PRESIDENT’S MESSAGE

Welcome to Santa Rosa Junior College! We are thrilled you are enrolling here and will be continuing your education at SRJC.

We are committed to offering you a superb college education and hope you will have a rewarding experience here. We recognize that adjusting to college life can be challenging, and we want to help you navigate your way around campus and learn how to be a successful college student.

The purpose of the Student Guide is to offer you essential information that will be useful during your first year at SRJC.

We encourage you to meet early with a college counselor to maximize your academic experience. Counselors have the latest information on our educational programs, majors, and transfer requirements. They can also help you explore college resources and assist you with personal concerns.

If you have any questions, contact the Counseling Department.

SRJC is a place of many opportunities and we want you to take full advantage of what we have to offer. In addition to academics, there are opportunities in the arts, athletics, student government and college clubs that will enrich your life.

I look forward to seeing you on campus, please introduce yourself!

Dr. Frank Chong, Superintendent/President
Table of Contents

Get Started.................................................................................................................................2
- New Student Checklist.............................................................................................................3
- Application.................................................................................................................................4
- Assessment...............................................................................................................................5
  - Qualify for English and ESL Courses..................................................................................5-6
  - Qualify for Math Courses......................................................................................................7-8
  - EAP & AP Scores For Placement.........................................................................................9
  - Qualify for Chemistry Courses............................................................................................10
- Credit for Courses Completed at Other Schools.................................................................11
- Orientation................................................................................................................................12
- Counseling................................................................................................................................13
- Registration.............................................................................................................................15
  - College Calendar....................................................................................................................15
  - Priority Registration Schedule.............................................................................................16
  - Registration: Student Portal....................................................................................................17
  - Course Prerequisites; Repeating Courses.............................................................................18
  - Calculating Fees....................................................................................................................19
- Financial Services....................................................................................................................20
  - Financial Aid; AB540 & California Dream Act......................................................................20-21
  - Scholarship Office..................................................................................................................22

Get on Track!.................................................................................................................................23
- Choose Your Goal & CTE Programs.......................................................................................24
- Earn an Associate Degree.........................................................................................................25
- Prepare for Transfer to a University.........................................................................................28
  - Transfer Options.....................................................................................................................29
  - CSU General Education Requirements..................................................................................32
  - IGETC.....................................................................................................................................34

Take Charge!.................................................................................................................................36
- Make an Educational Plan.........................................................................................................37
- Why Choose College?................................................................................................................39
- Learning Communities & Early Success...................................................................................41
- Student Conduct Standards & Student Complaints...............................................................43
- Your Personal Safety................................................................................................................44
- Academic Integrity & Your Grades...........................................................................................46
- Choose to Be a Successful Student..........................................................................................47
- Manage Time............................................................................................................................48
- Get Help and Get Involved: Directory of Services.................................................................50
Get Started!
Get Started! New Student Checklist

Check off When Completed

To Do List:

Step 1: Apply
- File an application online at www.santarosa.edu. Select Admissions, then Apply.
- Be sure to keep your Student Identification (SID) and PIN numbers in a secure place.

Step 2: Assessment
- Take placement tests to qualify for English, ESL, and math courses.
  For testing schedule and study guides, go online to www.santarosa.edu/assessment or call 527-4661 (Santa Rosa), 778-3908 (Petaluma).
- You can schedule placement tests through My Cubby.
- Be sure to have your photo ID and know your SID number when you arrive for your assessment.

Step 3: Orientation
- Register for Counseling 270, Introduction to College class at www.santarosa.edu/portal.
- Santa Rosa Campus: Drop-In Orientations, Wednesdays and Fridays.
  You can call (707) 527-4451 for more information.
- Online orientation.

Step 4: Education Plan & Counseling
- After you have attended the Counseling 270 class, talk to a counselor if you need additional help or have questions. Santa Rosa: Bertolini Student Center, 2nd floor. Petaluma: Kathleen Doyle Hall.
- Meet with a counselor early in the semester to plan your schedule for the following term. Call 527-4451(Santa Rosa) and 778-3914 (Petaluma).

To make the most of counseling:
- Bring official transcripts from other colleges.
- Bring AP test scores.
- Review the current Schedule of Classes online at www.santarosa.edu/schedule and make a list of possible classes.

Step 5: Enroll
- Pay summer enrollment fees prior to registering for fall semester.
- Register for classes online at www.santarosa.edu/portal.

Contact these resources immediately to ensure your success this fall
- Financial Aid: www.santarosa.edu/finaid or call (707) 527-4471 (Santa Rosa) (707) 778-2461 (Petaluma).
- Scholarships: www.santarosa.edu/scholarship or call (707) 527-4740.
- EOPS: www.santarosa.edu/eops or call (707) 527-4383.
- Disability Resources: www.santarosa.edu/disability_resources or call (707) 527-4278.
The application process is simple, but very important. Every new student or a student returning after one or more years must complete and submit an application before registering for classes.

In order to file an application, a student must:

- Be 18 years of age or older.
- Be a high school graduate or
- Submit a Proficiency Certificate if under 18 years of age.
- Students under 18 who are still enrolled in high school should consult with a high school counselor regarding concurrent enrollment.

Apply online at www.santarosa.edu/apply.

The application requests detailed information that will identify individual students, including address and phone number, e-mail address, and educational goal, and each student is given a unique and permanent Student ID (SID) number.
To enroll in an English or ESL (English as a second language) class, an important first-semester course, students must take the English or ESL Placement Test.

The English Placement test is on the computer. It is comprised of a 45 minute writing sample, and a 50 minute, multiple-choice question test. An essay topic is assigned at the time of the test. The multiple choice test consists of 65 questions administered in two separate components: 1) Reading Comprehension, and 2) Sentence Structure and Grammar. The combined scores, including multiple measures, such as hours worked and high school grades, determine the English course placement.

The retake policy is “after the initial placement testing in a subject area, students may retake the test once per term.” Test results are valid for three years. If the test score is not reflective of your ability, retake the test and/or submit a prerequisite challenge form. Contact Student Success and Assessment Services for more information at 707-527-4661.

Students who have taken an English Placement test at another California Community College may have their placement test results evaluated for placement on the SRJC English Pathway. Submit the test results in person or fax a copy to 707-524-1638. Check for evaluation results on the next business day in your Student Portal.

The Study Guide and testing schedule for English placement test can be found online at www.santarosa.edu/assessment. Jam Workshops are also offered to prepare students for placement testing. Please visit www.santaorsa.edu/assessment or call 707-527-4661 for more information.

For special accommodations, such as extra time for testing, contact the Disability Resources Department at 707-527-4278 (Santa Rosa) or 707-778-2491 (Petaluma).

English Placement

Students may not enroll in any English class without a qualifying placement score on file or having completed the prerequisite class (or its college equivalent) with Pass or a grade of “C” or better.

Placement Score Range Course Placement

<table>
<thead>
<tr>
<th>Score Range</th>
<th>Course Placement</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - 59</td>
<td>College Skills 312</td>
</tr>
<tr>
<td>60 - 77</td>
<td>College Skills 313</td>
</tr>
<tr>
<td>78 - 93</td>
<td>English 305.1 or English 305x/306x</td>
</tr>
<tr>
<td>94 - 108</td>
<td>English 307 or English 302x / 100x</td>
</tr>
<tr>
<td>109 - 124</td>
<td>English 100</td>
</tr>
<tr>
<td>125 - 195</td>
<td>English 1A</td>
</tr>
</tbody>
</table>

English 305x/306x and 302x/100x:

These accelerated English pathways allow students to complete 2 English courses in one semester. Student must be able to devote at least 14 hours a week to reading and writing assignments in addition to the class meeting time. In order to be successful in this format, students should not be employed more than 15 hours per week, not participating in collegiate sports, not have alcohol or drug problems, and have a stable home life. Students must commit to attending all classes, including a common hour, and be on time for all classes.
ESL (English as a Second Language) Placement

The ESL placement test is recommended for non-native English speakers. The two skill areas tested are in English Reading and Grammar. It is a computerized, adaptive test, which places students in appropriate level grammar and reading courses.

The retake policy is “after the initial placement testing in a subject area, students may retake the test once per term.” Test results are valid for three years. If the test score is not reflective of your ability, retake the test and/or submit a prerequisite challenge form. Contact Student Success and Assessment Services for more information at 707-527–4661. To make an ESL testing appointment, call:

Santa Rosa 707-527-4661
Petaluma 707-778-3908 or 707-778-4181

The Study Guide and testing schedules for the ESL placement test can be found online at www.santarosa.edu/assessment.

For special accommodations, such as extra time for testing, contact the Disability Resources Department at 707-527-4278 (Santa Rosa) or 707-778-2491 (Petaluma).

ESL/English Pathway

| ESL 308 (9 units) - Beg. ESL Intensive or ESL 308A & ESL 308B (4.5 units each) | Recommended Oral Communication Courses |
| ESL 310 (9 units) - Low Int. ESL Intensive or ESL 310A & ESL 310B (4.5 units each) | ESL 309 CP (3 units) - Beg. ESL Oral Communications |
| ESL 312 (6 units) - Int. ESL Grammar/ Writing AND ESL 313R (3 units) - Int. ESL Reading | ESL 311 CP (3 units) - Low Intermediate ESL Oral Communications |
| ESL 314 (6 units) - High Int. ESL Grammar/Writing AND ESL 315R (3 units) - High Int. ESL Reading | ESL 315 CP (3 units) - Int. ESL Oral Communications |
| ESL 316 (6 units) - Low Adv. ESL Grammar/Writing AND ESL 317R (3 units) - Low Adv. ESL Reading | ESL 320 CP (3 units) - Adv. ESL Oral Communications |
| ESL 320W (6 units) - Adv. ESL Writing and ESL 320R (3 units) - Adv. ESL Reading | ESL 320 CP (3 units) - Adv. ESL Oral Communications |
| ESL 100 (4.5 units) - College Reading & Writing | |
| ENGL 1A* (4 units) - Reading & Composition | * Counts towards graduation credit. Indicates prerequisite pathway. |

Notes:
- Placement Test Score
- ESL Course to Enroll In
- ESL Department www.santarosa.edu/esl
- Santa Rosa Campus 1201 Barnett Hall 527-4382

To do list for placement testing:

- Apply to SRJC
- Schedule an appointment from My Cubby
- Bring a photo ID
- Know your SRJC Student ID Number and PIN Code

ESL Department www.santarosa.edu/esl
Santa Rosa Campus 1201 Barnett Hall 527-4382
Qualify for Math Courses

To enroll in a math class, an important first semester course, students must take the math placement test.

There are three math placement tests, and students must select the appropriate test based on both math background and current math skills. The three test are Pre-Algebra, Algebra, and College Algebra. The math placement test is a comprehensive computer-adaptive, multiple-choice test called the COMPASS. The math test may take approximately one hour to complete. However, you will receive three hours to complete the test if needed. A basic calculator will be provided within the COMPASS program.

The retake policy is “after the initial placement testing in a subject area, students may retake the test once per term.” Test results are valid for three years. If the test score is not reflective of your ability, retake the test and/or submit a prerequisite challenge form. Contact Student Success and Assessment Services for more information at 707-527-4661.

Students who have taken a math placement test at another California Community college may have their placement test results evaluated for placement on the SRJC math pathway. Submit the test results in person or fax a copy to 707-524-1638. Check for evaluation results on the next business day in your Student Portal.

The Study Guides and testing schedules for the math placement test can be found online at www.santarosa.edu/assessment. Jam Workshops are also offered to prepare students for placement testing. Please visit www.santarosa.edu/assessment or call 707-527-4661 for more information.

For special accommodations, such as extra time for testing, contact the Disability Resources Department at 707-527-4278 (Santa Rosa) or 707-778-2491 (Petaluma).
# Math Placement Tests

**Math Placement Test Cut-Off Scores**

<table>
<thead>
<tr>
<th>Test Taken</th>
<th>Cut Score</th>
<th>Course Placement</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMPASS Pre-Algebra</td>
<td>0-30</td>
<td>CSKLS 371, 368A (General Arithmetic)</td>
</tr>
<tr>
<td></td>
<td>31-45</td>
<td>CSKLS 372 (Pre-Algebra)</td>
</tr>
<tr>
<td></td>
<td>46-100</td>
<td>Math 151/150A (Elementary Algebra)</td>
</tr>
<tr>
<td>COMPASS Algebra</td>
<td>0-23</td>
<td>No placement - students routed to COMPASS Pre-Algebra Test</td>
</tr>
<tr>
<td></td>
<td>24-34</td>
<td>Math 151/150A (Elementary Algebra)</td>
</tr>
<tr>
<td></td>
<td>35-49</td>
<td>Math 101 (Mathematics for the Associate Degree)</td>
</tr>
<tr>
<td></td>
<td>50-100</td>
<td>Math 9 (Finite Mathematics)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Math 10 (Nature of Mathematics)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Math 15 (Elementary Statistics)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Math 16 (Intro to Mathematical Analysis)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Math 27 (Precalculus Algebra and Trigonometry)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Math 25 (Precalculus Algebra)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Math 58 (PrecalculusTrigonometry)</td>
</tr>
<tr>
<td>COMPASS College Algebra</td>
<td>0-44</td>
<td>No placement - students routed to COMPASS Algebra Test</td>
</tr>
<tr>
<td></td>
<td>45-59</td>
<td>Math 9 (Finite Mathematics)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Math 10 (Nature of Mathematics)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Math 15 (Elementary Statistics)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Math 16 (Intro to Mathematical Analysis)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Math 27 (Precalculus Algebra and Trigonometry)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Math 25 (Precalculus Algebra)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Math 58 (PrecalculusTrigonometry)</td>
</tr>
<tr>
<td></td>
<td>60-100*</td>
<td>Math 1A (Calculus, First Course)*</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Math 8A (Brief Calculus 1)*</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Math 4 (Discrete Mathematics)*</td>
</tr>
<tr>
<td>COMPASS Trigonometry</td>
<td>45-100*</td>
<td>Math 1A (Calculus, First Course)*</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Math 8A (Brief Calculus 1)*</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Math 4 (Discrete Mathematics)*</td>
</tr>
</tbody>
</table>

* Note: Students must score 60 or above on COMPASS College Algebra and 45 or above on COMPASS Trigonometry to place into Math 1A, 8A, or 4. All students who score 45 or above on the COMPASS College Algebra Test (and only those students) will be "bumped up" to the COMPASS Trigonometry Test.
EAP & AP Scores for Placement

Place into English and Math Courses

Students may fulfill the Assessment requirements in a subject area (Mathematics, English, or ESL) through one or more of the following:

Completing an equivalent course at a post-secondary accredited institution in that subject area (the course will determine placement).
• Earning a qualifying AP score of IB exam score in the subject area (students contact Office of Admissions and Records for details).
• Taking the SRJC placement texts within three (3) years prior to initial registration.
• Taking valid, approved placement tests at other two-year California community colleges within three (3) years prior to initial registration.
• Having a valid Early Assessment Program (EAP) results that satisfy placement conditions determined by the District.

Students who participated in the Early Assessment Program through California Standardized Testing and Reporting (STAR) while in high school may be able to use EAP results to place into SRJC English and math courses. Please refer to the chart below as well as to your copy of STAR test results.

<table>
<thead>
<tr>
<th>English EAP</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Student Assessment</strong></td>
<td><strong>Course Placement</strong></td>
</tr>
<tr>
<td>Ready for CSU college-Level English courses</td>
<td>English 1A</td>
</tr>
<tr>
<td>Conditional for CSU college-level English courses</td>
<td>English 1A</td>
</tr>
<tr>
<td>Not Yet Demonstrating Readiness for CSU college-level English courses</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Math EAP</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Student Assessment</strong></td>
<td><strong>Course Placement</strong></td>
</tr>
<tr>
<td>Ready for CSU college-level math courses</td>
<td>Math 9, 10, 15, 16, 25, 58, 27</td>
</tr>
<tr>
<td>Conditional for CSU college-level math courses</td>
<td>Math 9, 10, 15, 16, 25, 58, 27</td>
</tr>
<tr>
<td>Not Yet Demonstrating Readiness for CSU college-level math courses</td>
<td></td>
</tr>
</tbody>
</table>

EAP is valid 2 years after the STAR test.
Chemistry course options

- Chem 60, Chemistry for Allied Health Sciences, does not require a math or chemistry placement. Completion of Math 150A, Elementary Algebra, is recommended. This course is not part of the chemistry pathway. It is typically taken by students preparing for allied health careers such as nursing, dental hygiene, and some transfer programs.

- Chem 42, Introductory General Chemistry, is the first course in the Chemistry sequence. It is for students who have never taken a chemistry course or for those who feel they need a chemistry review before Chem 1A or 4A. The only prerequisite for Chem 42 is Math 155, Intermediate Algebra, or 2 years of high school algebra. Send an official transcript and submit the Prerequisite Equivalency Form if you are using high school math or math from another college to satisfy this prerequisite. A math placement score for a course higher than intermediate algebra also satisfies the prerequisite.

- Students who have already taken and completed a high school chemistry course with a “C” or better and wish to enroll in either Chem 1A or 4A should take the Chemistry Diagnostic Test (CHEM) and complete the petition form, "Chemistry Diagnostic Review." Calculators are provided for the CHEM diagnostic test.

Math Prerequisites & Sequence of Chemistry & Physics Courses

![Diagram showing the sequence of chemistry and physics courses]

- Chem 42, Fall, Spring & Summer
  - Take Chemistry Diagnostic test and Chemistry Diagnostic Review form to advance to Chem 1A or 4A without taking Chem 42

- Chem 4A, Fall
  - Math 155 (4 units)
    - (Prerequisite)
    - or qualifying score on the math placement test

- Math 1A, (5 units)
  - Math 1B, (5 units)
  - Math 10 (5 units)
  - Math 11 (5 units)
  - Math 12 (5 units)

- Physics 20 & 20L (3 units & 1 unit lab), Fall & Spring
  - Physics 21 & 21L (3 units & 1 unit lab), Fall & Spring
  - Physics 40 (5 units), Sci & Engr., Fall & Spring

- Math 27 (5 units)
  - OR
  - Math 25 (3 units)
  - AND
  - Math 58 (3 units)
  - Math 65 (3 units)
  - Math 75 (3 units)

- Math 1A (5 units)
  - Math 1B (5 units)
  - Math 8 (5 units)
  - Chem 1A (5 units)
  - Chem 1B (5 units)
  - Chem 12A (5 units)
  - Chem 12B (5 units)

- Chem 8 (5 units)
  - Spring

- Physics 20 & 20L (3 units & 1 unit lab), Fall & Spring
  - Physics 21 & 21L (3 units & 1 unit lab), Fall & Spring

- Physics 40 (5 units), Sci & Engr., Fall & Spring

See additional flowchart for higher level math and physics courses.

Rev April 2014
Receive College Credit for Courses Completed at Other Schools

Receiving college credit for Advanced Placement (AP) scores and/or courses you completed at other colleges or universities is a two-step process.

1) Send official transcripts to SRJC Admissions and Records. For college courses completed elsewhere, contact the school and request an official transcript be sent directly to SRJC Admissions & Records. For AP score reports contact the College Board to make this request. Use this link: https://apstudent.collegeboard.org/help

2) Complete a “Request for Evaluation of Coursework” form. Look for Admissions and Records Forms in your student portal to locate this online form. You will need to select one or more General Education (GE) pattern: Option A, B, or C and indicate the SRJC major for which you wish to receive credit.

The evaluation process may take 6 weeks. Check with either Admissions and Records or Counseling to confirm that the coursework has been evaluated. You may review the evaluation when you meet with a counselor.

If you might use your foreign language courses from high school for the foreign language requirement on IGETC (GE Option C), please request that your high school send a transcript to SRJC. High School transcripts will not be used to award any unit credit.

**TIP:** The registration computer does not “read” transcripts from other institutions, nor does an evaluation clear a prerequisite. If you wish to use the coursework from other schools to satisfy prerequisites, you must also submit a Prerequisite Equivalency form to clear the prerequisite.

**Advanced Placement (AP) Credit**
Santa Rosa Junior College awards credit for College Entrance Examination Board (CEEB) Advanced Placement (AP) Exams with scores of 3, 4, or 5. Students must have official AP score reports sent by the College Board to the SRJC Office of Admissions, Records, and Enrollment Development for evaluation.

To view a chart listing SRJC course comparability and detailing how AP Exams meet General Education requirements for SRJC, CSU, and UC, visit the SRJC Web site at www.santarosa.edu/articulation - click on “SRJC Credit for Advanced Placement Exams”. Please note that a few SRJC departments require a score of 4 or 5 to fulfill specific course requirements or place conditions on the award of credit.

Please consult an SRJC Counselor about AP credit earned prior to 2011-12 or to discuss how AP credit fits into your educational plan. This is especially important for those intending to transfer to a four-year college or university, since each campus determines how AP Exams will apply toward credit in a major.

**International Baccalaureate (IB) Credit**
The CSU and UC allow application of IB credits to IGETC (GE Option C), the CSU has a system wide policy for awarding and applying IB credit to CSU GE-Breadth (GE Option B), and SRJC awards GE credit toward GE Option A. The IB credit chart is available at www.santarosa.edu/articulation - click on “SRJC Credit for International Baccalaureate Exams.”
Congratulations to those students who are taking or have taken an orientation, the best way to a smart start at Santa Rosa Junior College! Students who have not yet signed up for an orientation have three formats from which to choose:

- **Counseling 270**, Introduction to College, is a one-half unit course offered for new students. It includes information on SRJC programs, services, policies, degrees, certificates, and college culture. Focus is on strategies needed for academic success and the development of an educational plan.

- **In-Person Orientation**: A one and half hour workshop held on the Santa Rosa Campus on Wednesdays and Fridays. Call (707) 527-4451 for more information.

- **Online Orientation**: www.santarosa.edu/orientation. Appropriate for students enrolling in 6 units or less.

**Orientations include:**

- Information to help navigate the admissions and registration process
- An introduction to college resources and services
- Information about associate degree, Career & Technical Education (CTE) certificates, and transfer requirements
- Ideas for becoming a successful student
- An overview of college regulations and student rights and responsibilities
- Assistance in creating a first semester educational plan to match educational goals
- An opportunity to meet Santa Rosa Junior College counseling faculty and other new students (in-person formats only)
Counseling is essential to getting a smart start at Santa Rosa Junior College. After application and assessment, counselors will assist new students to create an educational plan in Counseling 270 or visit the Counseling Department at either the Santa Rosa or Petaluma campuses.

Counselors are available at both the Santa Rosa and Petaluma campuses. Students may choose their own counselor, and if comfortable, and confident with that counselor, should plan to see the same person each time. Please check with the Counseling Department at either campus to inquire about counselor availability.

To avoid lengthy waits for a counselor, think ahead! To plan for a fall semester, see a counselor starting in February. To plan for a spring semester, see a counselor starting in September.

Counseling Services include:

Educational Planning
- Consider educational options
- Review requirements
  - Graduation
  - Transfer
  - Career & Technical Education (CTE) Certificates
- Assist in selecting appropriate courses to achieve goals
- Consult regarding student rights and responsibilities
- Assist in addressing academic problems such as probation, dismissal, and difficulty in a particular course
- Earn an earlier date to register for classes (called Early Bird Registration Priority - Level 3) when you meet with a Counselor by the last Thursday in October for Spring registration and by the last Thursday in April for Fall registration.

Career Planning
- Explore interests, values, and goals
- Research and review career options
- Plan appropriate courses to achieve goals

Personal Counseling and Referrals
- Assist with problems that affect school performance
- Refer to Student Psychological Services for any ongoing or long-term personal counseling needs
- Refer to college services and community resources

COUNSELING SERVICES
www.santarosa.edu/counseling
Santa Rosa Campus, Bertolini Student Center 2nd Floor 527-4451
Petaluma Campus, Kathleen Doyle Hall, PC 216 778-3914

Get Started!
How to Get the Most from Counseling

To make the most of your time with a counselor you should prepare in a number of ways. Counseling is a collaborative effort and your preparation will make your time more productive.

Before meeting with a counselor:

- Register for and complete Coun 270, Introduction to College, or complete an orientation (in person or online).
- Have valid placement results for English and math. Counselors need this information to develop an educational plan for you.
- Write a list of courses that interest you.
- Write a list of your questions.
- Bring copies of transcripts from other colleges, AP scores, etc.
- Get familiar with the SRJC website to learn how to access information related to your goals or the steps for new students.

Counselors work with students in various formats. In addition to one-to-one meetings, counselors conduct workshops and orientation sessions to assist students in meeting their academic goals. Workshops include:

- Transfer 101 – Overview of the transfer process and requirements (all transfer students should complete this workshop).
- Transfer application – For SRJC students applying to a UC or CSU. You can have a counselor review your application before submission.
- TAG workshops – For students who have completed 30 UC transferable units at SRJC and qualify for a transfer admission guarantee to a UC.
- Back on Track – For students who are on academic or progress probation or dismissal at SRJC.

You will gain the most from your one-on-one time with a counselor if you have completed the suggestions listed above. Counseling sessions are available year round and are on a first come, first served basis.
Registration: Academic Calendar

FALL SEMESTER 2015

TBD ................................... Web site information available (www.santarosa.edu)
June 15 ................. Priority Web Registration for continuing students begins
July 20 .................. Open Web Registration for ALL students begins
August 10 ........... In-Person Registration begins
August 13 .......... District-designated activities
August 14 ............. Mandatory Professional Development Activity Institutional Day (No classes)
August 17 .............. CLASSES BEGIN
August 23 .............. Last day to register/add without instructor’s signature or add code
August 30 ............. Last day to drop semester length class and be eligible for a refund
September 6 .......... Last day to register/add with the instructor’s signature or add code
September 6 ........ Last day to drop a class without “W” symbol
September 7 .......... Labor Day Holiday
September 8 .......... Professional Development Flex Day (No classes or activities)
September 8 .......... First Census Day
September 27 ....... Last day to opt for P/NP
October 12 - November 1 .... Midterm progress indicators posted in student portal
November 11 .......... Veterans’ Day Holiday
November 15 .......... Last day to drop a class with “W” symbol
November 26-29 .......... Thanksgiving Day Holidays
November 27 .......... Professional Development 1/2 Flex Day (No classes or activities)
December 12-18 .......... Final Examinations
December 21 - January 17 Semester Break
January 4, 2016 .......... Fall semester processing finalized

SPRING SEMESTER 2016

TBD ......................... Web site information available (www.santarosa.edu)
November 9, 2015 .......... Priority Web Registration for continuing students begins
December 14, 2015 .......... Open Web Registration for ALL students begins
January 11, 2016 .......... In-Person Registration begins
January 18 .......... Martin Luther King Holiday
January 19 ................ CLASSES BEGIN
January 24 .............. Last day to register/add without instructor’s signature or add code
January 31 ............. Last day to drop semester length class and be eligible for a refund
February 7 .......... Last day to register/add with the instructor’s signature or add code
February 7 ........ Last day to drop a class without “W” symbol
February 8 .......... First Census Day
February 11 .......... Mandatory Professional Development Activity Institutional Day (No classes)
February 12 .......... Lincoln’s Day Holiday
February 13, 14 .......... Saturday and Sunday classes will meet
February 15 .......... Washington’s Day Holiday
February 28 .............. Last day to opt for P/NP
March 14 - April 10 ......... Midterm progress indicators posted in student portal
March 21-27 .......... Spring Break
March 25 .......... Professional Development 1/2 Flex Day (No classes or activities)
April 24 ............. Last day to drop a class with “W” symbol
May 21-27 .......... Final Examinations
May 28 ................. Commencement Exercises
May 30 .......... Memorial Day Holiday
June 6 .......... Spring semester processing finalized
<table>
<thead>
<tr>
<th>Date</th>
<th>Priority Group</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 30</td>
<td>-</td>
<td>• Deadline to meet with a counselor for Fall Early Bird registration priority</td>
</tr>
<tr>
<td>May 6</td>
<td>-</td>
<td>• Priority available in Student Portal once the Fall schedule of classes is posted online</td>
</tr>
<tr>
<td>June 15-28</td>
<td>Priority 1</td>
<td>• Continuing Active Military, Veterans, Foster Youth, Disabled Student Programs (DRD), Extended Opportunity Programs &amp; Services (EOPS) &amp; CalWORKs students in good standing(^1) with up to 100 units(^2) in progress and/or completed at SRJC OR • New and Returning Active Military, Veterans, Foster Youth, DRD, EOPS &amp; CalWORKs students who have completed Assessment, Orientation, and have an Education Plan on file.</td>
</tr>
<tr>
<td>June 29-30</td>
<td>Priority 2</td>
<td>• Continuing SRJC students in good standing with 42 – 100 units(^2) in progress and/or completed at SRJC OR • New and/or continuing Intercollegiate Student Athletes (Verified by KAD Dean) in good standing(^1) who have completed Assessment, Orientation, and have an Education Plan on file.</td>
</tr>
<tr>
<td>July 1-2</td>
<td>Priority 3</td>
<td>• Continuing SRJC Priority 4 &amp; 5 students in good standing(^1) who see a counselor for an education plan by the EARLY BIRD(^3) deadline OR • New students who have successfully completed COUN 270, Assessment and Education Plan on file.</td>
</tr>
<tr>
<td>July 6-7</td>
<td>Priority 4</td>
<td>• Continuing SRJC students in good standing with 24 – 41.9 units in progress and/or completed at SRJC OR • New students who have completed Assessment, Orientation, and have an Education Plan on file.</td>
</tr>
<tr>
<td>July 8-9</td>
<td>Priority 5</td>
<td>• Continuing SRJC students in good standing with 0.25 – 23.9 units in progress and/or completed at SRJC</td>
</tr>
<tr>
<td>July 13</td>
<td>Open Web Registration</td>
<td>• Open Registration for all other New, Returning and Continuing students with over 100 units(^2) completed at SRJC</td>
</tr>
<tr>
<td>August 10</td>
<td>In-Person Registration</td>
<td></td>
</tr>
<tr>
<td>August 15</td>
<td>SUPER SATURDAY 8:30 am-3:30 pm</td>
<td>Admissions and Records, Assessment, CalWORKs, Counseling, Financial Aid services available on both Santa Rosa and Petaluma Campuses</td>
</tr>
<tr>
<td>August 17</td>
<td></td>
<td>• FALL 2015 CLASSES BEGIN</td>
</tr>
</tbody>
</table>

For additional academic calendar dates and deadlines go to: [https://admissions.santarosa.edu/academic-calendar](https://admissions.santarosa.edu/academic-calendar)

\(^1\) In good standing: student who is NOT on academic or progress probation 2 or dismissal or who is not on any probation for the last two consecutive semesters

\(^2\) 100 unit: limit includes only degree applicable units in progress and/or completed at SRJC (SRJC courses numbered 1-299)

\(^3\) Early Bird: student meets with a counselor and has an Education Plan on file before the stated deadline.

(last Thursday in April for fall registration/last Thursday in October for spring registration- no Early Bird in summer)
Registration: Student Portal

Spring 2013 > Add/Drop > View Cart > Optional Services > Checkout > Receipt

The following schedule changes are currently in your cart. You are not officially enrolled in/dropped from these courses until you check out.

<table>
<thead>
<tr>
<th>Sect</th>
<th>Course</th>
<th>Status</th>
<th>Days</th>
<th>Hours</th>
<th>Instructor</th>
<th>Location</th>
<th>Units</th>
<th>P/NP</th>
<th>Dates</th>
<th>Remove</th>
</tr>
</thead>
<tbody>
<tr>
<td>7668</td>
<td>COUN 270</td>
<td>Wait</td>
<td>Sat</td>
<td>9:00am-1:20pm</td>
<td>Navarro G</td>
<td>PC 230</td>
<td>0.50</td>
<td>Y</td>
<td>04/27-05/04</td>
<td></td>
</tr>
</tbody>
</table>

No optional fees in your cart.

Schedule changes will remain in your cart for one hour and will be automatically removed from your cart if you have not finalized your schedule changes.

More Schedule Changes  Proceed to Checkout

Registration: Student Portal

The registration system is accessed from your student portal. You may register during your priority time and at many times after your priority time. The registration system allows for a great deal of flexibility. You can register for a few classes and later log in to add more and/or drop classes. Make sure you complete your transaction of adding or dropping classes by following the green progress bar at the top of your screen. Counselors recommend that you check your schedule after registering to make sure it reflects what you intended.

Wait Lists

If you are registered as a "WAIT LIST" student, you MUST show up to first class meeting. A "WAIT LIST" registration is an official registration that you have been charged fees for and is part of your class schedule. You will NOT be notified in advance about whether you will be accepted into the class; you must report to class in-person to determine if you will be elevated to a permanent enrollment.

Your registration is not complete until the green progress bar reaches “Receipt”. 

Notes:

THE STUDENT PORTAL

To take advantage of the priority registration system, students register using the Student Portal (called My Cubby).

You can find the Student Portal at www.santarosa.edu.
Course Prerequisites

A prerequisite is a course completed or skills a student must have before enrolling in a particular class. For instance, to enroll in English 1A, a student must complete English 100 or ESL 100 (with a “C” or better) or earn a qualifying score on the English Placement Test.

A recommendation is different than a prerequisite. It is advisory and will not block a student from enrolling in a particular class. It is important to take recommendations seriously as they are based on the skills or knowledge that department faculty believe are needed to do well in a class.

How to Satisfy Course Prerequisites

1. Students can register for and complete the prerequisite course with a Pass or a C grade, or better.
2. Students who have completed the prerequisite course at another college (with credit or a C grade or better) must submit a Prerequisite Equivalency Form and official transcripts to Admissions and Records.
3. Students who believe they have the skills necessary to enroll in a class without having met the stated prerequisite must submit a Prerequisite Challenge Form and official transcripts to Admissions and Records.
4. Both forms can be accessed through your student portal or from the Admissions webpage, at http://admissions.santarosa.edu/forms
5. Once an equivalency form (with official transcript) or a challenge form is submitted, Admissions and Records lifts the prerequisite block, allowing a student to enroll. Check your student portal to find if your prerequisite challenge was approved or denied. Department faculty review prerequisite challenges, and Admissions and Records will notify and administratively drop any student whose challenge is not approved.

Limit On Repeating Courses

Effective Summer 2012, SRJC began implementing new limitations regarding course repetition and withdrawal in a single course. These limitations are mandated by Board of Governor’s Title 5 regulations. Repeating a course, in which you previously received a substandard grade of D, F, NC, NP, and/or a W symbol, will be limited to three enrollments total. These new regulations are retroactive to the Fall 1981 semester.

For example, if you take a course and receive a D grade, repeat the same course in a subsequent semester and receive a W, take the course for a third time and receive a W, D, F, or NP, you will not be allowed to register for the course again. You made three attempts to pass the course and that is all you are allowed. Students may petition to enroll in the course a fourth time and may be approved based upon documented extenuating circumstances.

Therefore, you are advised to carefully choose your courses each term to ensure successful completion. You should also pay close attention to the deadline to drop a course without receiving a W symbol. Withdrawing before this deadline does NOT count as an attempt at the course.
Registration: Calculating Fees

Calculating Fees
It is important to know how to calculate fees and to plan for payment. Students can pay fees by credit card while registering, or they can submit payment by mail or in person at the Santa Rosa or Petaluma campuses. Students are not billed nor are they dropped from classes if they do not pay their fees. However, students who have not paid their fees will be blocked from registering for the next semester. The enrollment fees are set by the state legislature, and, due to budget uncertainty, fees are subject to change with very little notice.

<table>
<thead>
<tr>
<th>Fee Type</th>
<th>Fee Amount</th>
<th>Fee Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enrollment Fee</td>
<td>$46</td>
<td>x enrolled units $</td>
</tr>
<tr>
<td>Course Fees (Additional fees for a particular class)</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Health Services Fee (Mandatory for all students)</td>
<td>$19</td>
<td>$19</td>
</tr>
<tr>
<td>Student Representation Fee</td>
<td>$1</td>
<td>$1</td>
</tr>
<tr>
<td>Optional Fees</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CubCard Plus Membership</td>
<td>$15</td>
<td>$</td>
</tr>
<tr>
<td>Parking (Auto)</td>
<td>$60</td>
<td>$</td>
</tr>
<tr>
<td>Parking (Auto) with AS Membership</td>
<td>$55</td>
<td>$</td>
</tr>
<tr>
<td>Photo ID</td>
<td>$2</td>
<td>$</td>
</tr>
<tr>
<td><strong>Total Due</strong></td>
<td></td>
<td><strong>$</strong></td>
</tr>
</tbody>
</table>

BOG waiver
The Board of Governor’s Fee Waiver (BOG) can waive enrollment fees and parking fees over $30 per term. To receive a BOG, a student must meet certain low-income criteria, and be classified as a resident of California by the Admissions, Records & Enrollment Services office. Beginning Spring 2013, BOG fee waivers are also available for low-income students classified as AB540 through the Admissions office. Applications for the BOG are available in the Financial Aid offices in Santa Rosa (Plover Hall) or Petaluma (Jacobs Hall), or online at www.santarosa.edu/BOG.

In addition to the fees, there are other expenses associated with going to college. Books, supplies and materials must be considered in creating a budget for college, and students can use financial aid or scholarship money to help with those costs.
Financial Services: Financial Aid

Financial Aid’s mission is to insure that money problems are not a barrier to students’ enrollment or to achievement of their educational goals and to help students keep their financial concerns manageable while they attend college. The financial aid process is complex and demanding, requiring a close partnership between the applicant, the financial aid staff and, sometimes, others. Financial Aid staff strive to provide students with equitable treatment under the law, honest answers, and an open door to their questions, and they are available on both an appointment and drop-in basis to assist students and parents. A comprehensive Financial Aid Brochure is available that describes programs and the process in greater detail.

Applications and Deadlines
To apply for financial aid, students must complete the Free Application for Federal Student Aid (FAFSA), online at www.fafsa.gov. With the FAFSA, students can apply for all federal aid (and California state aid if they also complete a Grade Point Average Verification Form by the March 2 deadline). There is no fee for applying. The priority filing period for each academic year is the previous January and February with a March 2 deadline. Some types of aid are available for late applicants, but it is best to apply during the priority period.

Eligibility
Eligibility for assistance is based on several variables, including:

- The financial need of each student and family, according to a federal formula;
- Number of units enrolled;
- Accurate documentation of application information;
- Having declared a certificate, degree or transfer goal & SRJC Program of Study
- Continued satisfactory academic progress;
- Neither in default nor delinquent on an educational loan and do not owe a repayment;
- Not having exceeded 150% of the published length of the student’s educational program.

Independent vs. Dependent
Although students may be living on their own and may not receive support from their parents, they may be considered “dependent” for federal aid purposes, meaning that their parent’s income and asset information must be included in applying for financial aid. Students must submit parental information unless the student is: married, 24 years of age, a veteran of the US Armed Forces, has a child (or a dependent other than a child) that they provide more than half the support for; is a ward of the court, an emancipated minor, in a legal guardianship, a homeless youth (21 or under) that can be documented, or both parents are deceased. Failure to provide parental information when required will jeopardize a student’s federal financial aid eligibility.

Documentation
Four to six weeks after filing the FAFSA, students will be notified by letter about additional documents that are required. These may include (1) parent’s and/or student’s previous year Federal Income Tax Transcripts, (2) verification of non-taxable benefits received such as Social Security, TANF, or Veteran’s Benefits, and (3) other forms requested by the Financial Aid Office.

Awards
The amounts and kinds of aid a student will be offered depends on a student’s financial need, satisfactory academic progress and enrollment level. Generally, the greater a student’s financial need (according to the federal formula) and the more units enrolled, the larger the financial aid package. Financial aid packages usually consist of part gift aid (grants) and part federal work-study. BOG fee waivers may also be awarded automatically when the Student Aid Report indicates a student has financial need over $1,104. Loans may be available for students who are unable to use federal work-study because of other employment, heavy course load, or family size. Visit our office in Plover Hall or the web site for a complete listing of grants and other aid programs available to SRJC students with need.
Receiving Financial Aid? You should know that:

- Students must be enrolled in and successfully progressing in a Financial Aid eligible program. Eligible programs at SRJC include all Associate Degree and Transfer preparation programs, and existing CTE certificates that are 16 or more units in length. New certificate programs may not be eligible for aid for one to two terms after they are first offered.

- In order to become and remain eligible for financial aid students must maintain a 2.0 cumulative GPA and complete at least 67% of all units they attempt.

- A student who receives all F, W or NP grades in a term will be required to repay a prorated portion of the student aid funds received for that semester. The student is also automatically deemed ineligible for further aid.

- Students are responsible for completing the academic load they received aid for, so they should always talk with a financial aid representative if they are unable to complete their chosen academic load. (12+ units = full time; 9-11.5 units = ¾ time; 6-8.5 units = ½ time)

- Student Borrowers: Students who are receiving student loans must enroll in and complete at least six required units toward their goal with a 2.0 GPA each semester.

For students who are not registered as a California Resident:

Nonresident Tuition Exemption - AB 540

According to the 2001 Legislative law AB 540, any student, who meets all of the following criteria, shall be exempt from paying nonresident tuition at SRJC or any other public college or university in California.

- The student must have attended a high school (public or private) in California for three or more years.

- The student must have graduated from a California high school or attained the equivalent prior to the start of the term (for example, passed the GED or California High School Proficiency exam).

- An undocumented student who is without lawful immigration status must file an affidavit with the college or university stating that he or she has filed an application to legalize his or her immigration status, or will file an application as soon as he or she is eligible to do so.

The AB540 form is found on the Admissions webpage at: http://admissions.santarosa.edu/forms

California Dream Act

Thanks to the recent passage of the California Dream Act, AB 540 students at community colleges are now eligible to apply for:

- Board of Governors (BOG) Fee Waivers
- Assistance from EOPS/CARE, CalWORKs
- State financial aid like Cal Grants (www.dream.csac.ca.gov)
- Privately-funded scholarships (www.santarosa.edu/scholarship)
The Scholarship Programs Office helps students locate and apply for scholarships at the College, in the community, statewide, and across the nation. We encourage all students to visit our office where we provide scholarship assistance and maintain a resource library of scholarship reference books. During spring semester, the Scholarship Office offers workshops to assist students with the scholarship application processes.

A variety of scholarship programs are offered to students including the Doyle Scholarship, SRJC Foundation Continuing Scholarships and SRJC Foundation Transferring Scholarships. Scholarships may be awarded based on scholastic achievement, financial need, special interests and activities, and academic goals (including Associate Degrees and Certificates). These scholarship funds are provided by private sponsors, community organizations, corporations, professional associations, SRJC academic departments, and the SRJC Foundation.

**The Doyle Scholarship**

A $1,000 Doyle Scholarship is available to any recent High School Graduate with a 2.75+ GPA who applies by the deadline of March 10 of each year. Detailed requirements are listed on the department website.

**SRJC Foundation Continuing and Transferring Scholarships**

Over 650 scholarships are awarded each year to students who will continue their education at SRJC or will transfer to a four-year institution. Applications for both the SRJC Foundation Continuing Scholarship and Foundation Transferring Scholarship Program are available after January 1 in the SRJC Scholarship Office. The application deadline for both programs is March 1 of each year.

Other Scholarships: The Scholarship Office also receives announcements for many local, state, and national scholarships. These announcements are listed in the Scholarship Office, on the Scholarship web site, and are advertised on campus.
Get on Track!

Complete a Career & Technical Education (CTE) Certificate

Earn an Associate Degree

Prepare to Transfer to a University
Your Educational Options at SRJC

Many students begin at SRJC with a clear educational goal and many others have not yet identified one. Community colleges such as ours are a great place to explore options and pursue various academic goals. In this section of the Student Guide, we will focus on educational options such as Career & Technical Education (CTE), Associate Degrees, and preparation to transfer to a university for a goal of earning a Bachelor’s degree.

Additionally, students may have a goal to improve basic skills in areas of English, English as a Second Language (ESL), and/or math. These foundational courses provide students with skills to be successful at collegiate level coursework as well as providing skills useful in work environments and everyday life.

You may also choose to explore and learn about various fields of study and career paths. Because SRJC is a large community college, the course options are quite extensive. We also encourage students who are undecided about their educational goals to take Counseling 62, Introduction to Career Development.

Complete a Career & Technical Education (CTE) Certificate

Career and Technical Education (CTE) certificate programs focus on training students in the technical and soft skills necessary to help them become productive citizens. CTE programs prepare students for employment in current or emerging jobs. Hands-on training and relevant and engaging classes at SRJC train students for a wide range of high-wage, high skill, high demand careers and/or further educational opportunities.

CTE offers valuable preparation for the world of work:

- Learning new skills for a rewarding career
- Advancing professional career skills
- Changing a career
- Starting career training in high school
- Starting or expanding a business
- Improving an employees’ business performance

Career & Technical Education offers 137 job training programs, and 63 related Associate Degrees, preparing students for jobs like:

- Administrative Assistant
- Automotive Technician
- Baker
- Bookkeeper
- Costume Designer
- Dental Assistant
- EMT-Paramedic
- Firefighter
- Graphic Artist
- Landscaper
- Nurse
- Park Ranger
- Pharmacy Technician
- Police Officer
- Preschool Teacher
- Veterinary Technician
- Vineyard Manager
- Web Site Designer
- Welder

View a detailed list of requirements for Career & Technical Education programs at www.santarosa.edu by selecting Academics and then Certificate Programs.

For more information visit the website: http://cte.santarosa.edu/
An Associate's Degree is the first level in the hierarchy of college degrees. You can earn an Associate Degree in Arts (AA) or Sciences (AS) at SRJC. Some majors lead to the AA and others, such as in the science fields, lead to an AS, but they are essentially the same level degree. While beneficial, an Associate Degree is not required to transfer.

The requirements for an Associate Degree include completion of all three listed below:

1.) General Education (GE) Requirements, which can be met with completion of ONE of the three different GE patterns:
   - **Option A** (23 units): This option is generally used for students not transferring to a University. Many CTE programs at SRJC offer an Associate Degree, and Option A would be the appropriate GE pattern for these programs.
   - **Option B** (39 units): Also known as the CSU GE pattern, this option is for students transferring to one of the California State Universities.
   - **Option C** (34-40 units): Also known as IGETC, this option is ideal for students transferring to a UC school, and is also accepted at CSUs and many out-of-state and private Universities.

2. Major Requirements

Completion of an SRJC approved major course of study of at least 18 college-level units. A course may be used to satisfy both a GE requirement and a major requirement. A complete list of approved majors is available at www.santarosa.edu/majors. The major requirements for an Associate Degree may differ from the major requirements to prepare for the same major at a University.

3. Unit Requirement

A minimum of 60 college-level (courses numbered 1-299) units. This may include classes used to meet GE, major, certificate requirements, or elective classes.

**What is an ADT Degree?**

The Associate Degree for Transfer (ADT) is designed to prepare students for transfer to the CSU system and earn an Associate Degree using the same requirements. The degree is intended to make it easier for CSU-bound students to successfully transfer by having universal lower-division major requirements for all 23 CSU campuses. Students can prepare to transfer to the CSU system using just one set of preparation courses for their major rather than having to meet different requirements for multiple campuses.

In general, the Associate Degree for Transfer offers a streamlined process for those transferring to the CSU system. There are other benefits as well:

- Guaranteed priority admission with junior status to a CSU campus with a “similar” major;
- GPA bump of .10 or .20 when applying to an impacted campus or major;
- Students can receive priority admissions to their local CSU campus to a major deemed similar to the ADT major;
- After transfer to CSU, guaranteed degree completion within 60 semester units at the CSU

Requirements for an ADT include:

- Completion of Option B or C GE pattern
- Completion of the courses required for the specific ADT major
- Completion of 60 CSU-transferable units (courses numbered 1-99);
- 2.0 GPA (Note: student's GPA will need to be more competitive if applying to an impacted campus or major)

The above requirements must be completed by the end of a Spring semester if transferring in Fall.
SANTA ROSA JUNIOR COLLEGE
Associate Degree Graduation Requirements and
General Education Option A – 2015-16

☐ 60 UNITS (courses # 1-299) ☐ G.E. REQUIREMENTS ☐ RESIDENCE REQUIREMENT (12 units completed at SRJC)
☐ MAJOR REQUIREMENTS ☐ MINIMUM 2.0 GPA ☐ ENROLLMENT DURING SEMESTER OF GRADUATION

Please note that there are different GE requirements for transfer to a 4-year college or university. See page 2 for GE options and additional associate degree information. Students should consult the latest Schedule of Classes and discuss their educational plan with a counselor. For information on using Advanced Placement (AP) credit to fulfill GE requirements, see “SRJC Credit for Advanced Placement” at www.santarosa.edu/articulation.

GENERAL EDUCATION REQUIREMENTS - OPTION A
A course may be used only once to fulfill requirements in Areas A through G and Area I.

Directions: Circle or list coursework completed. Indicate if the coursework was completed at another college or through an exam.

<table>
<thead>
<tr>
<th>Area</th>
<th>Description</th>
<th>Units</th>
<th>Completed</th>
<th>Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td>Area A - English Composition (Grade of C or better required to satisfy English competency)</td>
<td>4 units</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Area B - Communication and Analytical Thinking</td>
<td>3 units</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Physical Sciences: ASTRON 3, 4 CHEM 1A, 1B, 4A, 4B, 60 ENV 12 GEOG 4 GEOL 1, 11, 20</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MATH 10, 11, 20, 21, 40, 41, 42</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Area C - Natural Sciences</td>
<td>3 units</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Physical Sciences: PHYS 10</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Area D - Social and Behavioral Sciences</td>
<td>3 units</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Behavioral Sciences: ANTHRO 2, 30</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Area E - Humanities</td>
<td>3 units</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fine Arts and Humanities: ANTHRO 31, 43</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ART 1.1, 1.2, 2.1, 2.2, 2.3, 3, 7, 15</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Area F - American Institutions</td>
<td>3 units</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Courses may not be double-counted in Areas D or G</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Area G - American Cultures/Ethnic Studies</td>
<td>3 units</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>American Cultures: AJ 25 ANTHRO 21</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ethnic Studies: ANTHRO 31, 32, 34, 43</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Area H - Global Perspectives and Environmental Literacy</td>
<td>(Effective Fall 2004) (3 units)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Global Perspectives: ANTHRO 2, 30 ART 1.1, 1.2</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Environmental Literacy: ANTHRO 1 B10 15</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Area I - Information Literacy</td>
<td>(Effective Fall 2002)</td>
<td>1 unit</td>
<td></td>
<td></td>
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<tr>
<td>LIR 10, 30</td>
<td></td>
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</tbody>
</table>

Mathematics Competency Requirement
1. Complete an approved Area B mathematics course with a grade of C or better (or P), or
2. Achieve a satisfactory score on the Intermediate Algebra Competency Exam (ACE).
**Catalog Rights**
Graduation requirements for an associate degree are determined according to the Catalog in effect at the time of initial enrollment. In order to maintain catalog rights, a student must be in continuous enrollment; that is, enrollment in at least one credit course during each successive academic year. For the purpose of catalog rights, the academic year begins each fall and ends with the subsequent summer session. When a break in enrollment occurs, graduation requirements are determined according to the Catalog in effect when enrollment is resumed. Students may choose to graduate under the Catalog requirements in effect at the time of the petition to graduate.

**Unit Requirement**
Complete 60 or more units in courses numbered 1-299. Plan your course of study carefully with a counselor.

**Residence Requirement**
Enrollment during the semester in which the degree is granted. A minimum of 12 units must be completed at Santa Rosa Junior College.

**Scholarship Requirement**
A grade point average (GPA) of 2.00 (C) or better in all Santa Rosa Junior College and transferred coursework submitted toward the degree. For students admitted Fall 2009 or thereafter, a grade of C or better (or P) is required for each course applied toward the major.

**Major Requirements**
Complete a major course of study of at least 18 college units from the Santa Rosa Junior College list of approved majors. A course may be used to satisfy both a General Education requirement and a major requirement (Title 5, 55806). Within the major, a course may be used only one time to meet a major requirement. Major programs are listed in the college catalog; the most current list of majors is available at the SRJC website www.santarosa.edu/majors.

**General Education Requirements**
Students have three options in meeting the General Education requirements toward earning an Associate in Arts or an Associate in Science degree at Santa Rosa Junior College:
- Option A – Complete 23 units of general education credits as outlined by the Santa Rosa Junior College catalog, or
- Option B – Complete the California State University (CSU) General Education-Breadth requirements (full certification), or
- Option C – Complete the Intersegmental General Education Transfer Curriculum (IGETC) (full certification).

**English Competency Requirement beginning Fall 2009**
Complete ENGL 1A with a grade of C or better.

**Mathematics Competency Requirement for Option A beginning Fall 2009**
1. Complete an approved Area B mathematics course with a grade of C or better (or P), or
2. Achieve a satisfactory score on the Intermediate Algebra Competency Exam (ACE).

**Continuing or Returning Students**
Students enrolled prior to Fall 2009 should consult with a counselor for other possible options to demonstrate English and/or Math Competency.

**Degree Honors**
Degree honors are determined by the student’s overall grade point average and include transfer work submitted to SRJC. A student who has maintained a GPA between 3.20 and 3.39 will be graduated with honors; 3.40 and 3.59, with high honors; and 3.60 or higher, with highest honors.

**Multiple Majors**
It is possible for a student to be awarded more than one major upon graduation, providing that all requirements are met for each major. For multiple majors, a single diploma with all majors listed will be issued. If one major leads to an Associate in Arts and the other to an Associate in Science, two diplomas will be issued.

**Associate Degree for Transfer (AA-T or AS-T)** [http://portal.santarosa.edu/SRWeb/ProgramOfStudyDegrees.aspx](http://portal.santarosa.edu/SRWeb/ProgramOfStudyDegrees.aspx)
The Associate of Arts for Transfer (AA-T) and Associate of Science for Transfer (AS-T) are designed to prepare students for transfer to the CSU system and earn an Associate Degree using the same requirements. Associate Degrees for Transfer offer a streamlined process for CSU transfer and other benefits. Please check with a counselor for specific information. Requirements must be completed by the end of a spring semester if transferring in fall. Also, please note that a higher GPA is generally required for majors declared impacted or in high demand.
- Complete 60 semester units that are eligible for transfer to the CSU, including both of the following:
  1. GE Pattern Option B (CSU GE-Breadth requirements) or GE Pattern Option (IGETC), and
  2. The minimum degree specific semester units as required for each AA-T or AS-T major.
- Obtain an overall minimum GPA of 2.0.
- Earn a grade of “C” or better in all courses required for the AA-T or AS-T major.

Please discuss your education plan with a counselor. Students are encouraged to apply for the associate degree the semester prior to graduation. Petitions may be obtained in the Office of Admissions, Records, and Enrollment Department.
Get on Track!

Prepare to Transfer

Transfer Process

Student enters Santa Rosa Junior College with plans to transfer to a college or university.

UPPER DIVISION

120 Units

Senior

90 Units

Junior

60 Units

Sophomore

LOWER DIVISION

30 Units

Freshman

0 Units

UPPER DIVISION

Upper Division Major Courses
Upper Division GE Courses
Minor or Elective Courses

60+ Transferable Units

LOWER DIVISION

Major Preparation Courses
General Education Courses
Elective Courses

SRJC Associate Degree
60 Units

Student receives Bachelor’s Degree
120+Units
**Prepare to Transfer**

<table>
<thead>
<tr>
<th><strong>TRANSFER OPTIONS</strong></th>
<th><strong>Out Of State Colleges And Universities</strong></th>
<th><strong>Independent California Colleges &amp; Universities (75 campuses)</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>The University Of California (UC) (10 campuses)</td>
<td>The California State Universities (CSU) (23 campuses)</td>
<td>The California Community Colleges (CCC) (112 colleges)</td>
</tr>
</tbody>
</table>

*Minimum Eligibility for Transferring Students*

- 60 transferable units
- 2.4 GPA
- 2 English comp courses
- 1 transferable math course
- 4 additional courses from at least 2 of the following subject areas: arts & humanities, social and behavioral sciences, physical & biological sciences.

- 60 transferable units
- 2.0 GPA
- 30 units of General Education, completed with grades of “C” or better, which must include: all of area A: (Speech, Composition, Critical Thinking) and B4 (Quantitative Reasoning).

Open to all students who have either graduated from high school (high school equivalency okay) OR are 18 years of age or over at the time of admissions

Refer to individual college catalog

OR

See the Guide for California Independent Colleges & Universities (www.aicc.edu/research-and-publications/the-guide/)

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**Academic Calendar**

<table>
<thead>
<tr>
<th>Berkeley</th>
<th>Bakersfield</th>
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<tbody>
<tr>
<td>Davis</td>
<td>Channel Islands</td>
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<tr>
<td>Irvine</td>
<td>Chico</td>
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<tr>
<td>Los Angeles</td>
<td>Dominguez Hills</td>
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<tr>
<td>Merced</td>
<td>Fresno</td>
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<td>Riverside</td>
<td>Fullerton</td>
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<td>San Francisco</td>
<td>Hayward</td>
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<td>San Diego</td>
<td>Humboldt</td>
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<td>Santa Barbara</td>
<td>Long Beach</td>
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<td>Santa Cruz</td>
<td>Los Angeles</td>
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<td>Maritime Academy</td>
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<td>Monterey Bay</td>
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<td>Northridge</td>
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<td>Pomona</td>
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<td>San Luis Obispo</td>
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<td>San Marcos</td>
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<td>Sonoma</td>
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<td></td>
<td>Stanislaus</td>
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</tbody>
</table>

**Degrees Granted**

- Bachelor’s and master’s, doctorates, professional
- Bachelor’s, master’s, and doctorates
- Associate degree
- Associate, bachelor’s, master’s, doctorates, professional (varies from campus to campus)

**Campus Options**

Research materials such as directories and catalogs are available in the Transfer Center at the Santa Rosa Campus and in the Counseling Department on the Petaluma Campus. An SRJC counselor can help you prepare for admission to independent and out-of-state schools.

* Although CSU and UC give admission priority to eligible CCC transfer students, minimum eligibility does not guarantee admission. Selective campuses and majors will look closely at GPA and major preparation. It is important to work closely with an SRJC counselor to prepare for transfer.

![29](image-url)
### CSU Minimum Eligibility Requirements

<table>
<thead>
<tr>
<th>Completed</th>
<th>Remaining</th>
</tr>
</thead>
</table>
| • 60 CSU-transferable units *(effective Fall 2005)*  
(SRJC courses numbered 1-99 + PE courses) | |
| • 30 CSU-transferable units of General Education, 
completed with grades of “C” or better (at SRJC can be “CR”), which must include: | |
| ➢ All of Area A (speech, English composition, 
critical thinking) and | |
| ➢ Area B4 (quantitative reasoning) | |
|   *Note: Many CSUs now require that these four courses 
be completed by Spring for Fall transfer, by Summer 
for Spring transfer.* | |
| • 2.0 GPA for California residents. | |
| • Apply during the period when the CSU is open to admissions. | |

### CSU Recommended Transfer Guidelines

<table>
<thead>
<tr>
<th>Completed</th>
<th>Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td>• 60 CSU-transferable units for full junior standing</td>
<td></td>
</tr>
<tr>
<td>• 39 CSU-transferable GE units completed and certified, of which 30 units (including all of Areas A and B4) must be with a “C” or better.</td>
<td></td>
</tr>
<tr>
<td>• Lower division major preparation done</td>
<td></td>
</tr>
</tbody>
</table>
| • 3.0 GPA  
Impacted majors and popular campuses may use additional “selection criteria”, including a higher GPA and specific preparation. See the list of impacted majors at [www.calstate.edu/SAS/impactioninfo.shtml](http://www.calstate.edu/SAS/impactioninfo.shtml) | |
| • Apply early in the CSU priority application period at CSU Mentor ([www.csumentor.edu](http://www.csumentor.edu)) | |

*Note: To graduate from a CSU, students are required to complete at least 9 units of upper division GE after transfer. Students cannot complete all GE required for graduation from a CSU at SRJC.*

*Your SRJC counselor can assist you with a specific academic plan to fulfill the requirements for transfer. Call the Santa Rosa Campus (527-4451), the Petaluma Campus (778-3914) or the Transfer Center (527-4874).*
## UC Minimum Transfer Eligibility Requirements

<table>
<thead>
<tr>
<th>Completed</th>
<th>Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td>• <em><em>60 UC-transferable</em> units</em>*&lt;br&gt;Note: The UC will accept SRJC courses numbered 1-49. UC grants a maximum of 4 semester units of credit for appropriate PE Activity courses. Students should not count credit earned for selected topics (48) or special studies (49) toward the 60 units required for admission. These courses will be evaluated by the UC campus after admission.</td>
<td></td>
</tr>
<tr>
<td>• <strong>7 UC-transferable GE courses</strong>, completed with grades of “C” or better (at SRJC can be “CR”), and comprised of</td>
<td></td>
</tr>
<tr>
<td>➢ 2 courses in English Composition</td>
<td></td>
</tr>
<tr>
<td>➢ 1 course in Mathematical Concepts/Quantitative Reasoning</td>
<td></td>
</tr>
<tr>
<td>➢ 4 additional courses from at least two of the following disciplines: Arts &amp; Humanities; Social/Behavioral Sciences; Physical/Biological Sciences</td>
<td></td>
</tr>
<tr>
<td>• <strong>2.4 GPA for California residents</strong></td>
<td></td>
</tr>
<tr>
<td>• <strong>Apply for admission during the priority filing period at UC Admissions (admissions.universityofcalifornia.edu)</strong></td>
<td></td>
</tr>
</tbody>
</table>

## UC Realistic Transfer Selection Criteria

<table>
<thead>
<tr>
<th>Completed</th>
<th>Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td>• <em><em>60 UC-transferable</em> units</em>* (see note above)</td>
<td></td>
</tr>
<tr>
<td>• Lower division major preparation completed</td>
<td></td>
</tr>
<tr>
<td>• IGETC or campus-specific GE completed&lt;br&gt;(for low-unit majors) OR <strong>the 7 required GE courses</strong> above (high-unit majors)</td>
<td></td>
</tr>
<tr>
<td>• <strong>3.0+ GPA for California residents</strong>&lt;br&gt;(may be higher for impacted majors)</td>
<td></td>
</tr>
<tr>
<td>• <strong>Apply for admission during the priority filing period at UC Admissions (admissions.universityofcalifornia.edu)</strong></td>
<td></td>
</tr>
</tbody>
</table>

*Refer to the SRJC/UC Transferable Course Agreement found on www.assist.org.*

Students should place highest priority on achieving minimum transfer eligibility and on completing courses for their majors, not on completing GE. Full completion of GE is not required for admission; it is required for graduation from UC.

Some majors require that students complete specific courses before they transfer. When UC campuses receive more applications than they have room to admit, they typically select the applicants who are most prepared for their majors.

Students should work with a SRJC counselor and a UC advisor to know how to prepare for their majors. This consultation also will help students decide which version of GE to complete.
**CSU General Education-Breadth Requirements and Associate Degree Option B – 2015-16**

SRJC will certify completion of 39 units of the 48-unit GE requirement for graduation from the CSU for students meeting the following pattern. The remaining nine units must be in the upper division of the degree granting institution. A minimum of 30 units in GE, including all of Areas A and B4, with grades of C or better in each course must be completed prior to transfer. P is acceptable (at SRJC P = “C” grade or better).

<table>
<thead>
<tr>
<th>AREA A: English Language Communication and Critical Thinking: 9 units</th>
<th>COMPLETED</th>
<th>REMAINING</th>
</tr>
</thead>
<tbody>
<tr>
<td>One course required from each subarea A1, A2, and A3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A1. Oral Communication</td>
<td>SPCH 1A, 60</td>
<td></td>
</tr>
<tr>
<td>A2. Written Communication</td>
<td>ENGL 1A</td>
<td></td>
</tr>
<tr>
<td>A3. Critical Thinking</td>
<td>ENGL 5, PHIL 3, 5, SPCH 3A, 9</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>AREA B: Scientific Inquiry and Quantitative Reasoning: 9 units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Complete one course from each subarea B1, B2, and B4 plus B3 laboratory activity related to one of the completed science courses</td>
</tr>
</tbody>
</table>

| B1. Physical Science | ASTRON 3 (3L*), 4 (4L*), (12#9) CHEM 1A* 1B*, 4A*, 4B*, 8*, 12A*[S00], 12B*[S00], 42* ENV 12 GEOG 4 GEOL 1 (1L*), 11[F07], 20 METRO 10, (10L*) PHYS 1, 10 (10L*), 11*, 20 (20L*), 21 (21L*), 40*, 41*, 42*, 43 PHYSIC 21* AP or IB |

| B2. Life Science | AGRI 10, 20*, ANAT 1*, 40* ANTHRO 1 (1L*) BIO 2.1*, 2.2*, 2.3*, 10*, 12, 13, 16, 25*, 26* BOTANY 10*, 60* MICRO 5*, 60* NRM 12+, 51* PHYSIO 1* + NRM 12 - units may count in only one area. AP or IB |

| B3. Laboratory Activity* | At least one 3-unit course from B1 or B2 must include a lab, or take a corresponding laboratory course. 8 ASTRON 12 fulfills Area B3 only if taken with Astron 3 or 4. |

| B4. Mathematics/ Quantitative Reasoning | MATH 1A, 1B, 4, 9, 10, 15, 16, 25, 27, 58 AP or IB |

<table>
<thead>
<tr>
<th>AREA C: Arts and Humanities: 9 units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Complete three courses including at least one from C1 Arts and one from C2 Humanities</td>
</tr>
</tbody>
</table>

| C1. Arts | ANTHRO 43 ART 1.1, 1.2, 2.1, 2.2, 2.3, 3, 4, 5, 7A DANCE 2 GD 15 MEDIA 4, 10, 14, 15 MUSC 6.1, 6.2, 7, 8, 9 THAR 1 2, 6 |
| C2. Humanities | ANTHRO 31[F07] ASL 1, 2, 3, 4 ARCH 2.1, 2.2, 2.3, 15 ENGL 1B, 2, 3, 7, 9, 10, 11, 12, 22, 25, 27, 29.1, 30.2, 31, 33, 36, 46.1, 46.2 HIST 1.1, 1.2, 4.1, 4.2 HUMAN 4.1, 4.2, 5, 6, 7, 8, 20, 21 INTDIS 2, 4 ITAL 39.1, 70A PHIL 6, 7, 8, 9, 10, 11, 12, 20, 21 RELS 1, 3, 6.66, 15, 21, 22, 32 SPCH 2 FREN 1 GERM 1 HEBREW 1[F09], ITAL 1, SPAN 1 and any Modern or Classical Language numbered 2, 3, 4 AP or IB |

<table>
<thead>
<tr>
<th>AREA D: Social Sciences: 9 units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Complete three courses selected from at least two different disciplines</td>
</tr>
</tbody>
</table>

| AJ 56 | AGBUS 7 ANTHRO 2, 3, 21, 30[S04], 32, 34[S01], BAD 10 CHLD 10+, 68 COMM 7, 10 COUN 20+, 74 ECON 1, 2, 12 GEOG 3, 7 HIST 5, 18.1, 18.2, 17, 17.1, 17.2, 18.1, 18.2, 20, 21, 22, 26, 30, 32 POLS 1, 2, 18, 25 PSYCH 1A, 3+[F01], 4A, 5, 7*, 8*, 30, 57+ SOCS 12, 51+[S07], 30 SOC 1, 2, 3, 10+[F11], 30 |

<table>
<thead>
<tr>
<th>AREA E: Lifelong Learning and Self-Development: 3 units</th>
</tr>
</thead>
</table>

| BAD 52 | CHLD 10+[F05], 90.1 COMM 5, 6 CNIS 92 COUN 10[F88], 20+, 53, 62, 90[F86] FDNT 10 HLE 5 KINES 53 NRM 12+[F03] PSYCH 3+, 7*, 8+, 34, 35, 40, 52, 56, 57+ SOC 10+ |

**CSU Graduation Requirement in U.S. History, Constitution and American Ideals:**

Complete two courses, one in U.S. History (US-1) and one course that fulfills both U.S. Constitution and California State & Local Government (US-2 + US-3). This CSU graduation requirement is not part of the 39-unit General Education-Breadth pattern; however, it may be completed prior to transfer. All CSUs allow these courses to double-count in Area D if certified by SRJC. AP exams in U.S. History and U.S. Government & Politics may fulfill US-1 and US-2; US-3 (California State & Local Government) cannot be met with AP credit.

**US-1:** HIST 17.1, 17.2, 18.1, 18.2, 21 **US-2 + US-3:** POLS 1

Effective terms are noted after some courses. For example, COUN 90 [F06] denotes that this course must have been completed in the Fall 2006 semester or later to meet the CSU GE requirement. F = Fall, S = Spring, Su = Summer.

For more information about using Advanced Placement (AP) credit to fulfill general education requirements, see “SRJC Credit for Advanced Placement Exams” at www.santarosa.edu/articulation.

In addition to courses in General Education, major courses may be needed prior to transfer. Please check with a counselor. For the most recent articulation information, see www assistir.org.

CSUGE/2015-16 (rev. 4/15/2015) Date: __________________________
2015-2016 NOTES ON CSU GENERAL EDUCATION-BREADTH REQUIREMENTS

Students having 60 transferable semester units with a "C" average (2.0) will be eligible to transfer to a California State University providing a minimum of 30 units in GE, including all of Areas A and B4, is completed with grades of C or better (or P). SRJC courses numbered 1 - 99 will transfer to the CSU for units. At some CSUs, GE completion may be a factor in admission to certain majors. Talk to your counselor about your major and target CSU campuses.

Completion of the CSU General Education Pattern (full certification) is one option (Option B) in meeting the General Education Requirements toward earning an Associate in Arts or an Associate in Science degree at Santa Rosa Junior College. Please refer to the Associate Degree Option A worksheet, page two, or the current SRJC Catalog for information on additional graduation requirements.

FULL Certification - Students admitted to a CSU campus with full certification may not be held to additional lower division General Education Requirements. Complete 39 lower-division semester units distributed as follows:

| AREA A | 9 UNITS | One course from each subarea: (A1) Oral Communication, (A2) Written Communication, and (A3) Critical Thinking |
| AREA B | 9 UNITS | One course from each subarea: (B1) Physical Science, (B2) Life Science, (B3) Laboratory Activity (lab may be included in the B1 or B2 course or take a corresponding lab course), and (B4) Mathematics/Quantitative Reasoning |
| AREA C | 9 UNITS | Three courses including at least one course from (C1) Arts and one course from (C2) Humanities |
| AREA D | 9 UNITS | Three courses must be selected from at least two different disciplines |
| AREA E | 3 UNITS | One course |
| **39 UNITS CERTIFIED** |

SUBJECT-AREA Certification - Completion of one or more areas as stated above.

Students admitted to a CSU campus with subject-area certification may not be held to additional lower division General Education coursework in the subject areas certified.

All students will be required to complete 9 upper division General Education units after transfer to the CSU.

Neither full certification nor subject-area certification exempts students from unmet lower division graduation requirements that may exist outside of the General Education program of the campus awarding the degree.

CSU Campus Notes

**CHICO**

Chico requires one course in each of the following areas for graduation:

- **U.S. Diversity:** AJ 21; ANTHRO 21, 32, 34, 43; CHLD 68; COMM 7; COUN 74; ENGL 31, 33; HIST 21, 22, 26, 30; HUMAN 6; PSYCH 34; RELS 32; SOC 30; THAR 6.

- **Global Cultures:** ANTHRO 2, 3, 30, 31; ART 1 1.1, 1.2; GEOG 3, 7; HIST 5, 8.1, 8.2, 33; HUMAN 20, 21, 22; INTDIS 4; MUSC 8; PHIL 8, 11; RELS 15.

- Check Chico catalog for majors that have approved GE modifications.

**EAST BAY**

College Writing II degree requirement: ENGL 18 or 5 or PHIL 5 or SPCH 9.

The following graduation requirements may also be met by upper division coursework after transfer:

- **Cultural Groups/Women:** Complete one GE course that recognizes contributions to U. S. society made by cultural groups (African Americans, Asian Americans, Latino(a) Americans, Native Americans), women, and gays/lesbians.

- **Performing Arts & Activities:** For information refer to www.assist.org -- under “By Major” see Advising Information.

**HUMBOLDT**

Diversity & Common Ground graduation requirement: One domestic course and a second either domestic or non-domestic.

- **Domestic:** ANTHRO 21, 43; ASL 5; CHLD 68; COMM 7; COUN 20, 74; ENGL 31, 33; HIST 18.1, 18.2, 21, 26, 30; HUMAN 6; INTDIS 2; PSYCH 34, 40; RELS 32; SOC 30; THAR 6.

- **Non-Domestic:** FREN 3, 4; GEOG 7; HUMAN 5, 20, 21, 22; INTDIS 4; MUSC 8; PHIL 8, 11; SPAN 3, 4.

**MONTEREY BAY**

Language Proficiency Requirement: CSUMB graduation requirements suggest that upper division transfers should have completed level 3 or higher in a second language (for example, ASL, 3, ITAL 3, FREN 3, GER 3, SPAN 3). Transfer Students entering into (and graduating from) a high unit major who are either Areas A-E complete, or who transfer into CSUMB with 60 or more units, are exempted from the language requirement. For more information, including a list of high-unit majors and other pathways to meet the requirement, see http://catalog.csumb.edu/undergrad-education/language-proficiency-requirement. Students who transfer to CSUMB with Area D fully satisfied (9 units) are not required to fulfill Community Participation.

**SACRAMENTO**

World Civilizations GE requirement will be satisfied with HIST 1.1, 1.2, 4.1 or 4.2; however, students with Area C certified prior to transfer will not be held to this requirement.

Graduation Requirements:

- **Race & Ethnicity in American Society:** Select one GE course from CHLD 68; COMM 7; COUN 74; HIST 21, 22; HUMAN 6; PHIL 9; PSYCH 34; SOC 30; THAR 6. (HIST 21 will also satisfy the U.S. History requirement.)

- **Second Semester Composition:** ENGL 1B or 5. These courses can double-count for CSU GE.

- **Foreign Language Proficiency** can be met with coursework or proficiency test (Consult an SRJC counselor for options). For more information see http://catalog.csus.edu/12-14/first%20100%20pages/baccalaureaterequirements.html#BD.

**SAN DIEGO**

For admission consideration, upper division transfers must be fully GE certified and complete all major preparation courses listed in the SDSU catalog. For graduation, majors leading to the Bachelor of Arts in liberal arts & sciences require foreign language competency at the 3rd college semester or 4th-year high school level in one foreign language or by exam. The Bachelor of Music and the Bachelor of Fine Arts in Dance also require completion of college level language courses. See the SDSU catalog under “Graduation Requirements” for details on required language proficiency levels and special conditions for certain majors.

**SAN FRANCISCO**

For admission consideration, upper division transfers must be fully GE certified and complete all major preparation courses listed in the SFSU catalog. For graduation, majors leading to the Bachelor of Arts in liberal arts & sciences require foreign language competency at the 3rd college semester or 4th-year high school level in one foreign language or by exam. The Bachelor of Music and the Bachelor of Fine Arts in Dance also require completion of college level language courses. See the SFSU catalog under “Graduation Requirements” for details on required language proficiency levels and special conditions for certain majors.

**SAN JOSE**

English: ENGL 1B or 5 or PHIL 5 or SPCH 9 meets a prerequisite for upper division writing.

Completion of Area E before transfer to SJSU is recommended.

**CAL POLY SLO**

United States Cultural Pluralism graduation requirement: HIST 21 or MUSC 9.

**SONOMA**

Ethnic Studies: One course from ANTHRO 21, 32, 34, 43; ENGL 31, 33; HIST 21, 22, 26, 30; HUMAN 6; PSYCH 34; SOC 30.

Students may include an additional course in Area B at SRJC and take an upper division Area E course after transfer.

**ENGR MAJORS**

Engineering majors transferring to Chico, Fresno, Humboldt, Los Angeles, Northridge, Sacramento, San Francisco, San Jose, or Cal Poly SLO are not required to complete Area A3 - Critical Thinking for admission.** Please consult individual university catalogs for other GE modifications for Engineering majors.

**VETERANS**

All CSU campuses have elected to honor GE Breadth transfer certifications that clear Area E Lifelong Learning with a DD-214.

CSGE/2015-16 page 2 (rev. 4/15/2015) ** See a counselor about how this effects completion of Associate Degree requirements.
### Area 1 - English Communication

**CSU** – Three courses required, one each from 1A, 1B, and 1C  
**UC** – Two courses required, one each from 1A and 1B  

<table>
<thead>
<tr>
<th>1A English Composition:</th>
<th>One course, 3 semester/4 - 5 quarter units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1A</td>
<td><em>AP or IB</em></td>
</tr>
<tr>
<td>1B Critical Thinking – English Composition:</td>
<td>One course, 3 semester/4 - 5 quarter units</td>
</tr>
<tr>
<td>ENGL 5[F93], PHIL 5, SPCH 5[F95]</td>
<td><em>AP or IB</em></td>
</tr>
<tr>
<td>1C Oral Communication:</td>
<td>(Required for CSU only) One course, 3 semester/4 - 5 quarter units</td>
</tr>
<tr>
<td>SPCH 1A</td>
<td><em>AP or IB</em></td>
</tr>
</tbody>
</table>

### Area 2 - Mathematical Concepts and Quantitative Reasoning

One course, 3 semester/4 - 5 quarter units  

| MATH 1A, 1B, 4, 9, 10, 15[F93], 16*, 25*, 27[F98] | *AP or IB* |  

### Area 3 - Arts and Humanities

9 semester/12 - 15 quarter units  

**Area 3A Arts:**  
- ANTHRO 43  
- ART 1.1[F97], 1.2[F97], 2.1, 2.2, 2.3, 3, 4  
- DANCE 2[F95]  
- GD 15  
- MEDIA 4*, 10, 14, 15  
- MUSC 6.1, 6.2, 7, 8, 9  
- THAR 1, 2[F98], 6[F97]  

**Area 3B Humanities:**  
- ANTHRO 31  
- ART 1, 2, 2.2, 2.3, 15[F98]  
- ENGL 1[F95], 2, 3[F93], 9, 10, 11, 12[F94], 22, 25[F94], 27, 30.1, 30.2, 31[F93], 33, 36, 46.1, 46.2  
- FREN 1  
- GERMAN 2  
- HEBREW 2  
- HIST 1.1[F94], 1.2[F94], 4.1, 4.2  
- HUMAN 4.1, 4.2, 5, 6, 7.6, 8, 20, 21, 22  
- INTDIS 2[F99], 4  
- ITAL 1, 2, 3, 4, 39 1  
- PHIL 6, 7, 8, 9[F97], 10, 11, 12[F97], 20, 21  
- RELS 1, 3, 6, 66, 15, 21, 22, 32[F97]  
- SPAN 2, 3, 4  

**Third course chosen from 3A or 3B**  

### Area 4 - Social and Behavioral Sciences

9 semester/12 - 15 quarter units  

**Area 4A Social Sciences:**  
- ANTHRO 2, 3, 21, 30[F97], 32, 34[F108]  
- CHLD 10[F92]*  
- COMM 7[F95], 10*  
- COUN 20[F97]  
- ECON 1, 2, 12  
- GEOG 3, 7  
- HIST 5, 8.1, 8.2, 17.1*, 17.2*, 18.1[F94]*, 18.2[F94]*, 20[F92], 21[F93], 22[F92], 26, 30, 33[F96]  
- POLS 1, 2, 18, 25  
- PSYCH 1A, 3, 4*, 5[F95], 7, 8, 30, 34*, 35, 40  
- SOCS 12  
- SOCI 1, 2, 3, 10, 30*  

**Area 4B Behavioral Sciences:**  
- ANTHRO 2, 3, 21, 30[F97], 32, 34[F108], 12[F108]  
- ENVNS 12[F98]  
- GEOG 4, 7[L]  
- GEOL 1[1L], 11[F97], 20  
- METRO 10[10L]  
- PHYS 10*(10L)*, 11[L]*, 20*(20L)*, 21*(21L)*, 40[L]*, 41(L)*, 42(L)*  
- PHYSIC 21(L)  

**Area 5 - Physical and Biological Sciences**  
- 7 - 9 semester/9 - 12 quarter units  

**Area 5A Physical Science:**  
- ASTRON 3(3L)[F98], 4(4L)[F98], 12L*)  
- ENVNS 12[F98]  
- GEOG 4, 7[L]  
- GEOL 1[1L], 11[F97], 20  
- METRO 10[10L]  
- PHYS 10*(10L)*, 11[L]*, 20*(20L)*, 21*(21L)*, 40[L]*, 41(L)*, 42(L)*  
- PHYSIC 21(L)  

**Area 5B Biological Science:**  
- ANAT 1[L], 40[L]  
- ANTHRO 1(1L)  
- BIO 2.1(L), 2.2(L), 2.3(L), 10*(L), 12, 13, 25(L)  
- BOTANY 10(L)  
- MICRO 5(L)  
- PHYSIO 1(L)  

**Area 5C Laboratory Science Requirement:**  
- At least one course from 5A or 5B must incorporate a laboratory component or take a corresponding lab course. Lab courses that fulfill 5C are indicated by (L).  

**6A Language Other Than English**  
- (Required for UC certification only)  
- Complete one of the following to demonstrate proficiency in a language other than English:  
- One of these courses at SRJC:  
  - ASL 1[F96]  
  - FREN 1  
  - GERM 1  
  - HEBREW 1  
  - ITAL 1  
  - SPAN 1  
- (Completion of an advanced course, such as FREN 2 or SPAN 3, validates proficiency and can be used to clear this area.)  
- Two years of high school coursework in one language other than English with a final term grade of “C-” or better  
- Score of 3 or higher on a College Board Advanced Placement (AP) Exam in a language other than English  
- SAT Subject Test in languages other than English (see a counselor for required scores)  
- Score of 5 or higher on an International Baccalaureate (IB) Higher Level Exam in a language other than English  
- Score of 3 or higher on a College Board Advanced Placement (AP) Exam in a language other than English  
- SAT Subject Test in languages other than English (see a counselor for required scores)  
- AP or IB ________  

### CSU Graduation Requirement in U.S. History, Constitution, and American Ideals

CSU transfer students complete two courses, one course in U.S. History (US-1) and one course that fulfills both U.S. Constitution and California State & Local Government (US-2 + US-3). This CSU graduation requirement is not part of IGETC; however, it may be completed prior to transfer. All CSUs allow these courses to double-count in Area 4 if certified by SRJC. AP exams in U.S. History and U.S. Government & Politics may fulfill US-1 and US-2, while U.S. (California State & Local Government) cannot be met with AP credit.

- US-1: HIST 17.1, 17.2, 18.1, 18.2, 21  

* Transfer credit may be limited by the UC. Please consult with a counselor. See [www.santarosa.edu/articulation](http://www.santarosa.edu/articulation) and click on “UC Limitations of Transfer Credit”.  

Effective terms are noted after some courses. For example, ENGL 5[F93] denotes that this course must have been completed in the Fall 1993 semester or later to meet the IGETC requirement.  

F = Fall, S = Spring

IGETC/2014-16 (rev. 4/15/2015)

Date: ___________________
2014-2015 IGETC NOTES

- Completion of all requirements in the Intersegmental General Education Transfer Curriculum (IGETC) will permit a student to transfer from a community college to a campus in either the California State University or University of California system without the need, after transfer, to take additional lower-division General Education courses to satisfy campus General Education requirements.

- Completion of the IGETC (full certification) is one option (Option C) in meeting the General Education requirements toward earning an Associate in Arts or an Associate in Science degree at SRJC. Please refer to the Associate Degree Option A worksheet, page two, or the current SRJC Catalog for information on additional graduation requirements.

- Completion of the IGETC is not a requirement for transfer to the CSU or UC (see CSU or UC Minimum Transfer Eligibility Requirements under “Transfer Center” in the current SRJC Catalog - www.santarosa.edu/schedules/college_catalog), nor is it the only way to fulfill the lower-division General Education requirements of the CSU or UC prior to transfer. Depending on a student’s major and field of interest, the student may find it advantageous to take courses fulfilling the CSU’s GE-Breadth requirements or those of the specific UC campus or college to which the student plans to transfer. It should also be noted that there might be other CSU or UC graduation requirements in addition to IGETC.

- On UC campuses, some colleges or schools do not accept the IGETC as complete fulfillment of lower division breadth. In addition, the IGETC is not recommended for some majors. Please talk to your counselor about your major and target UC campuses. For the most recent articulation information, see www.assist.org.

- Courses from other California community colleges can be used for the IGETC, if they have been approved for IGETC at that college. SRJC must apply the course to the same area as the other community college at which it was completed.

- Advanced Placement (AP) test scores of 3 or better can be used to clear one course requirement per exam with the exception of Language Other Than English. AP credit will not fulfill Area 1-B critical thinking/composition (or 1-C oral communication, required by CSU only). UC transfers who will not complete the IGETC are strongly encouraged to consult with a counselor about campus specific provisions for AP credit. For more information on using Advanced Placement (AP) credit to fulfill general education requirements, see “SRJC Credit for Advanced Placement Exams” at www.santarosa.edu/articulation.

- International Baccalaureate (IB) scores of 5, 6, or 7 on some Higher Level exams may fulfill IGETC requirements except in Areas 1 and 5C lab.

- The Laboratory science requirement must correspond to one of the lecture physical or biological science courses taken to fulfill the IGETC requirement. A student cannot use lecture courses in two subjects and a laboratory in a third subject.

- The course requirements for all areas must be completed in order to be fully certified. All courses must be completed with grades of “C” or better or “P”. (At SRJC, P = C grade or better.)

- Partial certification, completing all but two (2) courses on the IGETC pattern, may be an option for some but not all students. Certain university programs may require full certification. Also, please note that minimum eligibility requirements must still be met. If you are considering partial completion, please discuss it with a counselor. There are several ways to complete the missing courses after transfer.

- IGETC for STEM (Science, Technology, Engineering, Math) applies only to specified Associate Degrees for Transfer (AS-T) in Chemistry and Biology, primarily designed for transfer to the CSU. Students may choose to complete IGETC for STEM if the AS-T program explicitly designates the option. To keep the degree within 60 units, the IGETC for STEM pattern requires one less class in Area 3 and one less class in Area 4, which will be completed after transfer. Please see a counselor for details. NOTE SRJC does not currently have ADT’s approved in Chemistry or Biology.

- Students must file a request for certification of the IGETC with the Office of Admissions, Records, & Enrollment Development.

<table>
<thead>
<tr>
<th>UC Campus Notes:</th>
<th>The University of California will accept SRJC courses numbered 1 - 49. However, students should not count credit earned for special topics (48) or independent study (49) toward the 60 units required for admission. The UC campus will evaluate these courses after admission. For the most recent list of UC transferable SRJC courses, see <a href="http://www.assist.org">www.assist.org</a>.</th>
</tr>
</thead>
<tbody>
<tr>
<td>UC Berkeley</td>
<td>IGETC is acceptable for all majors in the College of Letters and Science. IGETC is accepted in the College of Natural Resources; however, specific lower-division major requirements must still be satisfied. The College of Environmental Design accepts IGETC with full certification to fulfill CED’s breadth requirements. The Haas School of Business does not accept IGETC. IGETC is not appropriate for the colleges of Engineering and Chemistry. Check with the college or visit <a href="http://www.assist.org">www.assist.org</a> for more information.</td>
</tr>
<tr>
<td>UC Davis</td>
<td>All undergraduate colleges accept IGETC. However, Bachelor of Science degrees and high-unit majors often have many courses of lower-division preparation. In these cases, IGETC is not recommended, and the UCD GE pattern is the better choice.</td>
</tr>
<tr>
<td>UC Irvine</td>
<td>All schools accept IGETC. However, selection by the campus is based on demonstrated academic achievement and preparation for the intended major. IGETC may not be ideal for students transferring in engineering, mathematics, or science majors.</td>
</tr>
<tr>
<td>UCLA</td>
<td>The School of Engineering &amp; Applied Science does not accept IGETC. The College of Letters &amp; Science and the School of Arts &amp; Architecture strongly encourages California community college students to complete IGETC. IGETC certification is required for admission to the Generic/Pre-licensure Nursing program. The School of Theater, Film &amp; Television requires completion of either the School’s GE requirements or IGETC for admission.</td>
</tr>
<tr>
<td>UC Merced</td>
<td>The School of Engineering and the School of Natural Sciences do not recommend IGETC. The School of Social Sciences, Humanities, and Arts strongly recommends completion of IGETC to meet general education requirements.</td>
</tr>
<tr>
<td>UC Riverside</td>
<td>The College of Engineering accepts IGETC, but additional breadth coursework may be required after enrollment. The College of Natural &amp; Agricultural Sciences does not accept IGETC. The College of Humanities, Arts, &amp; Social Sciences accepts IGETC. Business Administration majors must complete IGETC (recommended) or the UCR breadth pattern for the College of Humanities, Arts, &amp; Social Sciences.</td>
</tr>
<tr>
<td>UC San Diego</td>
<td>IGETC is accepted by John Muir, Earl Warren, Sixth and Thurgood Marshall colleges. Although IGETC is accepted at Eleanor Roosevelt and Revelle Colleges; some additional coursework may be required after enrollment.</td>
</tr>
<tr>
<td>UC Santa Barbara</td>
<td>IGETC is accepted by the College of Letters &amp; Science and the College of Creative Studies. For the College of Engineering, IGETC may be used to substitute for most GE requirements, and students may wish to choose IGETC courses that concurrently satisfy a &quot;depth requirement&quot; prior to transfer with a year-long sequence in the history of world civilization, Western civilization, United States, Western philosophy, or Western art, or with upper division coursework after transfer.</td>
</tr>
<tr>
<td>UC Santa Cruz</td>
<td>IGETC is not appropriate preparation for the School of Engineering or any major in the physical and biological sciences.</td>
</tr>
</tbody>
</table>

IGETC/2015-16 page 2 (rev. 4/15/2015)
Take Charge!

Make An Education Plan
Why Choose College
Learning Communities & Early Success
Student Conduct Standards & Student Complaints
Your Personal Safety
Academic Integrity & Your Grades
Choose To Be A Successful Student
Manage Time
**Make an Education Plan**

An education plan is like a road map, showing a student the path to achieving his/her educational goals. Each student should meet with a counselor to develop an education plan before starting at Santa Rosa Junior College and should check in frequently along the way to make adjustments and monitor progress. While creating an education plan, the student and counselor will consider educational options together, review requirements, and select appropriate courses.

**Ideas for the First Semester**

<table>
<thead>
<tr>
<th>Transfer Program</th>
<th>Occupational or Career Technical Education (CTE) Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Major known)</td>
<td></td>
</tr>
<tr>
<td>• English Class</td>
<td>• CTE Course</td>
</tr>
<tr>
<td>• Math Class</td>
<td>• CTE Course</td>
</tr>
<tr>
<td>• General Ed Class</td>
<td>• CTE Course</td>
</tr>
<tr>
<td>• General Ed or Elective</td>
<td>• General Ed or Elective</td>
</tr>
</tbody>
</table>

**Undecided Student Program**

- English class
- Math class
- Coun 62, Intro to Career Development

**To make a list of other possible courses, look in the Schedule of Classes to find:**

- Courses that look interesting
- Beginning courses in a subject area
- Courses to improve basic skills like English and math (College Skills)
- Courses that meet General Education requirements for the associate degree and/or transfer
- Courses to strengthen computer and research skills from the following departments: Computer Studies (CS) and Library and Information Sciences (LIR)

**Other course possibilities might include:**

- Coun 10 First Year Experience - 3 units
- Coun 53 College Survival Techniques - 3 units
- Coun 60 Effective Study Workshop - 1 units
- Coun 62 Intro to Career Development - 3 units
- Coun 80 Understanding the Transfer Process - 1 units
- Coun 355 College Preparation Skills - 3 units
- Work Experience or Community Involvement - 1 to 6 units
My Education Plan

### Fall 2014

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>AJ 21</td>
<td>3.00</td>
<td>m</td>
</tr>
<tr>
<td>AJ 25</td>
<td>3.00</td>
<td>m</td>
</tr>
<tr>
<td>ENGL 1A</td>
<td>4.00</td>
<td>g</td>
</tr>
<tr>
<td>COUN 10</td>
<td>3.00</td>
<td>g</td>
</tr>
<tr>
<td><strong>Total Units:</strong></td>
<td><strong>13.00</strong></td>
<td></td>
</tr>
</tbody>
</table>

### Spring 2015

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>AJ 22</td>
<td>3.00</td>
<td>m</td>
</tr>
<tr>
<td>AJ 70</td>
<td>3.00</td>
<td>m</td>
</tr>
<tr>
<td>CSU GE Area A3</td>
<td>3.00</td>
<td>g</td>
</tr>
<tr>
<td>MATH 15</td>
<td>4.00</td>
<td>g</td>
</tr>
<tr>
<td><strong>Total Units:</strong></td>
<td><strong>13.00</strong></td>
<td></td>
</tr>
</tbody>
</table>

Please note: SRJC program and transfer requirements are subject to change. Check requirements regularly. This plan may also be affected by course availability.
Why Choose College?

Some students have a clear idea of why to attend college. Maybe they are working towards a career goal or they simply enjoy gaining knowledge. Others may be in college because of family expectations. How are your values and family background influencing your decisions to attend college?

1. The main reason I will be attending SRJC in the fall is ____________________________
   ____________________________________________________________________________
   ____________________________________________________________________________.

2. If I were not going to college in the fall, I would rather be ____________________________
   ____________________________________________________________________________
   ____________________________________________________________________________.

3. If I had the money and could do anything I wanted to do this year, I would __________
   ____________________________________________________________________________
   ____________________________________________________________________________.

4. Considering the influence of my parents and others I’d say my decision to go to college has been based on one of the following reasons:

   a. It was mainly my decision but influenced a little by others.

   b. It was mainly other peoples’ decision but I was OK with it.

   c. It was about equally my decision and the influence of others.

   d. It was just assumed I’d go to college.

5. Rank the following reasons for attending college in order of importance, 1 being the most important reason.

   ____ to please my parents
   ____ to have fun
   ____ to get a degree
   ____ to prepare for a career
   ____ to make friends
   ____ to better support my family
   ____ to avoid having to work for awhile
   ____ to find a boyfriend/girlfriend
   ____ to be able to get a better job
   ____ to be able to continue living at home
   ____ to explore new ideas and experiences
   ____ to acquire new information
   ____ to learn how to learn
   ____ to learn how to solve problem
Currently my goals for college include: (Check and complete all that apply)

1) _____ Completing a Career & Technical Education certificate program at SRJC. I am interested in these certificates:
______________________, _______________________, ___________________.

2) _____ Transferring to one of these universities: __________________, or __________________ or ___________________.

3) _____ I plan to major in ______________________, or ______________________ at SRJC.
(www.santarosa.edu/majors)

4) _____ I plan to major in _____________________, or ____________________ at a university.
(www.santarosa.edu/transfer)

5) _____ I am undecided about my educational goal. I will begin taking GE courses.

6) Possible courses that I might want to take my first semester at SRJC:
___________________________ ___________________________
___________________________ ___________________________
___________________________ ___________________________
___________________________ ___________________________
___________________________ ___________________________

7) Check any of the statements that apply to you:
_____ I applied for financial aid.
_____ I applied for a scholarship or I plan to apply next year.
_____ I plan to work while I am in college. Number of hours per week: _______
_____ I plan on enrolling in Work Experience (college credit for working).
_____ I plan on playing intercollegiate sports.
Learning communities at Santa Rosa Junior College

Learning communities are linked courses; the same group of students enroll in two or more classes. Learning communities support students’ academic success, build student community, and provide opportunities for campus and community engagement.

**Smart Start Learning Communities** offer 300-level students highly engaging learning environments to prepare them for college-level work.
- College Skills 313 • College Skills 318
- Counseling 355 and Community Involvement 51 • Counseling 355 and English 305
- ESL 320W and Counseling 60

**The FYE (First-Year Experience) Learning Community** combines Counseling 10 and English 100 to support students’ academic and personal success.

**Interdisciplinary Learning Communities** offer integrated curriculum to help students develop the academic skills and content mastery needed to succeed in both classes.
- English 1A and History 4.2
- English 1A and Library and Information Resources 10

**PUENTE** is a state of California transfer program. Students participate in a year-long multicultural learning community focused on achieving their goal of transferring to a 4-year college. Students enroll in English 100 and Counseling 10 in the fall.

**Connections** is 3-year pathway to the associate degree supported by a Hispanic Serving Institutional grant focusing on Latino/a and low income students, but open to all students. It provides learning communities, a Mi Casa support center, and counselor support.

**Umoja** focuses on student success through Academics, Counseling, and career Mentorship. In the fall, students enroll in Umoja linked courses: English 100, History 30, and are encouraged to take Counseling 10. The program is open to all students interested in completing a degree/transferring, meeting with the Umoja counselor, and participating in cultural and personal enrichment activities.

**Asian Pacific American Student Success:** Mana is the mind, one’s life force, and nourishment, and in this learning community, students will use their Mana to find success in school. Course themes and topics focus on the Asian and Pacific diaspora, and all SRJC students are invited to enroll. Students enroll in Counseling 10 (First Year Experience), Sociology 30 (Race and Ethnic Relations), and English 100 (College Reading and Writing). Students are also encouraged to enroll in Food and Nutrition 75 (Principles of Food).

**PASSS** (Promoting And Supporting Student-Athlete Success) focuses on the success of SRJC’s student athletes. In the fall, students enroll in Psychology 1A, Counseling 10 and English 100.

For more information: [www.santarosa.edu/app/getting-started/learning-communities](http://www.santarosa.edu/app/getting-started/learning-communities)
Begin your path to success with Counseling 10 during your first semester at SRJC.

Counseling 10 is:

- A 3-unit UC/CSU transferable course which also gives GE credit for CSU
- Directed toward traditional, first time to college students
- Recommended for students at the English 100 or English 1A level
- Designed to help students develop lifelong learning skills and personal awareness

<table>
<thead>
<tr>
<th>Santa Rosa Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Section #</td>
</tr>
<tr>
<td>0597</td>
</tr>
<tr>
<td>0598</td>
</tr>
<tr>
<td>0600</td>
</tr>
<tr>
<td>The above section is linked to English 100, TTH 9:00-11:00 am. Students are automatically enrolled in both sections.</td>
</tr>
<tr>
<td>1809</td>
</tr>
<tr>
<td>The above section is part of the Puente Program Learning Community and is linked to Engl 100, MW 11:00 am-1:00 pm. Students are automatically enrolled in both sections. Students will have the option of enrolling in Engl 1A/Coun 80 Puente Learning Community in Spring 2016.</td>
</tr>
<tr>
<td>2695</td>
</tr>
<tr>
<td>The above section is recommended for International Students</td>
</tr>
<tr>
<td>0216</td>
</tr>
<tr>
<td>Student Athletes are strongly encouraged to enroll in the above course, part of the Promoting and Supporting Student-Athlete Success (PASSS) learning community. Registering for this course will automatically enroll students in all three sections of the learning community: Counseling 10, MW 9:00-10:30 am, Psych 1A, TTH 10:30 am-12:00 pm and Engl 100, TTH 8:30-10:30 am. Please contact Filomena Avila, <a href="mailto:favila@santarosa.edu">favila@santarosa.edu</a> for an add code.</td>
</tr>
<tr>
<td>0263</td>
</tr>
<tr>
<td>The above section is part of the Umoja Program and is linked to Hist 30, TTH 1:30-3:00 pm and Engl 100, MW 9:00-11:00 am. Students are automatically enrolled in both sections.</td>
</tr>
<tr>
<td>2910</td>
</tr>
<tr>
<td>8/17/15-12/9/15 The above section is part of the HSI Learning Community and is linked to Engl 100, MW 11:00 am-1:00 pm. Students are automatically enrolled in both classes. Please contact Shaila Arbona, <a href="mailto:sarbona@santarosa.edu">sarbona@santarosa.edu</a> for an add code.</td>
</tr>
<tr>
<td>2911</td>
</tr>
<tr>
<td>8/17/15-12/9/15 The above section is part of the HSI Learning Community and is linked to Engl 100, MW 1:00-3:00 pm. Students are automatically enrolled in both classes. Please contact Shaila Arbona, <a href="mailto:sarbona@santarosa.edu">sarbona@santarosa.edu</a> for an add code.</td>
</tr>
<tr>
<td>Petaluma Campus</td>
</tr>
<tr>
<td>-----------------</td>
</tr>
<tr>
<td>Section #</td>
</tr>
<tr>
<td>2384</td>
</tr>
<tr>
<td>The above section is part of the Puente Program Learning Community and is linked to Engl 100, MW 10:30 – 12:30 pm. Students are automatically enrolled in both sections. Students will have the option of enrolling in Engl 1A/Coun 80 Puente Learning Community in Spring 2015.</td>
</tr>
<tr>
<td>2386</td>
</tr>
</tbody>
</table>
Student Conduct Standards & Student Complaints

Student Conduct Standards

Students must abide by the SRJC policy on Student Conduct and Discipline Due Process. The conduct standards apply to acts of academic dishonesty as well as student behavior. In some circumstances these standards of conduct may apply to conduct that occurs off campus when the Conduct Dean determines there is reasonable association with the college.

Acts of misconduct include, but are not limited to dishonesty, physical or verbal abuse including bullying, disruption of teaching or learning, use, sale, possession, or being under the influence of drugs or alcohol, hazing, sexual misconduct, stalking, threats of violence, weapons or replica weapons, unauthorized entry to, or use of college facilities or equipment.

Students may be disciplined for acts of misconduct. The full policy and procedure for Student Conduct and Discipline Due Process can be found in the District Policy Manual at the following links:

http://www.santarosa.edu/polman/8stuserv/8.2.8.pdf

http://www.santarosa.edu/polman/8stuserv/8.2.8P.pdf

Student Complaints or Grievances

Students who feel their rights as a student have been violated by an instructor or staff member should first attempt in good faith to resolve the matter with the source of the complaint. For support and advice on the complaint/grievance process, a student may consult an Ombudsman in the Student Affairs Office (in Santa Rosa, Bertolini Student Center, 1st Floor; in Petaluma, Richard Call Building, Room 608). For Santa Rosa, call (707) 527-4424; for Petaluma, (707) 778-4141. For the complete procedure, see www.santarosa.edu/polman/8stuserv/8.2.2P.pdf.

The procedure is the same for complaints about academic matters including grades and curriculum. The student should begin by first talking to the instructor to attempt resolution. If this is unsuccessful, the student may then proceed with the steps as listed above. The appropriate path is faculty member, Department Chair, area Dean and finally, Vice President, Academic Affairs.

Complaints involving sexual harassment, race discrimination, sex discrimination and discrimination against those with disabilities, should contact the Vice President of Human Resources Office at (707) 527-4954.

Student appeals relating to Financial Aid decisions, rules and regulations should contact the Student Financial Services office in order to initiate the Financial Aid appeal process which follows established guidelines. The phone number is (707) 527-4471.
Safe Relationships

One of the most essential parts of your college life will be the relationships you build with other students, staff, and faculty on campus. You have the right to be in relationships that you choose and to have those be safe for you. You are equally responsible for treating others with respect. SRJC prohibits dating/domestic violence, stalking, sexual harassment and sexual assault; all of these actions are crimes as well as violations of the SRJC Student Conduct Standards. Violation of the Student Conduct Standards is basis for disciplinary sanction, including dismissal from class or from the College. Students who commit these acts may also be criminally prosecuted.

Definitions

**Sexual assault** – any sexual act directed against another person, forcibly and/or against that person’s will; or not forcibly where the victim is incapable of giving consent.

**Consent** – the person must act freely and voluntarily and have knowledge of the act or trans-action involved. New California law declares that consent must be affirmative. Lack of protest or resistance does not mean consent, nor does silence mean consent. Affirmative consent is informed, ongoing throughout a sexual activity and can be revoked at any time. Consent can’t be given if someone is asleep or incapacitated by drugs or alcohol.

**Domestic violence** – violence committed by a former or current spouse, a person with whom the victim shares a child in common, or a domestic partner.

**Dating violence** – violence committed by a person who is or has been in a social relationship or intimate nature with the victim.

**Stalking** – engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety and suffer substantial emotional distress.

**Sexual harassment** - unwelcome conduct in the areas of sexual advances, requests for sexual favors, and other verbal or physical sexual conduct.

Actions You Can Take

- **Trust your instincts** - if someone makes you feel uncomfortable remove yourself from the situation and tell someone.
- **Communicate clearly** – in a relationship clearly tell your partner what you want. If there are limits that you want to maintain, state what they are and stick to them.
- **Respect boundaries** – listen to others when they express their limits and do not use pressure and intimidation to get what you want.
- **Use the buddy system** – when going out stay with friends and have a plan for how to help each other get out of a risky situation.
- **Stand up against abusive words and actions** – help create a culture of respect and non-violence on campus.
- **Reach out for help** - contact us (resources below) to talk to someone who can help you find alternatives to violence in your relationship or if you have been threatened or assaulted.
- **If you see something, say something** – if you are concerned about threatening or abusive behavior that you have witnessed, contact us for information on how to help.

Reporting Options

To report stalking, sexual assault, abuse, or threats of assault or abuse: District Police at (707) 527-1000
To report sexual harassment, sex discrimination, or any of the above without making a police report:
Title IX Coordinator – Vice President of Human Resources Office (707) 527-4954
Your Personal Safety

Confidential Counseling
SRJC Student Psychological Services (707) 524-1595
Verity 24-hour Rape Crisis Hotline (707) 545-7273
YWCA 24-hour Domestic Violence Hotline (707) 546-1234

For more information visit our web page at:
www.santarosa.edu/StudentHealthServices/sexual-assault-prevention

Safety and Alcohol Use
There are long-term health risks associated with drinking over time, including damage to the heart, liver, and brain, but the vast majority of health risks occur over the course of a single evening. A college-aged student has a much higher risk of an alcohol-related injury caused by a car crash, slipping or falling, getting into a fight, etc. than developing cirrhosis of the liver. At least 50% of sexual assaults among college students involves alcohol consumption by the perpetrator, the victim or both. For students who choose to drink alcohol, actions such as limiting the number of drinks, sticking with the same groups of friends, and having a designated driver can reduce the chance of harm. Contact Student Health Services for more information about harm reduction or referrals to substance abuse services.

SRJC District Police
SRJC policy officers provide basic police services just like police officers hired for cities and the county. They patrol District properties, prevent crime, investigate crimes, apprehend violators, and submit criminal cases to the District Attorneys office for prosecution.

For any emergency contact district police at 527-1000 (or 911 as a second option).

Emergency Notification System
ALERTU communicates official information during critical SRJC emergencies via text message to your cell phone.

Sign up instructions:
1. With your cell phone, text the letters SRJC to 55155. (55155 is the text phone number to the ALERTU system.)
2. You will receive a ‘welcome’ text message.
3. Reply with the letter “Y” for yes.
4. Program 55155 into your phone’s address book under the name ALERTU. This will allow you to recognize the sender if an emergency message is sent.
Academic Integrity & Your Grades

Academic Integrity
All written work is to be original; plagiarism of any kind will result in a failing grade on that assignment. Academic dishonesty is a violation of the Student Conduct Standards, and academic or administrative sanctions may be applied. Students could be dropped from all their classes for a second offense of cheating or plagiarism.

Please read the college policy/procedure on Academic Integrity at: http://www.santarosa.edu/polman/3acadpro/3.11P.pdf

Student Responsibilities:
- Conduct oneself in a respectful, honorable manner that focuses on learning, academic honesty, and success for both oneself and other students.
- Learn and understand the course requirements, grading procedures, and rules and expectations for acceptable conduct and behavior in each course, including definitions of academic dishonesty and the ethical use of technology.
- Learn and understand the SRJC policy (Policy 3.11) on Academic Integrity and the Student Conduct Standards, which is in the SRJC College Catalog and part of the District Student Discipline policy.
- Learn and understand students’ rights to due process in contesting an allegation or penalty made by an instructor or other representative of the district.

Your Grades & Maintaining Good Academic Standing
Earning high grades in your college coursework has many benefits to help you:
- Scholarships often require around a 3.0 GPA (grade point average)
- Financial aid requires a 2.0 GPA
- Transfer eligibility to universities, especially for majors or campuses that are impacted
- Good academic standing at SRJC requires a minimum 2.0 cumulative GPA

Policies affected by GPA include:

Academic Probation and Dismissal
If your cumulative GPA is below a 2.0, you will be placed on Academic Probation. If it is below a 1.0, you will be placed on Academic Dismissal. If you remain on Academic Probation for 3 consecutive semesters you will be placed on Academic Dismissal and not allowed to register for classes for the following semester.

Withdrawals
Withdrawing from a course may result in a W (which stands for withdrawal) on your transcript. Withdrawals are not factored into a GPA and no credit is earned for the course. Counselors recommend that you first speak with your instructor and/or a counselor before withdrawing from a course. Pay close attention to the deadlines to withdraw from a course. Typically, you have the first 3 weeks of a full semester course to withdraw without a notation on your transcript.

Progress Probation and Dismissal
If you withdraw from more than 50% of the courses for which you have registered (cumulative record), you will go on Progress Probation. If you remain on Progress Probation for 3 consecutive semesters you will be placed on Progress Dismissal and not allowed to register for classes for the next semester.

Loss of Priority Registration
After two consecutive semesters of academic or progress probation, you will lose priority registration and be required to register during the open registration period for the next semester.
Choose to be a Successful Student

Attending college is a planned event, and becoming a successful college student is often a matter of choices. Take advantage of the student support and the myriad learning opportunities at SRJC as listed below:

- Enroll in a **Counseling course** to learn how to be a more effective learner, such as:
  - Coun 60, Effective Study Workshop
  - Coun 53, College Survival Techniques
  - Coun 355, College Preparation Skills.

- Take classes to develop effective **reading and writing skills**. Enroll in an English class in the first semester and consider support courses such as those offered in College Skills.

- Select and **meet with a counselor** on a regular basis to discuss educational, career, and/or personal issues related to college success.

- Utilize **instructor office hours** to get help, to check on class progress, and for information regarding educational and career goals in their fields.

- Get to know other students. Enjoy the rich diversity of SRJC students and form **study groups** to expand your understanding and improve your learning.

- Visit student **support services** such as:
  - Career Employment Center
  - Transfer Center
  - Student Health Services
  - College Skills/Tutorial Center
  - Scholarship Office

- Participate in **Student Life** on campus, such as:
  - Art exhibits, concerts, lectures, plays, and athletic events
  - Student government
  - Employment at the College as a student employee

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**Keeping Track of YOUR GPA**

A 2.0 minimum grade point average (GPA) is required to be in good academic standing and for graduation. To keep track of GPA:

1. Assign a numerical value to each grade received (A=4, B=3, C=2, D=1, F=0).
2. Multiply the grade by the number of units of the class.
3. Divide the total number of grade points by the total number of units attempted.

**EXAMPLE:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Grade</th>
<th>Units x Grade</th>
<th>Grade points</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 units</td>
<td>B</td>
<td>(3 x 3 = 9)</td>
<td>9</td>
</tr>
<tr>
<td>3 units</td>
<td>C</td>
<td>(3 x 2 = 6)</td>
<td>6</td>
</tr>
<tr>
<td>1 unit</td>
<td>A</td>
<td>(1 x 4 = 4)</td>
<td>4</td>
</tr>
<tr>
<td>3 units</td>
<td>C</td>
<td>(3 x 2 = 6)</td>
<td>6</td>
</tr>
<tr>
<td>3 units</td>
<td>D</td>
<td>(3 x 1 = 1)</td>
<td>3</td>
</tr>
</tbody>
</table>

Units attempted: 13 TOTAL

Grade points: 28 TOTAL

Grade point average: 28 grade points divided by 13 units = 2.15 GPA
Manage Time

Time management is one of the biggest challenges for college students as they balance school, work, personal, and family/relationship time. It is important that students be informed and realistic about how much time it takes to be a successful college student.

How Many Units?

Students taking 12 units are considered full time. Student athletes and students covered by family health insurance are among the students who must be full time. Students who have financial aid or scholarships must maintain the number of units specified by the financial services they are receiving.

The number of units for each course is based on the number of hours per week spent in class. For instance, English 100, which is a 4-unit class, meets 4 hours per week. Courses with labs or other additional time requirements meet for more hours. In addition to the time spent in class, a successful student must dedicate 2-3 hours outside of class for every hour in class. In other words, a student taking 12 units is spending 12 hours in class and 24-36 hours outside of class in order to succeed. A full-time student has a full-time job just being a student.

Courses and students vary. However, students should consider these guidelines when planning for each semester.

<table>
<thead>
<tr>
<th>Work Hours Per Week</th>
<th>Units Per Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>40 hours</td>
<td>6 units</td>
</tr>
<tr>
<td>30 hours</td>
<td>9 units</td>
</tr>
<tr>
<td>20 hours</td>
<td>12 units</td>
</tr>
<tr>
<td>5-15 hours</td>
<td>14-16 units</td>
</tr>
</tbody>
</table>

How Many Units for How Long?

Students who start at SRJC in college-level courses can use this estimated timeline to see how long it will take to reach their goals. Taking summer session courses can shorten this time.

<table>
<thead>
<tr>
<th>Number of Classes Per Semester</th>
<th>Number of Years to Reach Your Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Certificate Program (CTE)</td>
</tr>
<tr>
<td>One class (3 units)</td>
<td>5 Years</td>
</tr>
<tr>
<td>Two Classes (6 units)</td>
<td>2-3 Years</td>
</tr>
<tr>
<td>Three Classes (9 units)</td>
<td>1.5 - 2 Years</td>
</tr>
<tr>
<td>Four Classes (12 units)</td>
<td>1-2 Years</td>
</tr>
<tr>
<td>Five Classes (15 units)</td>
<td>1-2 Years</td>
</tr>
</tbody>
</table>
Use this weekly calendar to plan the first semester. Be sure to block out class time first, then work time (if it is a fixed schedule), and study time. After making those commitments, it will be easy to see where there is free time.

<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
<th>Saturday</th>
<th>Sunday</th>
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<tbody>
<tr>
<td>6am</td>
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<td>11am</td>
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<td>12pm</td>
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<td>4pm</td>
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<td>5pm</td>
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<td>6pm</td>
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<tr>
<td>7pm</td>
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<tr>
<td>8pm</td>
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<tr>
<td>9pm</td>
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<tr>
<td>10pm</td>
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</tr>
</tbody>
</table>
Get Help and Get Involved!

Directory of Services

ACADEMIC AFFAIRS
The Vice President of Academic Affairs and the instructional deans are in charge of the College’s instructional programs. Students who have complaints or issues regarding faculty, classes or grading must discuss their concerns with, first, the faculty member, then the appropriate department chair and, later, the instructional dean as necessary.

- Agriculture/Natural Resources & Culinary Arts 527-4880
- Arts & Humanities 524-1538
- Business & Professional Studies 524-1731
- Career & Technical Education & Economic Development 524-1792
- Child Development & Teacher Education 527-4671
- Curriculum & Educational Support Services 524-1554
- Health Sciences 527-4271
- Instruction & Strategic Program Development 527-4763
- Learning Resources & Educational Tech Doyle Library 527-4392
- Language Arts & Academic Foundations 522-2627
- Kinesiology, Athletics, & Dance Department 524-1849
- Public Safety 836-2903
- Science, Technology, Engineering & Mathematics 527-4400
- Liberal Arts & Sciences 524-1518
- Petaluma Campus, 600 Richard W Call Building 778-2411

ACCOUNTING OFFICE
Santa Rosa Campus, Bailey Hall, 527-4973
Petaluma Campus, John M Jacobs Hall, PC 110, 778-2467

This is where students can pick up checks and clear financial obligations to the College.

ADMISSIONS, RECORDS AND ENROLLMENT SERVICES
http://admissions.santarosa.edu
Santa Rosa Campus, Plover Hall
Petaluma Campus, John M Jacobs Hall, PC 109

Can help you with applications for admission, registration, adding and dropping classes, petition for waiver of college regulations, prerequisite equivalency and challenges, proof of eligibility for intercollegiate athletics, transcripts, verification of student status, foreign students’ admissions, graduation and certificate verification.

ART GALLERY
www.santarosa.edu/art/gallery 527-4298
Santa Rosa Campus, Ground Floor of Doyle Library

The SRJC Art Gallery is located on the ground floor of the Doyle Library at the Santa Rosa Campus and admission is FREE. SRJC Art Gallery is dedicated to showcasing relevant, multi-cultural, and contemporary art while honoring the past as presented by artists of regional, national, and international significance as well as featuring the work of SRJC faculty and students.

STUDENT SUCCESS & ASSESSMENT SERVICES
www.santarosa.edu/assessment
Santa Rosa Campus, Plover Hall Room 531, 527-4661
Petaluma Campus, John M Jacobs Hall, PC 109, 778-3908

Provides placement testing for English, ESL, and math and administers the Math Competency Exam for graduation from SRJC. Offers the GED exam and Proctoring Services. Scheduled testing dates are available throughout the year and are posted online. Individual testing by arrangement only.

ATHLETICS
www.santarosa.edu/athletics/
www.cccaasports.org

To participate in intercollegiate athletics, the student athlete must be careful to meet eligibility requirements. Interested student athletes should contact the Athletic Director or one of the athletic counselors for the rules of eligibility and talk to the coach regarding participation in the chosen sport.

<table>
<thead>
<tr>
<th>Sport</th>
<th>Name</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Athletic Director</td>
<td>Ron Meyers</td>
<td>524-1849</td>
</tr>
<tr>
<td>Athletic Counselor</td>
<td>Filomena Avila</td>
<td>522-2790</td>
</tr>
<tr>
<td>Baseball</td>
<td>Damon Neidlinger</td>
<td>527-4389</td>
</tr>
<tr>
<td>Basketball (Men’s)</td>
<td>Craig McMillan</td>
<td>527-4374</td>
</tr>
<tr>
<td>Basketball (Women’s)</td>
<td>Lacey Campbell</td>
<td>527-4265</td>
</tr>
<tr>
<td>Cross Country (M&amp;W)</td>
<td>David Wellman</td>
<td>527-4456</td>
</tr>
<tr>
<td>Football</td>
<td>Lenny Wagner</td>
<td>527-4393</td>
</tr>
<tr>
<td>Golf</td>
<td>David Herrington</td>
<td>527-4589</td>
</tr>
</tbody>
</table>

Counseling Available in this office or department.
The SRJC CalWORKs Program provides assistance and support for students on Sonoma WORKS while attending Santa Rosa Junior College. Supportive services and academic counseling are designed in conjunction with a student’s County issued Welfare to Work plan. Employment services are related to a student’s educational goal intended to assist in obtaining and advancing in career related employment toward self-sufficiency. In addition, the program also serves SRJC students attending from other counties, such as Marin, Napa, Solano or Mendocino.

program also serves SRJC students attending towards self-sufficiency. In addition, the student’s educational goal intended to assist in obtaining and advancing in career related employment toward self-sufficiency. In addition, the program also serves SRJC students attending from other counties, such as Marin, Napa, Solano or Mendocino.

Career Development Services provides resources and services to assist students with choosing a major, making career decisions and developing an educational plan to meet career goals. Job search assistance is available to enrolled students.

In Career Development Services, students can:
- browse through a library of career resources
- Use Career software
- Pick up handouts relating to career and job search
- Use the computer lab for job search activities
- Attend career development workshops
- Meet with a Career Counselor to:
  - Get help choosing a major
  - Make career decisions
  - Develop an educational plan to meet career goals
  - Take career assessment testing
- Meet with a Career Advisor to:
  - Learn about job openings
  - Research occupational and labor market information
  - Planning a job search strategy
  - Designing a targeted resume
  - Planning for an interview

Student Employment assists SRJC students and alumni in finding part-time and full-time employment both on and off campus.

On-campus employment provides students the opportunity to acquire and develop general work habits, earn extra money while enrolled in college and assist departments in maintaining programs.

Program Highlights:
- On-campus employment

The Student Employment office assists students interested in working on-campus with the application and hiring process, and provides ongoing support to student employees during their employment at SRJC. Students must be enrolled part time to work on campus, 6 units in Fall and Spring semesters and 3 units during the Summer Semester.

On-line job board for students and alumni features:
- Jobs posted by local employers
- Resume templates
- Job search and career videos
- Career advice documents and podcasts
- Access to job listings state and nationwide
COMMUNITY INVOLVEMENT
www.santarosa.edu/workexp/
Santa Rosa Campus
Bertolini Student Center, 3rd floor 527-4329
Petaluma Campus
John M Jacobs Hall, PC 116, 778-3920

You can earn college credit for community volunteer work by signing up for Community Involvement. This course enables students to pursue their educational experience beyond the campus and further their academic and personal goals on a voluntary basis.

COUNSELING see Page 14

DISABILITY RESOURCES DEPARTMENT
www.santarosa.edu/disability_resources
Santa Rosa Campus
Bertolini Student Center, 3rd Floor 527-4278, TDD 528-2442
Petaluma Campus
John M Jacobs Hall, PC 101, 778-2491

The Disability Resources Department (DRD) facilitates equal access for qualified students to community college education through services, academic accommodations and specialized instruction. Students with verified disabilities are encouraged to request services through this department. DRD serves students with a variety of disabilities, including, but not limited to: mobility, sensory, learning, psychological, chronic health conditions and acquired brain injuries. Services include specialized academic advising focusing on individual abilities and limitations, disability management counseling, and equipment loan services. Qualifying students may be authorized to receive academic accommodations including extra time for exams, mobility assistance, sign language interpreters or note takers. Specialized course offerings include: career development and college success strategies. Courses focus on issues and topics unique to students with disabilities.

DISTRICT POLICE
www.santarosa.edu/police
Santa Rosa Campus, Pedroncelli Center 527-1000
Petaluma Campus
Carol L Ellis Hall, PC 305, 527-1000

For any emergency call 527-1000 (or 911 as a second option).

District Police Officers provide 24 hour, 7 days a week patrols enforcing all California laws. Non-sworn personnel provide parking enforcement, and other services such as safety escorts, lockout assistance, battery jumps, and fingerprinting. Crimes occurring on or about District properties are investigated by District Police Officers. Crime statistics and the Clery Report are available upon request or at the above web site. Register with Nixle.com to get safety related updates from the Police Department.

DOYLE LIBRARY
www.santarosa.edu/library
Ask-A-Librarian page: http://libanswers.santarosa.edu/
Santa Rosa Campus, 527-4391

Doyle Library offers a rich collection of print and online sources for instruction and learning. Students will find an excellent collection of print books and periodicals as well as textbooks for many classes. The library offers a robust collection of online databases to find text and video sources, as well as web-based tutorials and a bibliographic tool that allows students to create bibliographies for free. Librarians provide research assistance online, by phone, or in person. Students may also schedule one-on-one appointments. Group study rooms, computer workstations, and printer, copiers and scanners are available.

EOPS/CARE
www.santarosa.edu/eops/
Santa Rosa Campus
Bertolini Student Center, 2nd floor, 527-4383

EOPS is a program that helps full-time, low income, educationally disadvantaged students achieve their academic goals at Santa Rosa Junior College. The program is designed to make the college experience accessible and rewarding to those facing language, social, and economic challenges. The program strives to be responsive to the needs of EOPS students and to create an environment that is supportive of cultural diversity throughout the District.

EOPS services include:
• Priority 1 registration
• Book Vouchers and Loans
• Academic, vocational, transfer and personal counseling
• Application fee waivers for CSU, UC systems
• Bilingual services in Spanish
• Priority slots at the SRJC Child Care Center

CARE is a state-funded program that assists EOPS eligible students receiving Temporary Aid to Needy Families (TANF) with services such as meal tickets, grants, and workshops.

ESL DEPARTMENT
www.santarosa.edu/esl
Santa Rosa Campus
1201-1219 Barnett Hall, 527-4382
Petaluma Campus
Counseling Department, 778-3914

The ESL Program offers a supportive environment for second language students who wish to improve their English reading, writing, and oral communication skills, and for those who wish to prepare for the workplace, certificate and vocational programs, or transfer to four-year institutions.

FINANCIAL AID see Page 21

MESA
www.mesa.ucop.edu
Santa Rosa Campus
Bertolini Student Center, 3rd floor, 521-7909

Mathematics, Engineering, and Science Achievement (MESA) is an academic support program for calculus-based science majors. The MESA program assists eligible students to improve their academic performance, to form networks with other students, and to gain more knowledge about math and science-based careers.

The MESA Community College Program accepts new students into the program each fall semester. To apply, interested students should come to the MESA Center, complete a program application, and schedule an appointment for a program orientation.

MAHONEY LIBRARY
www.santarosa.edu/library
Ask-A-Librarian page: http://libanswers.santarosa.edu/
Petaluma Campus, 778-3974

Mahoney Library offers a wide range of print and online information sources that support class instruction and knowledge discovery. Students will find an excellent collection of print books and periodicals as well as textbooks for many classes. The library offers a robust collection of online databases to find text and video sources, as well as web-based tutorials and a bibliographic tool that allows students to create bibliographies for free. Librarians provide research assistance online, by phone, or in person. Students may also schedule one-on-one appointments. There are group study rooms and students have access to computer work stations, printer, copiers and scanners.
Directory of Services

PUBLIC SAFETY TRAINING CENTER
www.santarosa.edu/ps/
5743 Skylane Blvd, Windsor, 837-8843
Offers the Basic Police Academy courses, Correctional Officer courses, specialized technical and advanced officer courses, and courses for supervisory and management personnel. Ad- 
misters the National Parks Service Program and Fire Science Program, and certifies EMT 1 through Paramedic level training.

STUDENT AFFAIRS
www.santarosa.edu/student_act/
Santa Rosa Campus
Bertolini Student Center, 1st floor, 527-4424
Petaluma Campus
Richard W Call Building, PC 608, 778-3637
We believe student receive the most from their collegiate experience and increase their chance of success when they become involved in our unique programs designed to support and complement classroom learning. By engaging in one or more of these programs, students will make valuable connections with students and staff; give purpose and meaning to their experience, and open up paths to personal success and development. We guarantee a more rewarding time at SRJC should students choose involvement!

The Associated Students of SRJC is the official voice of students as recognized by the SRJC Board of Trustees. The A.S. represents the opinions and needs of all students. Student involvement ensures the maintenance and development of a strong and effective voice within the collegewide committee process. The A.S. is also responsible for planning campus events and activities. If you are interested in being involved in either the Student Senate, the Programs Committee, or Clubs and Organizations, contact the Student Affairs Office. The SRJC Associated Student makes it happen!

In addition to its role as the pivotal student advocacy entity on campus, the Associated Students also offers CubCard Plus benefits for only $15 a semester, $9 in the summer...Join Us!

CubCard Plus Benefits
School Discounts:
Two $5.50 Coupons for the SRJC Bookstore
$2 Coupon for Fresh & Natural Food Services
$5 Discount on parking permit ($2 for motorcycle)
Discounts at CyBear Copy Center
Ask About: Book Loans up to $300 (Limited)
Ask About: Emergency Loans up to $150 (Limited)
Free Admission:
Home Athletic Events (some restrictions apply)
Theater Arts Productions
Petaluma Cinema Series
Activities and Events Sponsored by Associated Students

STUDENT AMBASSADORS
Student Ambassadors are engaged in numerous service opportunities and programming events that aid in their ethical and leadership development. As peer mentors, they enhance the overall vibrancy of the college and participate in the following activities:
- Tours & Outreach Activities
- Campus Tours
- Diversity Awareness Programs
- Leadership Development Training
- Social and educational events

CENTER FOR STUDENT LEADERSHIP (CSL)
SEMINARS, TRAINING & STUDIES
The mission of the CSL is to engage students in a variety of learning opportunities to help expand their knowledge and abilities in leadership and service.

Seminars & Retreats
The CSL program offers at least seven seminars a semester meant to educate students on leadership skills, civic responsibility and diversity issues. The CSL, and the Associated Students plan a summer leadership retreat for all students interested in student government and service-learning.

SOCHA
SRJC’s virtual Student Off-Campus Housing Assistance offers free resources to students trying to find a place to live. Find all the tools you need to locate local affordable housing, roommates and much more! Looking for someone to take over your lease? Looking for a specific type of housing situation? All contact information is available on the web site:
web site: www.santarosa.edu/och

CYBEAR CENTER
www.santarosa.edu/cybear
Santa Rosa Campus
Bertolini Student Center, 1st floor, 522-2638
Petaluma Campus
Richard M Call Building, PC 608, 778-3637
Provides student photo and non-photo IDs and acts as a student copy resource center with access to staff, services and equipment to support student projects. The CyBear Center offers computer use, color and black & white copying, laminating, faxing, scanning and handling services.

ROBERT CALL CHILD DEVELOPMENT CENTER
www.santarosa.edu/childdev/
Santa Rosa Campus, 527-4224
Five child-care classrooms serve children from six months to five years of age. The center is open during fall and spring semesters and closed in the summer. In addition to providing exemplary child care, the center serves as a model demonstration program for child development students and student teachers. Both subsidized and non-subsidized child care is offered. Telephone for waiting list registration and cost.

SCHOLARSHIP PROGRAMS
see Page 22

SRJC MUSEUM
www.santarosa.edu/museum
Santa Rosa Campus, Bussman Hall, 527-4479
Features changing exhibits of native art from throughout the Americas. The museum works closely with the Santa Rosa Indian community in exhibit preparation. Native art is displayed as a window through which the rich traditions of indigenous cultures can be viewed. The museum functions as a laboratory for instructors and classes in the behavioral sciences and many other disciplines.

Counseling Available in this office or department.
STUDENT HEALTH SERVICES
www.santarosa.edu/StudentHealthServices

Santa Rosa Campus, 4017 Race Building
(Clinical Services) 527-4445
Santa Rosa Campus, 559 Plover Hall
(Mental Health and Wellness Programs) 524-1599
Petaluma Campus
610 Richard Call Building
(Clinical and Mental Health Services) 778-3919

Student Health Services provides health support services to the college community, as well as providing select confidential healthcare services to individual students enrolled in credit courses. Health centers are established on the Santa Rosa and Petaluma Campuses; please call, or check the website for the latest information on hours of service. Services for individual students include:

- Free nurse practitioner, physician, and mental health provider visits
- Free over-the-counter pain relievers, condoms, Band-Aids, and more
- Treatment for acute injuries and illnesses
- Tuberculosis screenings and immunizations (charges may apply)
- Mental health counseling; individual, couples, and group therapy
- Crisis intervention drop-in services
- Health promotion and education services and program
- Referrals for health care in the community
- Information on accessing health insurance, and Medi-Cal
- Family-PACT services available on both campuses by Santa Rosa Community Health Center and Petaluma Health Center (Birth control, cancer screening, treatment of sexually transmitted infections, etc.)

Health awareness events, classroom presentations and educational support activities are also provided by the department.

STUDENT SERVICES
Santa Rosa Campus
Bertolini Student Center, 2nd floor, 524-1647
Office of the Vice President of Student Services. Office staff provides general information and referral.

TRANSFER CENTER
www.santarosa.edu/transfer

Santa Rosa Campus
Bertolini Student Center, 3rd floor, 527-4874

It is the mission of the SRJC Transfer Center to meet the needs of students preparing to transfer to a bachelor’s degree program by providing accurate, up-to-date information and a set of coordinated resources, activities, and services that support the transfer process.

The Transfer Center Offers:

- Individual meetings with college/university representatives
- Assistance with college/university applications
- Referrals to other programs that support transfer students
- Workshops, seminars, and panel presentations on transfer topics
- An annual college fair
- A library of college/university catalogs
- Directories of information about college/universities and their academic programs
- Computerized college/university search programs
- Coun 80, a 1 unit course about transfer planning.

TRANSFER ADMISSION GUARANTEES

Would you like to know at least a year before you transfer exactly which courses you must take and the grades you must earn to guarantee your admission to a university?

Such a guarantee exists! It is called a Transfer Admission Guarantee (TAG).

Santa Rosa Junior College students can apply for a guarantee with any UC (except Berkeley, Los Angeles, and San Diego).

You may be eligible to enter into a TAG if you have completed enough transferable units and will complete transfer admission requirements by the individual university’s deadlines. You can find more information about those requirements for each of our TAG University partners at www.santarosa.edu/transfer - choose “Transfer Admission Guarantees” on the sidebar.

To learn about the TAG application process, attend a TAG workshop. Dates and times are posted on the Transfer Center website.

(Article continues with more information about TAGs.)

ARTICULATION OFFICE
www.santarosa.edu/articulation

Santa Rosa Campus
Bertolini Student Center, 2nd floor, 527-4275

Articulation is the process of evaluating courses to determine whether coursework completed at one institution will meet the requirements at another institution resulting in formal articulation agreements. Some articulation agreements are “course-to-course agreements,” meaning that they show a specific course from one institution and the comparable specific course from another. Other articulation agreements are “major agreements,” meaning that they show a set of courses required for preparation in a particular major.

All segments of the public higher education system in California—the California Community Colleges, the California State University (CSU), and the University of California (UC)—have agreed to have a single place where articulation agreements between the community colleges and the universities can be found. That place is the ASSIST Web site, which is accessible to the public at www.assist.org.

When you enter the ASSIST Web site, be sure to read through these two Web pages before you begin to use the ASSIST database: 1) “FAQ” (Frequently Asked Questions) to learn more about the Web site and 2) “Using ASSIST” for information about the ways to use ASSIST (to view articulation agreements and to explore majors available at UC and CSU campuses). Should you need assistance with accessing or interpreting the information in ASSIST, contact your SRJC counselor.

A limited number of agreements with independent California and out of state colleges and universities can be found on the Articulation Office website listed above.

TUTORIAL CENTER
Santa Rosa Campus
Doyle Library, first floor, 527-4491

Petaluma Campus
Kathleen Doyle Hall, PC 247, 778-2409

The Tutorial Centers provide tutoring free of charge for SRJC students needing assistance in their regular coursework. Staff in the Tutorial Centers are experts in the subjects they tutor and enjoy helping others to succeed. Qualified students are also hired as tutors. Remember, students don’t have to be in trouble to use this service; many students come to the Tutorial Center to maintain their “A’s” and “B’s”. Both group and individual tutoring are provided. The tutorial program offers tutoring in ASL, Astronomy, biology, business, chemistry, economics, English, ESL, foreign languages, geography, history, math, philosophy, physics and other requested subjects. Drop-in tutoring is available for math, chemistry, physics, and writing (for ESL and other courses).
VETERANS AFFAIRS
www.santarosa.edu/veterans
Santa Rosa Campus, Plover Hall, 527-4326

The Veterans Affairs office mission is to provide current or prospective SRJC students who are United States military Veterans, active military, and their families with access to educational opportunities and the necessary support services to reach academic success, their career goals, and transition back into civilian life. SRJC cooperates with the Veterans Administration and with the California State Bureau of Vocational Rehabilitation in helping Veterans and dependents apply for Federal and state educational benefits. Our staff is here to assist student Veterans and eligible dependents and to make appropriate referrals regarding educational benefits.

WRITING CENTER
Santa Rosa Campus
1601 Emeritus Hall, 527-7836

Petaluma Campus
690 Richard W Call Building

Check for current hours at: http://www.santarosa.edu/english/writing_center.html

English Department faculty and instructional aides offer drop-in, one-on-one tutorial assistance to students, with whatever writing problems or tasks they have. Students may come with an assignment for an English class or any other class, for a personal tutorial on writing issues, or to use a computer to work on a writing assignment.

WORK EXPERIENCE
http://workexperience.santarosa.edu
Santa Rosa Campus
Bertolini Student Center
3rd floor, Room 4842, 527-4329

Petaluma Campus
John M Jacobs Hall, Room 116, 778-3920

Work Experience courses allow students to earn credits for hours spent working or volunteering while improving job skills at their workplace. The primary benefits of enrolling include: earning transferable credit, earning credit applicable to certificates or elective credit for the SRJC degree, applying course requirements to real work situations through creation of focused objectives, increasing your potential for advancement by working more closely with your employer, practicing your critical communication skills and exploring career pathways.

WE courses include:

- General: for students currently employed but job does not relate to educational major
- Occupational: currently employed in job that does relate to educational major
- Internship: students screened, placed in paid or unpaid internships that meet guidelines related to career goals/major

Above listed courses may be retaken for up to 16 units.

- Apprenticeship: includes electricians, plumbers, and roofers that meet guidelines
- Community Involvement: earn college credit for volunteering in community nonprofit organizations, students screened

SRJC Public Safety Training Center
5743 Skyline Blvd.
Windsor, CA
(707) 837-8843

SRJC Shone Farm
6225 Eastside Road
Forestville, CA
(707) 887-1187

SRJC Southwest Center
950 S. Wright Road
Santa Rosa CA 95407
(707) 527-4229
My Things To Do:
SRJC Santa Rosa Campus Map

No. Building Name
1 Norton Forsyth Hall (100-199)
   Music
2 Burbank Auditorium (200-299)
   Communication Studies
3 Pioneer Hall (300-399)
   Assistive Technology Lab
   SRJC Bookstore
   College to Career
   WorkAbility
4 Analy Village (600-699)
   Adaptive P.E.
   Disability Resources Testing Office
   College Skills
   Community Education
   Copy Center
   OakLeaf Newsletter
   Traffic School/Alive at 25
5 Bernard C. Plover Hall (500-599)
   Admissions & Records
   Assessment & GED Services
   Financial Aid
   Scholarship Programs
   Student Psychological Services
   Veteran's Affairs
6 Analy Village (600-699)
   Adaptive P.E.
   Disability Resources Testing Office
   College Skills
   Community Education
   Copy Center
   OakLeaf Newsletter
   Traffic School/Alive at 25
7 Analy Hall (700-799)
   Art/Photography
8 A. M. Garcia Hall (800-899)
   Consumer & Family Studies
9 C. J. Tauser Gym (900-999)
10 Robert Quinn Swim Center (1000-1099)
   English as a Second Language
   Healthcare Workforce Dev. Prog.
11 Walter Haehl Pavilion (1100-1199)
12 Ellsworth Barnett Hall (1200-1299)
   English as a Second Language
   Healthcare Workforce Dev. Prog.
   High School Equivalency Prog.
13 Floyd P. Bailey Hall (1300-1399)
   Accounting
   Career & Technical Education
   Economic Development
   Facility Planning & Operations
   Purchasing
   Superintendent/President
   V.P. Academic Affairs
   V.P. Business Services
14 Peter W. Bussman Hall (1400-1499)
   Information Technology
15 Emeritus Hall (1500-1599)
   Liberal Arts
16 Newman Auditorium
17 W. W. Shuhaw Hall (1700-1799)
   Engineering
   Physics
   Math
18 Milo Baker Hall (1800-1899)
   Life Sciences
19 George Bech Hall (1900-1999)
   Chemistry
20 Warne Lark Hall (2000-2099)
   Agriculture/Natural Resources
   Earth & Space Sciences
   Greenhouse
   Planetarium
21 John Lounibos Center (2300-2399)
   Auto/Diesel Technology
   Machine Technology
   Welding
22 Graphic Services
23 John Lounibos Center (2300-2399)
   Auto/Diesel Technology
   Machine Technology
   Welding
24 Graphic Services
25 Graphic Services
26 SRJC Foundation/Public Relations
27/28/29 (2700-2999) Albert Maggini Hall
   Business Administration
   Computer Studies
31 (1808 Albany)
   Environmental Health & Safety
32 Facility Operations
33 Christine Pedrocelli Center
   Career Planning & Placement
   Counseling
   CyBear Center
   Deaf & Hard of Hearing Services
   Disability Resources
   E.O.P.
   Foster & Kinship Care Program
   MESA Program
   Puente Program
   School Relations
   Student Affairs
   Student ID Cards
   Student Employment
   Student Services
   Transfer Center
   Work Experience
34 Facility Operations
35 SRJC Foundation/Public Relations
36 SRJC Foundation/Public Relations
37 Lucius I. Button Building
   Human Resources
   Payroll
   V.P. Human Resources
38 Robert Call Child Dev. Center
   Center Offices & Pre-school
   Child Development
39 Custodial Building
40 William B. Race Health Sciences Bldg.
   Health Sciences
   Student Health Services
41/42 (4400-4599)
   Frank P. Doyle Library
   Art Gallery
   CATE/Distance Education
   Center for New Media
   Media Services
   Tutorial Services
42/43/44/45 (4200-4599)
   Lawrence A. Bertolini Student Center
   New Student Programs
   Articulation
   CalWORKs
   Career Planning & Placement
   Counseling
   CyBear Center
   Deaf & Hard of Hearing Services
   Disability Resources
   E.O.P.
   Foster & Kinship Care Program
   MESA Program
   Puente Program
   School Relations
   Student Affairs
   Student ID Cards
   Student Employment
   Student Services
   Transfer Center
   Work Experience
   V.P. Student Services
49/50 (4900-5099)
   B. Robert Burdo Culinary Arts Center

PARKING PERMITS ARE REQUIRED
Seven days a week, 24 hours a day
Permit machines on all campus lots
No bicycles or skateboards allowed on sidewalks