254	11	Human Biology Meets: 5/27 -7/7/06	3.0	TTH		12:30 - 4:20 pm	NSM C213	Staff	
38671	+ HUS	396	11	Practicum in Human Services Co-req: HUS 396S 11 Meets: 5/27 - 7/07/06	3.0	TTH	#	5:00 - 8:50 pm	SBS A144	M Parker	11 12 64 90
38453	+ HUS	396S	11	Practicum in Human Services Co-req: HUS 396 11 Meets: 5/27 - 7/07/06	0.0	TBA		TBA TBA	TBA TBA	M Parker	11 12 64
38452	+ HUS	496	11	Internship in Human Services Co-req: HUS 496S 11 Meets: 5/27 - 7/07/06	3.0	MW	#	5:00 - 8:50 pm	SBS A144	M Parker	11 12 64 90
38499	+ HUS	496S	11	Intership in Human Services Co-req: HUS 496 11 Meets: 5/27 - 7/07/06	0.0	TBA		TBA TBA	TBA TBA	M Parker	11 12 64
38430	PSY	363	11	The Abnormal Personality Meets: 5/27 - 7/7/06	3.0	MW		8:00 - 11:50 am	SCC 1100	K Mason	
38431	+ PSY	464	11	Intro To Clinical Psych Meets: 5/27 - 7/7/06	3.0	MW	#	5:00 - 8:50 pm	LCH A103	R Davis	
38444	SOC	331	11	Minority Racial Ethnc Rel Meets: 5/27 - 7/7/06	3.0	TTH		12:30 - 4:20 pm	SBS B131	K Zugman	

SESSION 2

| 38443 | SOC | 320 | 21 | The Family
Meets: 7/8 - 8/18/06 | 3.0 | SSu | | 8:00 - 11:50 am | SBS B215 | Staff | |
| 38446 | SOC | 340 | 21 | Soc Psych: Soc Perspectiv
Meets: 7/8 - 8/18/06 | 3.0 | TTH | # | 5:00 - 8:50 pm | SBS B215 | M Mutchler | |

Footnote definitions can be found at the end of the course listing section.
+ Consult current *University Catalog* for course prerequisite(s).

INTENSIVE/NON-STANDARD COURSES

| 38428 | PSY 340 61 | Social Psych: Psych Persp
Meets: 5/29 - 6/15/06 | 3.0 | MTWTH | 12:30 - 4:20 pm | SBS E220 | S Santos | |
| 38429 | PSY 350 61 | Child Psychology
Meets: 5/29 - 6/15/06 | 3.0 | MTWTH | # 6:00 - 9:50 pm | SBS E122 | M Hurtado-Ortiz | |

INTERDISCIPLINARY STUDIES/PACE PROGRAM

SESSION 1

| 38490 | IDS 330 11 | Interdis Top In Civilztn
Global Stories
Meets: 5/27 - 7/07/06 | 3.0 | MW | # 6:00 - 9:50 pm | SBS F125 | Staff | |

JAPANESE

NO COURSES OFFERED THIS TERM IN THIS PROGRAM.

KINESIOLOGY

INTENSIVE/NON-STANDARD COURSES

| 38583 | KIN 425 61 | Pe In The Elementary Sch
Co-req: 38584 KIN 425A 61 | 3.0 | TWTH
TWTH | 10:00 - 1:29 pm
10:00 - 1:29 pm | GYM A104
SAC 1103 | M Ernst | 64 |
| 38584 | KIN 425A 61 | Pe In The Elem. Sch Activity
Co-req: 38583 KIN 425 61 | 0.0 | TBA | TBA TBA | TBA TBA | M Ernst | 55 64 90 |

LABOR STUDIES

NO COURSES OFFERED THIS TERM IN THIS PROGRAM.

Law (See Business Administration)

LIBERAL STUDIES

SESSION 1

38497	ART 301A 11	Arts/Crafts For Non-Major Meets: 5/27 - 7/07/06	3.0	TWTH	9:00 - 1:15 pm	LCH A115	B Baker	
38498	ART 301A 12	Arts/Crafts For Non-Major Meets: 5/27 - 7/07/06	3.0	TWTH	# 4:00 - 8:15 pm	LCH D104	Staff	
38474	+ ENG 350 11	Advanced Composition Meets: 5/27 - 7/07/06	3.0	MW	12:30 - 4:20 pm	LCH A219	Staff	77 90
38475	+ ENG 350 12	Advanced Composition Meets: 5/27 - 7/07/06	3.0	MW	# 5:00 - 8:50 pm	LCH A219	T Giannotti	77 90
38484	+ HUM 310 11	Key Concepts Hero and Antihero Meets: 5/27 - 7/07/06	3.0	TTH	12:30 - 4:20 pm	WH D176	T Giannotti	19
38558	POL 312 11	State & Local Government Meets: 5/27 - 7/7/06	3.0	MW	12:30 - 4:20 pm	SBS B143	O Wilson	43
38433	SBS 318 12	Cultural Pluralism: Psychohistory of Holocaust Meets: 5/27 - 7/7/06	3.0	MW	12:30 - 4:20 pm	NSM B252	A Hass	
38434	SBS 318 13	Cultural Pluralism: Global Impact of the Technological Revolution Meets: 5/27 - 7/7/06	3.0	TTH	12:30 - 4:20 pm	WH D165	L Rosen	
38435	SBS 318 14	Cultural Pluralism: Immigration and Citizenship Meets: 5/27 - 7/7/06	3.0	TTH	# 5:00 - 8:50 pm	WH D165	I Vasquez	
38436	SBS 318 15	Cultural Pluralism: A Historical Perspective Meets: 5/27 - 7/7/06	3.0	MW	# 5:00 - 8:50 pm	NSM B252	C Udeze	

Footnote definitions can be found at the end of the course listing section.
+ Consult current *University Catalog* for course prerequisite(s).

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SESSION 2

38472	ANT 312	21	Language And Culture Meets: 7/8 - 8/18/06	3.0	MW	# 5:00 - 8:50 pm	SBS A144	Staff	
38479	+ ENG 314	21	English Syntax: Trad Meets: 7/8 - 8/18/06	3.0	TTH	8:00 - 11:50 am	WH D176	C Zoerner	
38480	+ ENG 350	21	Advanced Composition Meets: 7/8 - 8/18/06	3.0	MW	12:30 - 4:20 pm	LCH A219	C Cauthen	77 90
38481	+ ENG 350	22	Advanced Composition Meets: 7/8 - 8/18/06	3.0	TTH	12:30 - 4:20 pm	LCH A219	C Zoerner	77 90
38485	+ HUM 310	21	Key Concepts Power of Masks Meets: 7/8 - 8/18/06	3.0	MW	9:00 - 12:50 pm	WH D176	W DeLuca	19
38486	+ HUM 310	22	Key Concepts Hero and Antihero Meets: 7/8 - 8/18/06	3.0	TTH	8:00 - 11:50 am	SBS B131	Staff	19
38488	+ HUM 312	21	Key Movements African Literature and Culture Meets: 7/8 - 8/18/06	3.0	TTH	# 6:00 - 9:50 pm	SBS B143	M Furusa	19
38489	+ HUM 314	21	Key Issues Romantic Love Meets: 7/8 - 8/18/06	3.0	TWTH	# 6:00 - 8:30 pm	WH D176	B Gomez	19
38437	SBS 318	21	Cultural Pluralism: African Diaspora in Latin America the Caribbean Meets: 7/8 - 8/18/06	3.0	MW	# 5:00 - 8:50 pm	NSM C221	Staff	
38439	SBS 318	23	Cultural Pluralism: Education, Society & Language Meets: 7/8 - 8/18/06	3.0	SSu	8:00 - 11:50 am	SBS B131	D Bryan	

INTENSIVE/NON-STANDARD COURSES

38583	KIN 425	61	Pe In The Elementary Sch Co-req: 38584 KIN 425A 61	3.0	TWTH TWTH	10:00 - 1:29 pm 10:00 - 1:29 pm	GYM A104 SAC 1103	M Ernst	64
38584	KIN 425A	61	Pe In The Elem. Sch Activity Co-req: 38583 KIN 425 61	0.0	TBA	TBA TBA	TBA TBA	M Ernst	55 64 90
38672	LBS 200	61	Intro to Liberal Studies Meets: 5/31-7/12/06	1.0	W	# 6:00 - 8:40 pm	COE 1426	Staff	
38673	+ LBS 300	61	Service Learning Meets: 5/31-7/12/06 LBS Advisor signature required.	1.0	W	1:30 - 3:10 pm	COE 1426	Staff	13 19 33 52 58
38675	+ LBS 360	61	Blended Math Methods Meets: 5/30-7/11/06 Blended Option majors only	4.0	TTH	1:30 - 5:00 pm	WH A139	Staff	11 31 58
38674	+ LBS 400	61	Senior Seminar in Lib. Studie Meets: 5/30-7/11/06 LBS advisor signature required.	3.0	TTH	# 4:30 - 8:20 pm	COE 1426	Staff	13 20 31 52 58
38494	MUS 101	61	Introducing Music Meets: 7/10 - 7/28/06	3.0	MTWTH	8:00 - 11:50 am	LCH A103	R Kravchak	
38495	+ MUS 340	61	Music For Children Meets: 6/6 - 6/22/06 Co-req: MUS 340A	3.0	TWTH	# 5:00 - 8:55 pm	LCH A204	S Moore	64
38496	+ MUS 340A	61	Music For Children Meets: 6/6 - 6/22/06 Co-req: MUS 340	0.0	TBA	TBA TBA	TBA TBA	S Moore	64
38429	PSY 350	61	Child Psychology Meets: 5/29 - 6/15/06	3.0	MTWTH	# 6:00 - 9:50 pm	SBS E122	M Hurtado-Ortiz	

INTERNET COURSES

| 38487 | + HUM 310 | 41 | Key Concepts
Success and Values in the U.S.
Begins: 7/8 - 8/18/06
Restricted to Nursing students | 3.0 | TBA | TBA TBA | Internet | Staff | 19 |

Management (See Business Administration)

Marketing (See Business Administration)

Footnote definitions can be found at the end of the course listing section.
+ Consult current *University Catalog* for course prerequisite(s).

Marital & Family Therapy

SESSION 1

| 38670 | MFT 597S 11 | Directed Reading MFT Comp Prep | 3.0 | MW | # 5:00 - 8:50 pm | WH A117 | M Linden | 11 21 |

Mathematics

SESSION 1

| 38386 | MAT 95 11 | Selected Topics
Prerequisite: MAT 003, 42 on
the ELM test or equivalent
Meets: 5/27 - 7/7/06 | 1.0 | TTH | 10:00 - 11:05 am | WH A139 | Staff | 62 |
| 38387 | MAT 95 12 | Selected Topics
Prerequisite:MAT 003, 42 on
the ELM test, or equivalent
Meets:5/27-7/07/06 | 1.0 | TTH | 10:00 - 11:05 am | WH F145 | Staff | 62 |

INTENSIVE/NON-STANDARD COURSES

| 38388 | MAT 95 21 | Selected Topics
Prerequisite: MAT 003, 42 on
the ELM test, or quivalent
Meets: 7/8 - 8/18/06 | 1.0 | TTH | 10:00 - 11:05 am | WH A139 | Staff | 62 |

Military Science (Arotc)

NO COURSES OFFERED THIS TERM IN THIS PROGRAM.

Music

INTENSIVE/NON-STANDARD COURSES

38494	MUS 101 61	Introducing Music Meets: 7/10 - 7/28/06	3.0	MTWTH	8:00 - 11:50 am	LCH A103	R Kravchak	
38495	+ MUS 340 61	Music For Children Meets: 6/6 - 6/22/06 Co-req: MUS 340A	3.0	TWTH	# 5:00 - 8:55 pm	LCH A204	S Moore	64
38496	+ MUS 340A 61	Music For Children Meets: 6/6 - 6/22/06 Co-req: MUS 340	0.0	TBA	TBA TBA	TBA TBA	S Moore	64

Negotiation, Conflict Resolution & Peacebuilding

NO COURSES OFFERED THIS TERM IN THIS PROGRAM.

Nursing (BSN)

Fullerton: St. Jude Hospital and Rehab Center, 101 E. Valencia Mesa Dr., Fullerton, 92635
For room location go to: http://www.csudh.edu/hhs/son/classlocation.htm .

| 38750 | BSN 450 70 | Principles Ldsh/Mgt Nrsg
Meets: 5/27 - 8/5/06 | 3.0 | TH | # 5:00 - 9:00 pm | Off campus | L Inouye | 25 65 66 68 |
| 38751 | + BSN 451L 70 | LDSP/MGMT NSG
Role Performance
Meets: 5/27 - 7/7/06 | 2.0 | TH | # 5:00 - 9:00 pm | Off campus | L Inouye | 25 52 65 66
68 90 |

San Luis Obispo: Cuesta College, P.O. Box 8106, San Luis Obispo, 93403
For room location go to: http://www.csudh.edu/hhs/son/classlocation.htm .

| 38581 | + BSN 450 21 | Principles Ldsp/Mgt in Nursing
Meets: 5/27 - 8/5/06 | 3.0 | W | # 5:30 - 9:30 pm | Off campus | Staff | 25 65 66 68 |
| 38582 | + BSN 451L 21 | LDSP/MGMT NSG
Role Performance
Meets: 5/27 - 7/7/06 | 2.0 | W | # 5:30 - 9:30 pm | Off campus | Staff | 25 52 65 66
68 90 |

TESTING COURSES

| 38552 | + BSN 315 29 | Life Cycle
Date TBA
TESTING OPTION ONLY! | 3.0 | TBA | TBA TBA | TBA TBA | Staff | |

Footnote definitions can be found at the end of the course listing section.
+ Consult current *University Catalog* for course prerequisite(s).

COURSE REF. NR.	DEPARTMENT NR. & SEC.		COURSE TITLE	UNITS	DAYS	HOURS		BLDG/RM		INSTRUCTOR	FOOTNOTES
38504	BSN 495	19	Special Topics/Colloquia Formerly BSN 305 Date TBA TESTING OPTION ONLY!	3.0	TBA	TBA	TBA	TBA	TBA	Staff	25 52 65 66 68
38506	BSN 495	39	Special Topics/Colloquia Formerly BSN 345 Date TBA TESTING OPTION ONLY!	3.0	TBA	TBA	TBA	TBA	TBA	Staff	25 52 65 66 68

INTERNET COURSES

COURSE REF. NR.	DEPARTMENT NR. & SEC.		COURSE TITLE	UNITS	DAYS	HOURS		BLDG/RM		INSTRUCTOR	FOOTNOTES
38732	BSN 495	28	Special Topics/Colloquia Formerly BSN 345 Pathophysiology Begins: 5/27 - 7/7/06	1.0	TBA	TBA	TBA	Internet		Staff	25 65 66 68
38511	+ BSN 340	08	Prof Collaboration Nrsg Pract	3.0	TBA	TBA	TBA	Internet		Staff	25 65 66 68
38512	+ BSN 380	08	Health Assessment Begins: 5/27 - 7/7/06	3.0	TBA	TBA	TBA	Internet		Staff	25 65 66 68
38513	+ BSN 381L	08	Hlth Assess Skills Seminar Begins: 5/27 - 8/18/06	1.0	TBA	TBA	TBA	Internet		Staff	25 52 65 66 68
38514	+ BSN 400	08	Health Promotion and Teaching Begins: 5/27 - 7/7/06	3.0	TBA	TBA	TBA	Internet		Staff	25 65 66 68
38515	+ BSN 405	08	Statistics Begins: 5/27 - 7/7/06	3.0	TBA	TBA	TBA	Internet		Staff	
38516	+ BSN 410	08	Community-Based Nursing I Begins: 5/27 - 7/7/06	3.0	TBA	TBA	TBA	Internet		Staff	25 65 66 68
38517	+ BSN 411L	08	Home Health Role Performance Begins: 5/27 - 8/18/06	2.0	TBA	TBA	TBA	Internet		Staff	25 52 65 66 68 90
38518	+ BSN 420	08	Community-Based Nursing II Begins: 5/27 - 7/7/06	3.0	TBA	TBA	TBA	Internet		Staff	25 65 66 68
38519	+ BSN 421L	08	Public Health Role Performance Begins: 5/27 - 8/18/06	2.0	TBA	TBA	TBA	Internet		Staff	25 52 65 66 68 90
38520	BSN 430	08	H/C Systems, Policy & Finance Begins: 5/27 - 7/7/06	3.0	TBA	TBA	TBA	Internet		Staff	25 65 66 68
38521	BSN 440	08	Professional Nursing Roles Begins: 5/27 - 7/7/06	3.0	TBA	TBA	TBA	Internet		Staff	25 65 66 68
38522	+ BSN 450	08	Principles Ldsp/Mgt in Nursing Begins: 5/27 - 7/7/06	3.0	TBA	TBA	TBA	Internet		Staff	25 65 66 68
38523	+ BSN 451L	08	LDSP/MGMT NSG Role Performance Begins: 5/27 - 8/18/06	2.0	TBA	TBA	TBA	Internet		Staff	25 52 65 66 68 90
38524	+ BSN 460	08	Nursing Research Utilization Begins: 5/27 - 7/7/06	3.0	TBA	TBA	TBA	Internet		Staff	25 65 66 68
38507	BSN 495	08	Special Topics/Colloquia Formerly BSN 301 & 310 Begins: 5/27 - 7/7/06	3.0	TBA	TBA	TBA	Internet		Staff	25 52 65 66 68

NURSING (MSN)

Carson: CSU, Dominguez Hills, 1000 E. Victoria St., Carson, 90747
For room location go to: http://www.csudh.edu/hhs/son/classlocation.htm

COURSE REF. NR.	DEPARTMENT NR. & SEC.		COURSE TITLE	UNITS	DAYS	HOURS		BLDG/RM	INSTRUCTOR	FOOTNOTES
38406	MSN 600S	71	Project Continuation Course Meets: 03/31/06-08/18/06 Ryan Ranch Facility	0.0	TBA	TBA	TBA	TBA	Staff	13 25 65 66 68

Salinas: Salinas Valley Memorial Hospital, 450 E. Romielane, Salinas, 93901
For room location go to: http://www.csudh.edu/hhs/son/classlocation.htm .

COURSE REF. NR.	DEPARTMENT NR. & SEC.		COURSE TITLE	UNITS	DAYS	HOURS	BLDG/RM	INSTRUCTOR	FOOTNOTES
38540	+ MSN 528	01	Advanced Pathophysiology Meets: 6/3, 6/17, 7/1, 7/15, 7/29 & 8/12/06	3.0	S	8:00 - 12:00 pm	Off campus	Staff	25 65 66

Walnut Creek: John Muir Memorial Hospital, 1601 Ygnacia Valley Blvd., Walnut Creek, 94598
For room location go to: http://www.csudh.edu/hhs/son/classlocation.htm .

COURSE REF. NR.	DEPARTMENT NR. & SEC.		COURSE TITLE	UNITS	DAYS	HOURS	BLDG/RM	INSTRUCTOR	FOOTNOTES
38538	+ MSN 513	02	Healthcare Policy/Economics Meets: 6/3, 6/17, 7/1, 7/15, 7/29 & 8/12/06	3.0	S	1:00 - 5:00 pm	Off campus	Staff	25 65 66 68
38729	+ MSN 531	02	Nursing Ethics Meets: 6/3, 6/17, 7/1, 7/15, 7/29 & 8/12/06	3.0	S	8:00 - 12:00 pm	Off campus	Staff	21 25 65 66 68

Footnote definitions can be found at the end of the course listing section.
+ Consult current *University Catalog* for course prerequisite(s).

Whittier: Presbyterian Intercommunity Hospital, 12401 Washington Blvd., Whittier, 90632
For room location go to: http://www.csudh.edu/hhs/son/classlocation.htm .

COURSE REF. NR.	DEPARTMENT NR. & SEC.	COURSE TITLE	UNITS	DAYS	HOURS	BLDG/RM	INSTRUCTOR	FOOTNOTES
38541	+ MSN 513 03	Healthcare Policy/Economics Meets: 5/30, 6/13, 6/27, 7/11 7/25 & 8/8/06	3.0	T	# 5:00 - 9:00 pm	Off campus	Staff	25 65 66 68
38731	+ MSN 531 03	Nursing Ethics Meets: 6/6, 6/20, 7/4, 7/18, 8/1 & 8/15/06	3.0	T	# 5:00 - 9:00 pm	Off campus	Staff	21 25 65 66 68

INTERNET COURSES

COURSE REF. NR.	DEPARTMENT NR. & SEC.	COURSE TITLE	UNITS	DAYS	HOURS	BLDG/RM	INSTRUCTOR	FOOTNOTES
38730	MSN 502 08	Adv. Nursing Roles Begins: 5/27 - 7/7/06	3.0	TBA	TBA TBA	Internet	Staff	21 25 65 66 68
38526	+ MSN 510 08	Theories for Adv Nursing Roles Begins: 5/27 - 7/7/06	3.0	TBA	TBA TBA	Internet	Staff	25 65 66 68
38527	+ MSN 513 08	Healthcare Policy/Economics Begins: 5/27 - 7/7/06	3.0	TBA	TBA TBA	Internet	Staff	25 65 66 68
38528	+ MSN 514 08	Hlth Promotion & Disease Prev Begins: 5/27 - 7/7/06	3.0	TBA	TBA TBA	Internet	Staff	25 65 66 68
38531	+ MSN 526 08	Pharmacology Begins: 5/27 - 7/7/06	3.0	TBA	TBA TBA	Internet	Staff	25 65 66 68
38532	+ MSN 527 08	Advanced Health Assessment Begins: 5/27 - 7/7/06	3.0	TBA	TBA TBA	Internet	Staff	25 65 66 68 90
38533	+ MSN 528 08	Advanced Pathophysiology Begins: 5/27 - 7/7/06	3.0	TBA	TBA TBA	Internet	Staff	25 65 66
38529	+ MSN 530 08	Rsrch Util in Adv Nursg Pract Begins: 5/27 - 7/7/06	3.0	TBA	TBA TBA	Internet	Staff	25 65 66 68
38722	+ MSN 531 08	Nursing Ethics Begins: 5/27 - 7/31/06	3.0	TBA	TBA TBA	Internet	Staff	21 25 65 66

NATIONAL NURSING INTERNET COURSES

COURSE REF. NR.	DEPARTMENT NR. & SEC.	COURSE TITLE	UNITS	DAYS	HOURS	BLDG/RM	INSTRUCTOR	FOOTNOTES
38645	+ MSN 510 171	Theories for Adv Nursing Roles Meets: 05/27/06-07/07/06 National Nursing Program only	3.0	TBA	TBA TBA	TBA	Staff	25 65 66 68
38646	+ MSN 513 171	Healthcare Policy/Economics Meets: 05/27/06-07/07/06 National Nursing Program only	3.0	TBA	TBA TBA	TBA	Staff	25 65 66 68
38647	+ MSN 514 171	Hlth Promotion & Disease Prev Meets: 05/27/06-07/07/06 National Nursing Program only	3.0	TBA	TBA TBA	TBA	Staff	25 65 66 68
38649	+ MSN 526 171	Pharmacology Meets: 05/27/06-07/07/06 National Nursing Program only	3.0	TBA	TBA TBA	TBA	Staff	25 65 66 68
38650	+ MSN 527 171	Advanced Health Assessment Meets: 05/27/06-07/07/06 National Nursing Program only	3.0	TBA	TBA TBA	TBA	Staff	25 65 66 68 90
38651	+ MSN 528 171	Advanced Pathophysiology Meets: 05/27/06-07/07/06 National Nursing Program only	3.0	TBA	TBA TBA	TBA	Staff	25 65 66
38648	+ MSN 530 171	Rsrch Util in Adv Nursg Pract Meets: 05/27/06-07/07/06 National Nursing Program only	3.0	TBA	TBA TBA	TBA	Staff	25 65 66 68

OCCUPATIONAL THERAPY

INTENSIVE/NON-STANDARD COURSES

COURSE REF. NR.	DEPARTMENT NR. & SEC.	COURSE TITLE	UNITS	DAYS	HOURS	BLDG/RM	INSTRUCTOR	FOOTNOTES
38733	+ OTR 480 61	Field Work II Experience I Co-req: OTR 480S Meets: 6/6 - 8/18/06	4.0	TBA	TBA TBA	Off campus	E Martin-Reichardt	64
38734	+ OTR 480S 61	Field Work II Experience I Co-req: OTR 480 Meets: 6/6 - 8/18/06	0.0	TBA	TBA TBA	Off campus	E Martin-Reichardt	64
38735	+ OTR 482 61	Field Work II Experience II Co-req: OTR 482S Meets: 6/6 - 8/18/06	4.0	TBA	TBA TBA	Off campus	E Martin-Reichardt	64 90
38736	+ OTR 482S 61	Field Work II Experience II Co-req: OTR 482 Meets: 6/6 - 8/18/06	0.0	TBA	TBA TBA	Off campus	E Martin-Reichardt	64
38454	+ OTR 515 61	Occupation Across Lifespan I Meets: 6/6 - 8/18/06	3.0	M	11:00 - 2:45 pm	WH A118	T Peralta	11 21

Footnote definitions can be found at the end of the course listing section.
+ Consult current *University Catalog* for course prerequisite(s).

COURSE REF. NR.	DEPARTMENT NR. & SEC.	COURSE TITLE	UNITS	DAYS	HOURS	BLDG/RM	INSTRUCTOR	FOOTNOTES
38461	+ OTR 517L 61	Occupational Assessment I Meets: 6/6 - 8/18/06	1.0	W	2:00- 4:30 pm	EAC 400	J Hwang	11 21
38462	+ OTR 519 61	Occupational Intervention I Meets: 6/6 - 8/18/06	2.0	W	# 5:30- 8:00 pm	WH A118	S Wyatt	11 21
38468	+ OTR 521 61	Conditions Affecting Health I Meets: 6/6 - 8/18/06	2.0	TH	# 6:00- 8:30 pm	WH A139	M Noriega	11 21
38467	+ OTR 523 61	Case Seminar I - Adolescent Meets: 6/6 - 8/18/06	1.0	TH	# 4:00- 5:15 pm	WH A118	M Noriega	11 21
38466	+ OTR 525 61	OT Research I - Qualitative Meets: 6/6 - 8/18/06	2.0	TH	11:00- 1:30 pm	WH A118	C Peyton	11 21
38455	+ OTR 527 61	Kinesiology for OT Co-req: OTR 527L Meets: 6/6 - 8/18/06	4.0	M	3:30- 8:30 pm	WH A118	Staff	11 21 64
38689	+ OTR 527L 61	Kinesiology for OT Co-req: OTR 527 Meets: 6/6 - 8/18/06	0.0	TBA	TBA TBA	TBA TBA	Staff	11 21 64
38469	+ OTR 529A 61	Fieldwork I Adolescents Meets: 6/6 - 8/18/06	1.0	TBA	TBA TBA	Off campus	E Martin-Reichardt	11 21 90
38470	+ OTR 529A 62	Fieldwork I Adolescents Meets: 6/6 - 8/18/06	1.0	TBA	TBA TBA	Off campus	E Martin-Reichardt	11 21 90
38471	+ OTR 529A 63	Fieldwork I Adolescents Meets: 6/6 - 8/18/06	1.0	TBA	TBA TBA	Off campus	E Martin-Reichardt	11 21 90
38460	+ OTR 530 61	Prof Dev Seminar II Meets: 6/6 - 8/18/06	1.0	W	12:00- 1:15 pm	WH A117	J Hwang	11 21
38463	+ OTR 545 61	OT Research II Evidence Based Meets: 6/6 - 8/18/06	3.0	TH	11:00- 2:45 pm	WH A117	J Hwang	11 21
38458	+ OTR 553 61	Prof Dev Seminar IV - Ethics Meets: 6/6 - 8/18/06	1.0	W	10:00- 11:15 am	WH A118	C Peyton	11 21
38459	+ OTR 555 61	Occupation Across Lifespan III Meets: 6/6 - 8/18/06	3.0	W	12:00- 3:45 pm	WH A118	T Peralta	11 21
38456	+ OTR 557 61	Occupational Assessment III Meets: 6/6 - 8/18/06	1.0	T	2:30- 5:00 pm	EAC 400	J Hwang	11 21
38457	+ OTR 559 61	Occupational Interventions III Co-req: OTR 559L Meets: 6/6 - 8/18/06	2.0	T	# 6:00- 8:30 pm	EAC 400	Staff	11 21 64
38738	+ OTR 559L 61	Occupational Interventions III Co-req: OTR 559 Meets: 6/6 - 8/18/06	0.0	TBA	TBA TBA	TBA TBA	Staff	11 21 64
38465	+ OTR 561 61	Cond. Affecting Health III Meets: 6/6 - 8/18/06	2.0	TH	# 6:00- 8:30 pm	WH A118	Staff	11 21
38464	+ OTR 563 61	Case Seminar III Adult Meets: 6/6 - 8/18/06	1.0	TH	# 4:00- 5:15 pm	WH A117	Staff	11 21
38667	+ OTR 571A 61	Level I Fieldwork - Adults Meets: 6/6 - 8/18/06	1.0	F	TBA TBA	TBA TBA	E Martin-Reichardt	11 21 90
38668	+ OTR 571A 62	Level I Fieldwork - Adults Meets: 6/6 - 8/18/06	1.0	F	TBA TBA	TBA TBA	E Martin-Reichardt	11 21 90
38669	+ OTR 571A 63	Level I Fieldwork - Adults Meets: 6/6 - 8/18/06	1.0	F	TBA TBA	TBA TBA	E Martin-Reichardt	11 21 90

PHILOSOPHY

SESSION 1

| 38491 | PHI 120 11 | Critical Reasoning Meets: 5/27 - 7/07/06 | 3.0 | TTH | # 5:00- 8:50 pm | LCH A324 | S Pawar | |

PHYSICS

NO COURSES OFFERED THIS TERM IN THIS PROGRAM.

Footnote definitions can be found at the end of the course listing section.
+ Consult current *University Catalog* for course prerequisite(s).

POLITICAL SCIENCE

SESSION 1

| 38558 | POL 312 11 | State & Local Government
Meets: 5/27 - 7/7/06 | 3.0 | MW | 12:30 - 4:20 pm | SBS B143 | O Wilson | 43 |

SESSION 2

| 38560 | POL 101 21 | American Institutions
Meets: 7/8 - 8/18/06 | 3.0 | TTH | 12:30 - 4:20 pm | SBS B140 | A Fisher | 42 |

PRE-ENGINEERING

NO COURSES OFFERED THIS TERM IN THIS PROGRAM.

PSYCHOLOGY

SESSION 1

38427	PSY 230 11	Elem Stat Analysis Psych Meets: 5/27 -7/7/06	3.0	MWTH	8:00 - 10:30 am	SBS B115	C Sneed	
38430	PSY 363 11	The Abnormal Personality Meets: 5/27 - 7/7/06	3.0	MW	8:00 - 11:50 am	SCC 1100	K Mason	
38431	+ PSY 464 11	Intro To Clinical Psych Meets: 5/27 - 7/7/06	3.0	MW	# 5:00 - 8:50 pm	LCH A103	R Davis	

SESSION 2

| 38426 | PSY 101 21 | Gen St:Understand Hum Beh
Meets: 7/8 -8/18/06 | 3.0 | TTH | 12:30 - 4:20 pm | LCH A103 | L Carrier | |

INTENSIVE/NON-STANDARD COURSES

| 38428 | PSY 340 61 | Social Psych: Psych Persp
Meets: 5/29 - 6/15/06 | 3.0 | MTWTH | 12:30 - 4:20 pm | SBS E220 | S Santos | |
| 38429 | PSY 350 61 | Child Psychology
Meets: 5/29 - 6/15/06 | 3.0 | MTWTH | # 6:00 - 9:50 pm | SBS E122 | M Hurtado-Ortiz | |

PUBLIC ADMINISTRATION

SESSION 1

38656	CJA 423 11	Administrative Law Meets: 5/27 - 7/7/06	3.0	TTH	# 6:00 - 9:50 pm	SBS D125	Staff	
38553	+ PUB 305 11	Applied Stats In Pub Adm Meets: 5/27 - 7/7/06	3.0	TTH	# 6:00 - 9:50 pm	SBS B140	E Koulikov	
38554	PUB 434 11	Administrative Planning Meets: 5/27 - 7/7/06	3.0	MW	# 6:00 - 9:50 pm	SBS E126	F Smith	

SESSION 2

38555	CJA 340 21	Crim Justice & Community Meets: 7/8 - 8/18/06	3.0	TTH	# 6:00 - 9:50 pm	SBS B140	T Byrne	
38657	PUB 302 21	Admin Financial Resources Meets: 7/8 - 8/18/06	3.0	MW	# 6:00 - 9:50 pm	SBS B140	F Papa	
38556	PUB 502 21	Adm Theory & Behavior Meets: 7/8 - 8/18/06	3.0	MW	# 6:00 - 9:50 pm	SBS G126	S Choi	11 21

Quantitative Methods (See Business Administration)

RECREATION & LEISURE STUDIES

NO COURSES OFFERED THIS TERM IN THIS PROGRAM.

Footnote definitions can be found at the end of the course listing section.
+ Consult current *University Catalog* for course prerequisite(s).

Science, Mathematics, & Technology

INTENSIVE/NON-STANDARD COURSES

| 38422 | + SMT 310 61 | Science And Technology
Meets: 5/30 - 6/15/06 | 3.0 | MTWTH | 12:30 - 4:20 pm | SBS B215 | H Martinez | |
| 38423 | + SMT 310 62 | Science And Technology
Meets: 5/30 - 6/15/06 | 3.0 | MTWTH | 8:00 - 11:50 am | SBS B215 | Staff | |

Social & Behavioral Science

SESSION 1

38433	SBS 318 12	Cultural Pluralism: Psychohistory of Holocaust Meets: 5/27 - 7/7/06	3.0	MW	12:30 - 4:20 pm	NSM B252	A Hass	
38434	SBS 318 13	Cultural Pluralism: Global Impact of the Technological Revolution Meets: 5/27 - 7/7/06	3.0	TTH	12:30 - 4:20 pm	WH D165	L Rosen	
38435	SBS 318 14	Cultural Pluralism: The Imigration Citizenship Meets: 5/27 - 7/7/06	3.0	TTH	# 5:00 - 8:50 pm	WH D165	I Vasquez	
38436	SBS 318 15	Cultural Pluralism: A Historical Perspective Meets: 5/27 - 7/7/06	3.0	MW	# 5:00 - 8:50 pm	NSM B252	C Udeze	

SESSION 2

| 38437 | SBS 318 21 | Cultural Pluralism:
African Diaspora in Latin
America the Caribbean
Meets: 7/8 - 8/18/06 | 3.0 | MW | # 5:00 - 8:50 pm | NSM C221 | Staff | |
| 38439 | SBS 318 23 | Cultural Pluralism:
Education, Society & Language
Meets: 7/8 - 8/18/06 | 3.0 | SSu | 8:00 - 11:50 am | SBS B131 | D Bryan | |

Sociology

SESSION 1

| 38442 | SOC 101 11 | The Individual In Society
Meets: 5/27 - 7/7/06 | 3.0 | MW | 8:00 - 11:50 am | NSM B252 | S Squires | |
| 38444 | SOC 331 11 | Minority Racial Ethnc Rel
Meets: 5/27 - 7/7/06 | 3.0 | TTH | 12:30 - 4:20 pm | SBS B131 | K Zugman | |

SESSION 2

| 38443 | SOC 320 21 | The Family
Meets: 7/8 - 8/18/06 | 3.0 | SSu | 8:00 - 11:50 am | SBS B215 | Staff | |
| 38446 | SOC 340 21 | Soc Psych: Soc Perspectiv
Meets: 7/8 - 8/18/06 | 3.0 | TTH | # 5:00 - 8:50 pm | SBS B215 | M Mutchler | |

Spanish

NO COURSES OFFERED THIS TERM IN THIS PROGRAM.

Special Education (See Education)

Teacher Education (See Education)

Television Arts

NO COURSES OFFERED THIS TERM IN THIS PROGRAM.

Footnote definitions can be found at the end of the course listing section.
+ Consult current *University Catalog* for course prerequisite(s).

THEATRE ARTS

SESSION 2

| 38492 | THE | 120 | 21 | Fundamentals Of Speech
Meets: 7/8 - 8/18/06 | 3.0 | TTH | # 6:00 - 9:50 pm | LCH A324 | D Leonard | |

INTENSIVE/NON-STANDARD COURSES

| 38493 | THE | 120 | 61 | Fundamentals Of Speech
Meets: 7/10 - 7/28/06 | 3.0 | MTWTH | 9:00 - 12:50 pm | LCH A324 | S Weiner | |

TRAVEL & TOURISM

SESSION 1

| 38693 | + BUS | 300 | 11 | Business Communications
Meets: 5/7 - 7/7/06 | 3.0 | MW | 12:30 - 4:20 pm | SBS E126 | Staff | |
| 38566 | CIS | 270 | 11 | Info Sys/Tech Fundamentals
Meets: 5/27 - 7/7/06 | 3.0 | MW | # 6:00 - 9:50 pm | WH C155 | M Eyadat | |
| 38573 | + MKT | 350 | 11 | Principles Of Marketing
Meets: 5/27 - 7/7/06 | 3.0 | MW | 8:00 - 11:50 am | SBS B143 | Staff | |

SESSION 2

| 38570 | CIS | 270 | 21 | Info Sys/Tech Fundamentals
Meets: 7/8 - 8/18/06 | 3.0 | MW | # 6:00 - 9:50 pm | WH C155 | M Bohman | |
| 38574 | MGT | 310 | 21 | Management Theory
Meets: 7/8 - 8/18/06 | 3.0 | MW | # 6:00 - 9:50 pm | SBS B143 | Staff | |
| 38575 | + MKT | 350 | 21 | Principles Of Marketing
Meets: 7/8 - 8/18/06 | 3.0 | TTH | # 6:00 - 9:50 pm | SBS E104 | Staff | |

UNIVERSITY COURSES

NO COURSES OFFERED THIS TERM IN THIS PROGRAM.

WOMEN'S STUDIES

SESSION 2

| 38443 | SOC | 320 | 21 | The Family
Meets: 7/8 - 8/18/06 | 3.0 | SSu | 8:00 - 11:50 am | SBS B215 | Staff | |

Footnote definitions can be found at the end of the course listing section.
+ Consult current *University Catalog* for course prerequisite(s).

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Footnote Definitions

Program Acceptance or Specific Class Standing Requirements

11 This section is restricted to students with designated majors. Students with other majors will not be allowed to register for the section via T.O.R.O.S.

12 Contact the department for the course reference number.

13 Section is not available for registration via T.O.R.O.S. Contact the department for registration instructions.

15 Must have departmental approval in order to drop or withdraw from the class.

19 Junior or Senior standing required

20 Senior standing required.

21 Graduate standing required.

23 This section is restricted to Honors Program students. Students interested in the Honors Program should contact Dr. Joyce Johnson, Coordinator in the Honors Program Office, SAC 2135 or call 243-3974.

24 This section is restricted to PACE students. Other students may enroll if space is available after PACE students are registered.

25 This section is restricted to Nursing majors. Contact the Division of Nursing for registration information, Student Services Center, 1-800-344-5484.

Additional Class Meeting Time Requirements

30 Additional class time required.

31 Includes required off-campus meeting or fieldwork for which students must make their own transportation arrangements.

32 Course includes an optional field trip for which there will be a transportation charge.

33 Students must be available three (3) hours per week between 8 a.m. and 2 p.m to observe in schools. Students must make their own transportation arrangements.

35 Class begin date does not coincide with regular semester begin date. Course must be added by change of program and add/drop deadline.

Fulfills Requirements

41 Meets state requirement in American History.

42 Meets state requirement for U.S. Constitution and California Government.

43 Meets state requirement for State and Local Government.

Special Course Conditions, Restrictions or Requirements

49 Students in this section may enroll in a maximum of 7 units of Cooperative Education courses (CED 310 and CED 320S) per semester.

50 Course meets in the gymnasium for the first class meeting.

51 This section meets at an off-campus site for PACE students.

52 This course is offered credit/no credit grading only.

54 Course is conducted in English.

55 Health requirement: students enrolling in Physical Education courses assume the responsibility for satisfactory health status appropriate for class activity.

56 Lab coat required.

57 Students enrolling in Chemistry 110 must take the General Chemistry Placement Examination given on the first day of class.

58 Class ending date does not coincide with regular semester ending date.

60 This course meets the CTC computer requirement only for students who have completed the student teaching/intern program at CSU Dominguez Hills. All others must take GED 535.

61 Intensive Learning Experience (ILE) section: ELM score must be between 100 and 350 (inclusive).

62 Courses numbered 001-099 do not count for degree credit.

63 Crosslisted section: more than one section is taught in the same room at the same time. (Students should register in only one of the sections crosslisted.)

64 Co-requisite Course: courses with this footnote require enrollment in both the lecture section and associated activity, lab, production or supervision portion of the course or, in some cases, enrollment in another course. Co-reqs are listed below the course information in italics. If the co-requisite CRN is listed, you must register for that specific CRN. If only the department and course number is listed, you may register for any section of the co-requisite course for which you are eligible. Refer to the course description in the current University Catalog.

Special Division of Nursing Requirements

65 Class beginning and ending dates may not coincide with regular semester beginning and ending dates. See website: www.csudh.edu/soh/don/index.htm for dates or phone (800) 344-5484 - option 1 for information.

66 Class add and drop deadlines may not coincide with regular semester add and drop deadlines. See website: www.csudh.edu/soh/don/index.htm for deadlines or phone (800) 344-5484 - option 1.

67 This is a Nursing Role Performance course and requires proof of malpractice insurance, blood-borne pathogen training, and a TB test.

68 For room locations at this site see website: www.csudh.edu/soh/don/index.htm or call (310) 243-3597 one week prior to the beginning of this class.

Special English Department Requirements

71 Students must have taken the CSU EnglishPlacement Test. Students with EPT scores designated by the CSU Chancellor's Office as indicating eligibility in an Intensive Learning Experience Program (ILE) must enroll in ENG 088.

72 Special section for students in the Intensive Learning Experience Program (ILE). EPT scores must be between 120 and 141 inclusive.

73 Students must have taken the CSU English Placement Test (EPT).

74 All students must meet the following prerequisites: English 110 and 111 or their equivalents; passing score on the GWE, (competency in writing requirement); or English 350 or other courses listed in the University Catalog .

75 Prerequisite: All students must have taken the CSU English Placement Test (EPT) before they can enroll in English 110. In addition, students must score a T-151 or above on the EPT, meet one of the exceptions, or have successfully completed ENG 088 and/or 099.

76 Prerequisite: completion of ENG 110 or equivalent. Written verification (letter of notification, grade slip, transcript, evaluation form) must be presented to the instructor at the first class meeting.

77 Lower division composition requirement must be completed. Written verification (grade slip, transcript) must be presented to the instructor at the first class meeting.

78 Prerequisite: Completion of ENG 111 or equivalent.

Special Teacher Education Department Requirements

80 Advanced registration available only for interns.

81 BCLAD students only.

Additional Course Fee Requirements

NOTE: Any change in fees or new fees indicated in the following footnotes or which occur subsequent to the printing of these footnotes are subject to the policies and procedures as stated in Executive Order #661.

90 An additional course material/model fee of $10 is required.

91 Students enrolling in English (ENG) 350; or History (HIS) 300; or Interdisciplinary Studies (IDS) 398 are required to pay a course material fee of $4.

92 A $5 course fee is required for students enrolled in Physical Education (PED) 116, 124, 140, 142, 156, 158, 162, 164, 170, 218, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 300, 301, 303, 360, 361, 425, 460, 461; and Recreation (REC) 260.

93 Students enrolling in Chemistry (CHE) 230L are required to pay an $8 course laboratory fee.

94 Students enrolling in Chemistry (CHE) 311L are required to pay a $17 course laboratory fee.

95 Students enrolling in either Chemistry (CHE) 317L or 451L are required to pay a course laboratory fee of $18.

96 Students enrolling in Chemistry (CHE) 456L are required to pay a course laboratory fee of $22.

97 Students enrolling in Chemistry (CHE) 313L are required to pay a course laboratory fee of $36.

98 Students enrolling in Biology (BIO 342L are required to pay an $18.00 course laboratory fee.

99 A lab fee is associated with Orthotics and Prosthetics courses. For specific charges, please contact the program office at (310) 243-2700.

Registration Information

Who May Register

Extension classes are open to the public. You do not need a college degree or to be registered in a degree program at the University. Please note, however, that registration in the College of Extended & International Education does not constitute admission to California State University, Dominguez Hills.

Six Ways to Register

Register By Mail: Complete the Registration Form on the inside back cover of this bulletin and mail it to:

CSU Dominguez Hills
Registration Office, EE 1100
1000 East Victoria Street
Carson, CA 90747

Include your check, money order or credit card information; do not send cash.

By Phone: You may register by phone with your VISA/ MasterCard/ Discover by calling (310) 243-3741, Monday through Thursday 8am - 8pm; Friday 8am - 5pm and 8am-1:30pm on Saturdays.

By Fax: FAX your completed Registration Form (inside back cover) and your credit card information to (310) 516-3971.

In Person: You can register in person at the College of Extended & International Education Registration Office located on the CSU Dominguez Hills campus, EE 1100. The Office accepts checks, money orders, Visa, MasterCard and Discover Card. Hours are 8am-8pm Monday-Thursday, 8am-5pm Friday and 8am-1:30pm Saturdays.

ToroWeb: College of Extended & International Education students who have previously taken a class at Dominguez Hills can register via ToroWeb: https://toroweb.csudh.edu Click on "Extended Education" to register.

TOROS Touchtone: You may register by Toro Touchtone—see instructions on page 00.

Early Registration

Reasons to Enroll Early in Extension Courses

- It's a fact—all classes need a minimum number of students. Enroll early to make sure that classes you want can be held.
- Many of the most popular classes fill quickly. Be sure that you have a place in the class you want by enrolling early.
- There are several easy ways to enroll early; when you do, you will be mailed a confirmation receipt to take to the first class meeting.

Fee Payment

Students are required to pay in full for their courses at the time of registration. The fees for courses are listed in this bulletin. Please note that there is an additional $30 per unit charge for TV courses. The fees are the same for residents and nonresidents. Payment may be made by check, money order, or Visa, Mastercard or Discover card payable to CSUDH in the exact amount required. Registration will not be considered complete until all fees are paid. Fees and refunds are subject to change.

Confirmation/Receipts

You are considered officially enrolled when your registration fees are paid and your registration form has been received. You should receive a confirmation letter within two weeks after we have received your registration and fees. This letter is your receipt for fees paid. Please read the letter carefully because any changes in the course meeting time or place will be indicated in the letter. Changes which occur after the confirmation is mailed will be posted on the door of the scheduled classroom. If you do not receive a confirmation letter, REPORT TO THE FIRST CLASS MEETING. The instructor will have a roster and, if your registration is complete, your name will be on the roster. If it is not on the roster, contact the College of Extended & International Education's office at your earliest convenience.

Returned Checks

There is a $25.00 service charge for checks returned for any reason.

Refund of Fees

You must file appropriate forms in the College of Extended & International Education Office in order to receive a refund. Students must officially drop their courses. For credit courses, students must file the appropriate "drop" and "request for refund" forms in the Office of College of Extended & International Education. The effective date of the refund is the day the forms are received by the Office of the College of Extended & International Education . To receive a refund of fees for any course, you must notify of College of Extended & International Education between the hours of 9am and 4pm at least two working days before the course begins. You will be asked to send a written request for a refund of fees to our office. If you need to withdraw on or after the day of the first class meeting, notify the Extended Education Registration office immediately. Refunds are granted in accordance with the State refund schedule.

- If a course is cancelled, the entire course fee will be refunded
- If you withdraw prior to the first class meeting, 100 percent of the course fee will be refunded (less a $10 processing fee for credit courses)
- If you withdraw after the first class and before the first 25 per cent of the course has elapsed, 65 percent of the total fee will be refunded
- After 25 percent of the course time has elapsed, no refund will be made
- Courses of four meetings or less, or four weeks or less, no refund will be made

Do not put a stop payment on a check to withdraw from a course. This results in a financial obligation to the University for the course fee; you will be assessed a $25.00 dishonored check fee plus an additional $25 late registration charge.

OPEN UNIVERSITY

For information call
310-243-3741

www.csudh.edu/open

See page 85-108, 110

REGISTR/
ADMIN

Official Withdrawal from Credit Courses

Courses less than 1 week
Prior to the first class meeting a student may withdraw and no grade is assigned; the enrollment does not appear on the student's permanent transcript. An administrative grade of "W" will be assigned if a student withdraws at any time during the course.

One Week Courses
During the first day of the week a student may withdraw and no grade is assigned; the enrollment does not appear on the student's permanent transcript. An administrative grade of "W" will be assigned if a student withdraws at any time after the first day of the week.

Two Week Courses
During the first three days of the first week a student may withdraw and no grade is assigned; the enrollment does not appear on the student's permanent transcript. An administrative grade of "W" will be assigned if a student withdraws at any time after the first three days of the week.

Three Week Courses
During the first week a student may withdraw and no grade is assigned; the enrollment does not appear on the student's permanent transcript. Prior to the last two days of the session a student may withdraw with a "W". During the last two days of the session a student may withdraw with a "W" for serious and compelling reasons only.

Four and Five Week Courses
During the first week a student may withdraw and no grade is assigned; the enrollment does not appear on the student's permanent transcript. Prior to the last four days of the session a student may withdraw with a "W". During the last four days of the session a student may withdraw with a "W" for serious and compelling reasons only.

Six, Seven, and Eight Week Courses
During the first two weeks a student may withdraw and no grade is assigned; the enrollment does not appear on the student's permanent transcript. Prior to the last week of the session a student may withdraw with a "W". During the last week of the session a student may withdraw with a "W" for serious and compelling reasons only.

Courses of more than Eight Weeks
For courses longer than eight weeks, refer to the withdrawal policy in the University catalog.

Withdrawal from classes during final exam week (last week of session) is not permitted, except in such cases as accident or serious illness where circumstances causing the withdrawal are clearly beyond the student's control, and the assignment of a grade of Incomplete is not practical. Such requests require a Petition with the signature and approval of of the instructor and Dean of Extended Education. The form is available in the Extended Education Registration Office and must be filed in the Extended Education with documentation by the last day of the session in which the student was enrolled.

A student who does not officially withdraw shall receive "F" or "WU" grades for all courses on his/her official record.

Schedule Changes

Although care is taken to ensure the accuracy of all information in this Bulletin, there may be unintended errors and changes or deletions without notification. In situations when our office has sufficient advance notice, we will make every attempt to notify pre-enrolled students about changes in class dates, time, or location.

Class Cancellation

Occasionally an extension class must be cancelled because of insufficient pre-enrollments. If a decision to cancel is made, we will make every effort to notify by telephone all persons who have pre-enrolled, and their fees will be refunded from the University. When you pre-enroll, therefore, please give us a daytime telephone number and email address so that you will not be inconvenienced if the class must be cancelled.

Change of Address

If you are receiving several copies of the College of Extended & International Education Bulletin, or have recently moved, please cut the mailing label from the back cover of this catalog and print corrections clearly. If you are receiving the bulletin at different addresses, please indicate which address you would prefer. Send the complete mailing label with corrections to:

College of Extended & International Education , CSU Dominguez Hills, Carson, CA 90747-0005.

Summer *OPEN* UNIVERSITY

Students not admitted to the University may enroll in regular CSUDH classes through a program called Open University. You will earn special sessions credit that may be used toward a degree at our campus or most other colleges or universities. Course fees are $160 per semester unit ($480 for a three-unit class). Please note that there is an additional $30 per unit charge for TV courses.

To register for Summer Open University classes, follow the instructions below:
1. Pick up an Open University registration form from the College of Extended & International Education Registration Office (located on the west side of the CSUDH campus, EE 1100, in the Extended Education Complex).
2. Complete the student information on the registration form, including the course information.
3. If you have been assigned a CSUDH student identification number, please be sure to indicate it on the form.
4. Bring the completed registration form to the College of Extended & International Education Registraton Office and pay the required fees. Payment may be by check, money order or VISA, Discover or MasterCard draft, payable to CSUDH in the exact amount required. Registration will not be complete until all fees are paid.
   For a complete schedule of classes, please call (310) 243-3741.

Final Examinations

Final examinations are administered during the final week the course is scheduled. Typically, final examinations are given on the last day that the course meets. Please refer to your course syllabus for more information. Adds and drops are not accepted during or after the final examination week.

Session 1:	Week of July 1, 2006
Session 2:	Week of Aug. 12, 2006
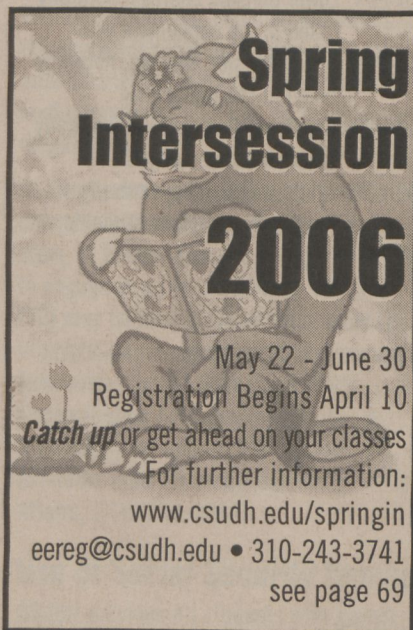
High School Students

Qualified high school students who will enter the junior or senior year in Fall 2006 can register for Spring OPEN University lower division (100 level) courses with a letter of recommendation from the school principal or counselor and written authorization from the parents. Address letters to the Dean of the College of Extended & International Education, California State University, Dominguez Hills. Students pay regular Open University registration fees, and the course credit they earn may be applicable to a degree from CSUDH or another institution.

Standards

Degree credit courses in the College of Extended & International Education adhere to the academic standards of the University. All activities usually associated with regular University course work are integral parts of the degree credit instruction program.

It is our aim, through course review, planning, and the selection of quality, experienced College of Extended & International Education faculty, to provide you with meaningful learning experiences. We realize, however, that on rare occasions your expectations and the course do not match. Should this occur, let us know. It is through your feedback that we are able to make changes and adjustments for future courses.

Spring Intersession 2006

May 22 - June 30
Registration Begins April 10
Catch up or get ahead on your classes
For further information:
www.csudh.edu/springin
eereg@csudh.edu • 310-243-3741

TOROS Touchtone

11 Steps to Register

Step 1 ▶ Call **T.O.R.O.S.** @ (310) 243-2000

Step 2 ▶ Press 6 for registration information.

Step 3 ▶ Press 1 to register for classes.

Step 4 ▶ Enter your 9-digit Student I.D. Number (Social Security Number).

Step 5 ▶ Enter PIN (personal I.D. number). Your PIN Number is your birth date (MMD-DYY). Example: 041272 (April 12, 1972).

Step 6 ▶ Press 1 to register or drop classes, or 2 to review your schedule or 9 to return to main menu.

Step 7 ▶ If you entered 1 in Step 6, select one of the following options:

■ Press 1 to add (go to step 8) or,

■ Press 2 to drop.

■ Press 3 to make your entries permanent

(REQUIRED FOR ALL REGISTRATIONS AND DROPS).

■ Press 4 to check course availability.

■ Press 5 to list (review) your current schedule.

■ Press 9 to return to main menu.

Step 8 ▶ Enter Course Reference Numbers from your registration worksheet. T.O.R.O.S. will announce the course and section. T.O.R.O.S. will prompt you to enter additional course reference numbers, or enter * and # to end this option and return to the previous menu (1 to add, 2 to drop, 3 to make your entries permanent and pay by credit card, etc.).

Step 9 ▶ If the course is full, Press 1 to Check for Open Sections or 2 to Waitlist.

Step 10▶ When you have entered all your Course Reference Numbers, press the * key followed by the # key to return to step 7. Press 3 to make your entries permanent. Do not hang up without completing this step. Failure to make your entries permanent will result in the cancellation of your registration and in losing all your entries. Stay on the line until the system completes this step and confirms the courses you are enrolled in. Once completed, press 1.

Step 11▶ If you have finished adding classes, press the * key and the number 6 to go back to the main menu.

YOU MUST NOW PAY FOR YOUR COURSES BY CREDIT CARD. FAILURE TO PAY IN FULL FOR YOUR COURSES WILL RESULT IN THE IMMEDIATE CANCELLATION OF ALL YOUR COURSE ENTRIES.

To proceed, press 2.

■ To end this call at any time, press the * key followed by the 9 key.

■ To return to the selections you heard at the beginning of the call, press the * followed by the 6 key.

■ To have a prompt or selection repeated, press the * key followed by the 7 key.

■ For menu help, press the * key followed by the 4 key at any time.

Helpline

If you need assistance, call (310) 243-3741 during the following hours:

Mon–Thu	8am-8pm
Friday	8am-5pm
Sat	8am-1:30pm

Academic Information

Transcripts

A student may obtain an official transcript of his/her record by completing a Request for Transcript form, available from the Records and Registration Office (Welch Hall, Suite 290). A fee of $4 is charged for each transcript. Additional copies of transcripts prepared at the same time (up to 10) are $2 each. (310) 243-3621.

Extended Education Grading Procedures

Unless a course is offered for a grade of credit/noncredit only, all extension credit courses are offered for letter grades. However, an undergraduate student in an extension credit class offered for a letter grade may choose to be graded on a credit/noncredit basis by informing the instructor in writing at the beginning of the class. For Special Sessions classes, follow University procedures.

Grade Reports

Grade reports will be sent approximately three weeks after the class ends. Official transcripts with current grades will not be available for at least five weeks after the end of the course. To learn your grade for any graded class, including Extension, Special Sessions, Summer Sessions and Winter Session, call (310) 516-4308.

NEW! Convenience Located in the Extended Education Classroom Building!

A Touch-screen **Information Kiosk** is now operational in the Extended Education classroom building (EE 1200). You may view and print general campus information, such as a campus map, phone directory, or various forms (registration, transcript request, add/drop/change-of-program, request for incomplete, etc.). Using your student ID number and personal identification number (PIN), you may also view and print your class schedule and unofficial transcripts.

Grades

For Academic Programs, student performance in each course is reported at the end of the session by one of the following grades (with grade points earned):

GRADE	GRADE POINTS
A	4.0
A-	3.7
B+	3.3
B	3.0
B-	2.7
C+	2.3
C	2.0
C-	1.7
D+	1.3
D	1.0
F	0

The following grades are to be used for approved courses only:

I (Incomplete authorized--not counted in GPA)

IC (Incomplete charged)

WU (Withdrawal Unauthorized)

W (Withdrawal--not counted in GPA)

AU (Audit--not counted in GPA, no units allowed)

CR Credit (not counted in grade average, but units allowed).

CR* (Credit in sub-collegiate course, no units)

NC No Credit (not counted in GPA, no units allowed).

RP (Report in Progress-- credit is deferred until completion of course)

*** (Graduate Continuation Course)

RD (Report Delayed)

Extended Education Courses

Academic credit is awarded for successful completion of formally recognized institutional extension courses. A maximum of 24 units of extension credit may be applied toward a baccalaureate degree and up to 6 units toward a master's degree, subject to departmental approval.

Special Sessions

Resident academic credit is given to matriculated students for Special Sessions classes through Extended Education. Registration is open to both matriculated students and to the community. For the course numbering system, see below.

Continuing Education Units (CEUs)

Some extension workshops and courses award Continuing Education Units (CEUs). The CEU is nationally recognized for relicensure, promotion or career advancement. One CEU equals ten hours of participation in lecture. CEUs are not degree-applicable. A cumulative permanent transcript of all CEU study undertaken is provided to extension students upon written request. Course numbering is 900-999. CEU grades are for credit or no credit only (CR/NC).

Noncredit

Many of the short courses, workshops and seminars in this bulletin are noncredit. These are designed to respond to the various educational interests and needs of those living and working in the University's service area.

Course Numbering System

The course numbering system for the University is based upon three-digit numbers as follows:

000-099 Sub-collegiate courses, not for baccalaureate credit.

100-199 Lower division courses, normally taken in the freshman year.

200-299 Lower division courses, normally taken in the sophomore year.

300-399 Upper division courses, normally taken in the junior year.

400-499 Upper division courses, normally taken in the senior year.

500-599 Graduate courses, normally limited to graduate students.

Policies

Nondiscrimination Policy

The College of Extended & International Education is an equal opportunity/affirmative action institution and does not discriminate on the basis of race, color, religion, national origin, sex, sexual preference, age, disability or veteran status. This policy is applicable to employment and student admissions, and to all educational programs and activities.

Privacy Information

The University complies with Federal and State Laws concerning privacy rights of students. These rights are summarized in the University catalog. Questions about privacy rights may be directed to the Dean of Extended Education at (310) 243-3737 or the Vice President of Student Affairs at (310) 243-3784.

Immigration Requirements for Licensure

On August 27, 1996, Governor Pete Wilson issued Executive Order W-135-96 which requested that the CSU and other state agencies implement "as expeditiously as reasonably practicable" the provision of The Personal Responsibility and Work Opportunity Reconciliation Act (PRAWORA) of 1996 (P.L.104-193). The Act, also known as the Welfare Reform Act, included provisions to eliminate eligibility for federal and state public benefits for certain categories of lawful immigrants as well as benefits for all illegal immigrants.

Students who will require a professional or commercial license provided by a local, state, or federal government agency in order to engage in an occupation for which the CSU may be training them must meet the immigration requirements of the Personal Responsibility and Work Opportunity Reconciliation Act to achieve licensure. Information concerning the regulation is available from the Vice President of Student Affairs, (310) 243-3784.

Use of Social Security Number

CSUDH provides all students with generic 9 digit student ID numbers. These ID numbers are used to identify student records, registration, and to conduct all University business. However, students are still required to provide the University with their correct social security numbers (individual taxpayer identification numbers) pursuant to the authority contained in Section 41201, Title 5, California Code of Regulations, and Section 6109 of the Internal Revenue Code. The University may, if necessary, use the social security number to collect debts owed the University. Also, the Internal Revenue Service requires the University to file information returns that include the student's social security number and other information such as the amount paid for qualified tuition, related expenses, and interest on educational loans. That information is used to help determine whether a student, or a person claiming a student as a dependent, may take a credit or deduction to reduce federal income taxes. Students who do not have a social security number at the time of enrollment will be required to obtain a social security number and submit it to the University within sixty days. Failure to furnish a correct social security number may result in the imposition of a penalty by the Internal Revenue Service.

Important Tax Credit Information

If you are enrolled in an eligible degree or certificate program or are taking courses to acquire or improve job skills, you may qualify for a Hope Scholarship or Lifetime Learning Tax Credit.

The Hope Scholarship Tax Credit

The Hope Scholarship tax credit is available only to students in their first two years of postsecondary education who are enrolled at least half-time in an eligible program. The tax credits are based on the amount of qualified tuition and fees, less grants and other tax-free educational assistance and the taxpayer's modified adjusted gross income. Hope credits apply to fees paid after December 31, 1997.

The Lifetime Learning Tax Credit

The Lifetime Learning tax credit is available to students at all educational and enrollment levels who are enrolled at an eligible educational institution. As with the Hope Scholarship tax credit, this opportunity is based on the amount of qualified tuition and fees, less grants and other tax-free educational assistance and the taxpayer's modified adjusted gross income. The Lifetime Learning credit applies to fees paid after June 30, 1998.

Americans with Disabilities Act

It is the policy of California State University Dominguez Hills to comply with the Section 504 Regulations [now, Americans with Disabilities Act] adopted by the Department of Health, Education and Welfare. Accordingly, any student at California State University Dominguez Hills who believes that there has been a violation of the Regulations is encouraged to discuss the matter with the Dean of University College* and the campus Handicapped Regulations Coordinator and/or the Handicapped Services Coordinator** and such persons as may be identified by the Handicapped Regulations Coordinator in order to resolve the matter in a prompt and equitable manner.

Sexual Harassment Policy

It is the policy of California State University, Dominguez Hills, that the campus maintain a working and learning environment free from sexual harassment of its students, employees, and those who apply for student or employee status. All should be aware that California State University , Dominguez Hills is concerned and will take action to eliminate sexual harassment. Sexual harassment includes such behavior as sexual advances, request for sexual favors, and other verbal or physical conduct of a sexual nature directed towards an employee, student, or applicant when one or more of the following circumstances are present:
• Submission to or toleration of the conduct is an explicit or implicit term or condition of appointment, employment, admission or academic evaluation:

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Sexual Harassment Policy

(Sexual Harassment Policy continued)

• Submission to rejection of such conduct is used as a basis for a personnel decision or an academic evaluation:

The conduct has the purpose of effect of interfering with an employee's work performance, or creating an intimidating, hostile, offensive or otherwise adverse learning environment, or adversely affecting any student.

In determining whether conduct actually constitutes sexual harassment, the circumstances surrounding the conduct will be carefully considered. However, where the facts support the allegations, all appropriate measures including disciplinary action will be taken. For more detailed information on this policy see website at www.csudh.edu/pms/printable/99-02.htm.

Campus Smoking Policy

California State University, Dominguez Hills has a responsibility to its students and employees to provide a safe and healthful learning and working environment. The University recognizes the harmful effects of involuntary contact with smoke. It also recognizes the need to preserve the reasonable individual rights of smokers as long as doing so does not interfere with the right of the non-smoker to a smoke-free environment.

The following policy shall be effective immediately:

Smoking is prohibited in all campus buildings; including offices, work areas, classrooms, lecture halls, laboratories, libraries, theaters, practice rooms, listening rooms, gymnasiums, kitchens, hallways, stairwells, elevators, eating areas and restrooms. Certain areas external to buildings which do not have adequate ventilation (e.g. patios, stairways and walkways) may also be designated as non-smoking areas by the Director of Environmental Health and Safety.

Smoking is prohibited in all State automobiles, vans and trucks.

Members of the campus community who willfully violate the University smoking policy will be subject to disciplinary action through recognized administrative channels and/or in accord with the applicable collective bargaining agreement.

Appropriate signs designating no smoking and smoking areas shall be posted. At least one copy of this policy shall be posted in each campus building.

Services

Computer Labs

Student identification cards are available at the Extended Education Office. These entitle enrolled students to full use of the CSUDH Computer Labs.

Library Services

Student identification cards will entitle those enrolled in credit courses to use of the CSUDH Library.

Textbooks

Unless otherwise noted, textbooks may be purchased at the University Bookstore, (310) 243-3829. The Bookstore hours during regular semesters are Mon-Thu 8am-7:30pm, Fri 8am-4pm, Sat 10am-2pm. Call for January Intersession and Summer Sessions hours. Registration fees do not include textbooks unless noted.

Loker Student Union

Location and services may be moved due to construction schedules. Please check campus postings for relocation.

For further information, call (310) 243-3559.

Grab & Go

Food Outlet in Welch Hall

In an effort to provide an additional food service venue on campus, a "grab-and-go" outlet is on the first floor of Welch Hall on the south side of the building. Offerings include: coffee, pastries, sandwiches, salads, snacks, soft drinks and similar items. The name of the venue is "Grab 'n GO TOROS." Hours of operation are expected to be 7:30 AM to 8 PM on Monday - Thursday; 8 AM to 2 PM on Friday and Saturday.

Parking

Redondo Beach Community Center (RBCC): Free parking.

Franklin Community Center (FCC): Free parking in lot and on Fisk and Inglewood Avenues.

Inglewood One-Stop Center: Free Parking in City Hall lot.

CSUDH: Parking permits are required for all on-campus classes. They are available from the machines at the entrance to each parking lot (see **Parking Fees** below). No charge for parking on Sundays. (Bring dollars and/or quarters for the machines).

Parking Fees

Entire Summer auto decal	$54.00
Each Summer session	$32.00
Short term, per week	$ 8.00
Two-wheeled vehicle	$ 9.00
Single entry machines	$ 3.00

New Convenience Located in the Extended Education Classroom Building!

A Touch-screen Information Kiosk is now operational in the Extended Education classroom building (EE 1200). You may view and print general campus information, such as a campus map, phone directory, or various forms (registration, transcript request, add/drop/change-of-program, request for incomplete, etc.). Using your student ID number and personal identification number (PIN), you may also view and print your class schedule and unofficial transcripts.

Book Store

The University Bookstore
Loker Student Union South Entrance
1000 E. Victoria Street
Carson, California 90747

(310) 243-3789 • fax (310) 243-0329
bookstore@csudh.edu

CAMPUS MAP

PARKING LOT 2

Parking Lot 1 ➤

EAST ACADEMIC COMPLEX

■ INFORMATION KIOSK

SMALL COLLEGE COMPLEX

SCHOOL OF EDUCATION

SOCIAL AND BEHAVIORAL SCIENCE

NATURAL SCIENCE AND MATHEMATICS

SOUTH ACADEMIC COMPLEX 1

SOUTH ACADEMIC COMPLEX 2

SOUTH ACADEMIC COMPLEX 3

THE CALIFORNIA ACADEMY OF MATHEMATICS AND SCIENCE

VICTORIA STREET

LOKER UNIVERSITY STUDENT UNION

CAIN EDUCATIONAL RESOURCES CENTER

GYMNASIUM

FIELD HOUSE

POOL

HUGHES EDUCATION & ATHLETIC CENTER

Parking Lot 4 (use University Drive entrance)

JAMES L. WELCH HALL

STUDENT HEALTH CENTER

UNIVERSITY THEATRE

SCULPTURE GARDEN

LaCORTE HALL

TAMCLIFF

TENNIS COURTS

PARKING LOT 3

EXTENDED EDUCATION

PARKING LOT 6 / 7

MULTIPURPOSE/ SOCCER FIELD

PARKING LOT 13

NATIONAL TRAINING CENTER SPORTS COMPLEX

N

MAPS

INGLEWOOD ONE STOP
CAREER & EDUCATION CENTER
110 S. LA BREA

SAN DIEGO FWY (405)

QUEEN ST.

X

SOUTH LA BREA AVE.

W. MANCHESTER BLVD.

405 TO MANCHESTER BLVD. (EAST)
GO 1.8 MILES AND TURN LEFT (NORTH) ON LA BREA
ONE STOP IS 110 S. LA BREA
(CORNER OF SOUTH LA BREA AND QUEEN STREET)

FALL
COLLEGE OF EXTENDED
& INTERNATIONAL
EDUCATION

AUGUST 2006

Call (310) 243-3741 or
1-877-GO HILLS
for more information or
visit the website:
www.csudh.edu/extendeded/
email: eereg@csudh.edu

(405) San Diego Freeway

North

Map Not to Scale

Artesia Blvd

Ralston Lane

Hermosa Beach

Redondo Beach

Inglewood Avenue

7 8 9

Franklin
Center

11 12

Coast
Christian
School

Franklin
Park

Parking

Salvation
Army

Hawthorne Blvd

South 405

Fisk Avenue

Franklin Community Center

850 Inglewood Avenue

Redondo Beach

(Parking is free in lot or on street)

190th Street

Map not to scale
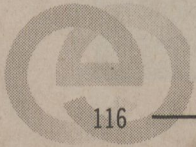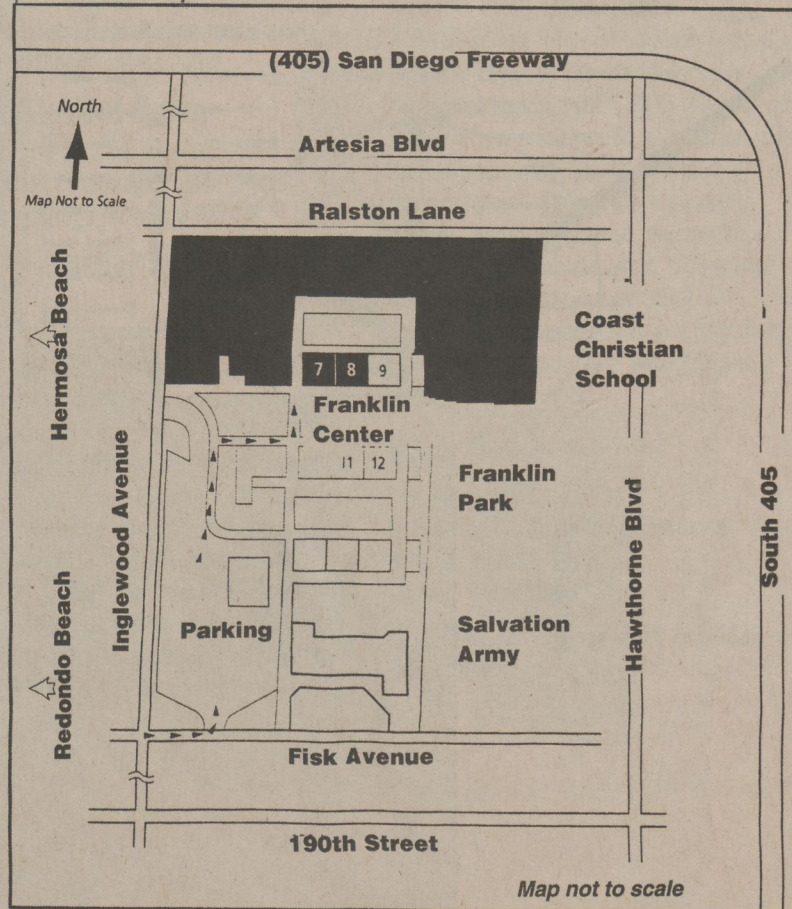
Dean, Extended & International Education
Margaret Gordon, Ph.D.
(310) 243-3737

Associate Dean
Joanne Zitelli, Ph.D.
(310) 243-3737

Facilities Coordinator and Executve Assistant to the Dean
Teresa J. Stevens
(310) 243-3737/2012

Academic Resource Manager
Brenda Blow
(310) 243-2422

Secretary to the Dean
Louisa DiBernardo
(310) 243-3737

Receptionist
Connie Pimental
(310) 243-3737

Network Analyst
Oladele Moore
(310) 243-3018

Equipment Systems Specialist
Sharleen Pettis
(310) 243-3018

Director, American Language & Culture Program
Edward R. Milecki, MBA, MA Ed
(310) 243-3830

Academic Coordinator, American Language and Culture Program
Tony J. Costanzo
(310) 243-3830

Program Assistant, American Language and Culture Program
Tajauta Ortega
(310) 243-3830

Program Assistant, International Education
Racheal Wangui
(310) 243-3919

Director, Mediated Instruction and Distance Learning
Warren Ashley, Ph.D.
(310) 243-2288

Assistant Director, Mediated Instruction and Distance Learning
Van Bridgeman
(310) 243-2675

Television Engineer, Mediated Instrustion and Distance Learning
Bob Smith
(310) 243-3113

Senior Producer, Mediated Instruction and Distance Learning
Bernard Clinch
(310) 243-2674

Coordinator, Internet Applications Mediated Instruction and Distance Learning
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(310) 243-3049

Instructional Design, Mediated Instruction and Distance Learning
Wendy Anson, Ph.D.
(310) 243-3098

Program Assistant, Mediated Instruction and Distance Learning
Joycelyn Jones, Ed.D.
(310) 243-2288

Production Support, Mediated Instruction and Distance Learning
Garry Jacobs
(310) 243-3066

Staff Producer, Mediated Instruction and Distance Learning
Mario Congreve
(310) 243-2053

Director, Center for Training & Development
Jason Vogel
(310) 243-3355

Director, Extension Programs
Scott MacKay, MA Ed
(310) 243-2425

Extension Program Coordinator
Babette Wald, MA
(310) 243-3730

Senior Program Development Specialist
Jim Bouchard, MA Ed.
(310) 243-3729

Program Assistant
Gabrielle M. McKeney
(310) 243-3782

Program Assistant
Jeanette Gimenez
(310) 243-2781

Program Assistant
Diana Ulloa
(310) 243-2781

Program Assistant, Quality Assurance Programs
Rodger Hamrick
(310) 243-3880

Graphic Designer
Sharon Moore
(310) 243-3998

Director, Marketing
Keith Otterberg
(310) 243-3069

Director, Operations
Timothy Mozia, Ph.D.
(310) 243-2190

Registrar
Jacqueline McKenzie
(310) 243-3741/5304

Accounting Technician
Christina Baltazar
(310) 243-3741/5305

Payroll Technician
Deidre Fisher
(310) 243-3741/3041

Registration Associate
Gayle Heifetz
(310) 243-3741

Registration Associate
Michelle Bacalso
(310) 243-3741

Coordinator, Humanities External Degree Program
James Jeffers, Ph.D.
(310) 243-3743

Program Assistant, Humanities External Degree Program
Loretta Edwards
(310) 243-3743

Program Assistant, Humanities External Degree Program
Nicole Ballard
(310) 243-3744

Program Assistant, Humanities External Degree Program
Lisa Ayres
(310) 243-3743

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Register by Phone (310) 243-3741 • Register by Fax (310) 516-3971 • eereg@csudh.edu • http://www.csudh.edu/extendeded/

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NOTES

OPEN UNIVERSITY

Open University is a program that permits members of the community to take regular University classes offered on the California State University, Dominguez Hills campus without going through the formal admissions process. Essentially, it "opens University" courses to the general public.

For more information:

Call **310-243-3741** or

Visit http://www.csudh.edu/open

See page 85

California State University, Dominguez Hills
University Extension Registration Form
EXTENDED EDUCATION PROGRAMS

Date of Application_____ Social Security No:_____ Birthdate_____

month/day/year

Name _____

Last   First   Middle Initial

Address _____

Street   City   State   Zip

Telephone _____

Day   Evening   Fax   *Email*

New address?   yes ☐ no ☐   male ☐   female ☐

Have you been enrolled at CSUDH before?   yes ☐   no ☐   Date last enrolled_____

Employer_____

Company Name

Course Information

Reg. No.	Course No.	SECTION	TERM (e.g. Summer 06)	COURSE TITLE	UNITS	FEE

Total Fee Submitted $_____

Payment Method

☐ Check/Money Order. Make check payable to CSUDH Extension
☐ I authorize the use of my VISA/MC/Discover (circle one)

Account Number _____ Exp Date _____

Cardholder's Name _____ Cardholder's Signature _____

Refund Policy

Refunds are granted in accordance with the State refund schedule. Refunds are not automatic; you must file appropriate forms in the Extended Education Office in order to receive a refund. Refunds take a minimum of six to eight weeks for processing. To receive a refund of fees for a non-credit class or a class offering continuing education, extension credit or professional units, you must notify the Division of Extended Education between the hours of 8:00am and 8:00pm Monday through Thursday, from 8:00am to 5pm on Fridays and from 8:00am to 1:30pm on Saturdays, at least two working days before the course begins. You will be asked to send a written request for a refund to our office.

6 WAYS TO REGISTER

Mail to CSU Dominguez Hills, Extended Education, EE 1100, 1000 East Victoria Street, Carson, CA 90747

Stop by the College of Extended & International Education on Campus 1000 East Victoria Street, Carson, CA.

Register by Toros **TOUCHTONE** (310) 243-2000

BY Voice PHONE: You may register by phone with your VISA, Discover or MasterCard by calling (310) 243-3741.

FAX to Extended Education, (310) 516-3971

By ToroWeb http://cs105.csudh.edu

For more information, call the College of Extended & International Education, (310) 243-3741 or visit the web site: www.csudh.edu/extendeded/

11/05