

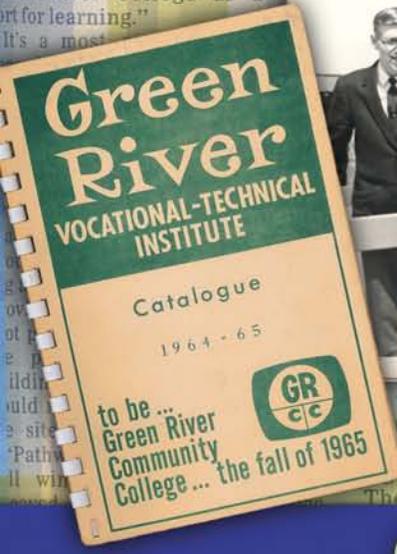
Nearly 800 Begin Classes
Monday, September 20, 1965 Auburn, Washington
Architect Describes Plan ...

Forest Beauty Makes Campus
A 'Resort for Learning'

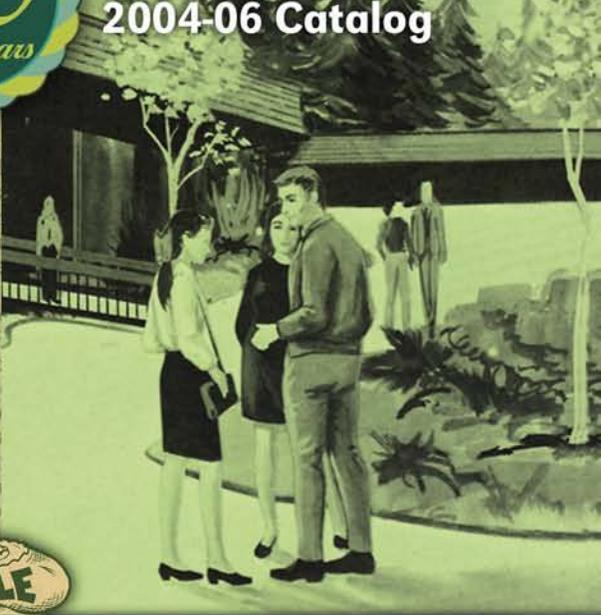
Architect Norman "Bud" Ae
of the firm of Sullam and Ae
proudly refers to the campus
of Green River College as a
"resort for learning."

Green River Community College

2004-06 Catalog



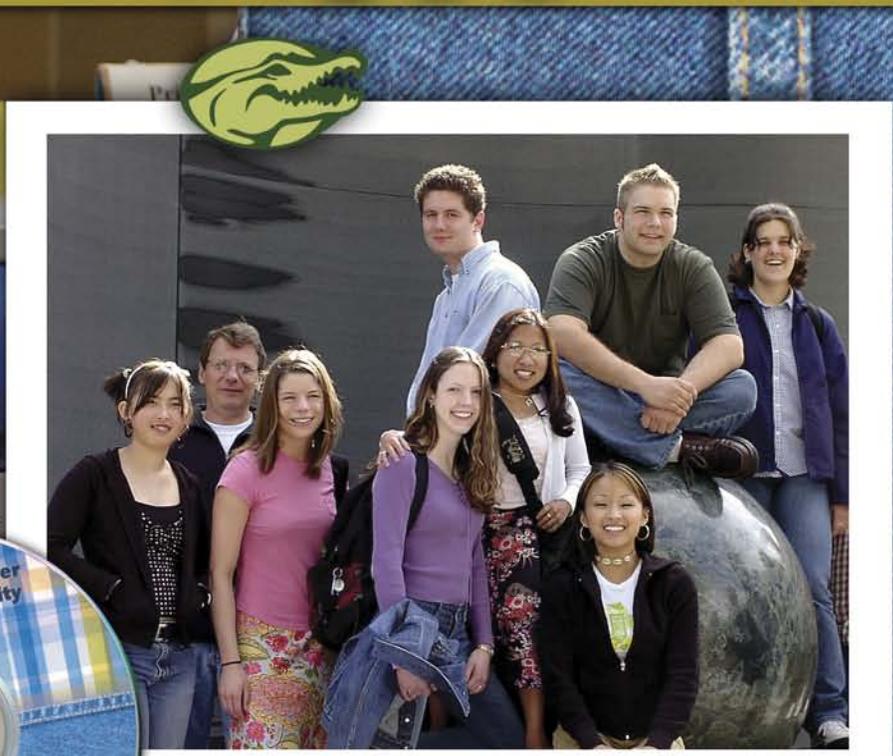
n now
nce-tee
trades
the im
music c
tion ce



vocational-technical center cover the steep slopes to
Auburn, the high school, the east and the south will be
A, the bowling alley and served
of course. "The
The 30,000-square-foot library much a



t h e n & n o w



A few of Green River's 10,000+ students.

GREEN RIVER CURRENT

Vol. 1 Green River Community College

Friday, March 4, 1966

Registration

be paid at the time of final registration.

Some of the new classes being offered spring quarter are: Business 145, Business Math - Mr. Fryett; English 153, Introduction to Fiction - Mrs. Burgeson; Speech 220, Public Speaking - Mrs. Moore; Drama 151, (7 to 10 p.m.) - Mrs. Filler; PE 264, Teaching of Track and Field - Mr. Aubert; Agriculture 103, Dairy Production - Mr. Taylor; Chemistry 160 - Dr. Fohn; Political Science, International Relations - Mr. Hanscom; Psychology 91, Study Skills (a six-week course) - Miss Gallagher; Social Problems 201 - Dr. Lewn; Education 101 - Dr. Lindbloom; Welding 80, Related Welding - Mr. Badham and Welding 81, Trade Welding - Mr. Badham. There are many other continuation courses listed in the catalog.

The new Faculty Building, and the Trades and Humanities complex are expected to be open for use early next quarter. They will house classes in Humanities, Social Sciences, Arts, Journalism, and Business Management.

Over Rapids



ABOUT GREEN RIVER COMMUNITY COLLEGE

Green River Community College is a two-year public college that offers degrees and certificates in academic and professional and technical programs, as well as courses in continuing education and basic skills. Its roots stretch back to 1945, when the Auburn School District started an adult education evening program. Local committees began working to secure state approval to start a community college in 1959. In 1963, the determination of local citizens paid off when the State Board of Education approved the community college.

Mascot May be

Green River proudly boasts a one-of-a-kind mascot: "Grcc," a live alligator. The student body of 1964 voted on 15 different animals as mascots and Gators won hands down. At that time there were approximately 169 students, and each a faithful "Gator."

The alligator, named "Grcc," was acquired by Mrs. Johnson who was a nursing student. Her son, who was in southern Florida, sent the 'gator as a gift.

Presently, Grcc is kept on the lower campus and the automotive department takes care of him. He eats worms, hamburger, steak, roast, and flies; however,

Activities

Quarter

of the date will be set at your convenience. If you are able to be on our campus at this project, your presence will emphasize the significance of our project and guarantee its success. Your time would be invaluable to us, and we would appreciate your sending a representative to head this project.

The College's professional and technical program began in September 1964 at a location near the Auburn Boeing plant. A year later, Green River Community College opened its doors at its present location on Lea Hill, east of Auburn. With increasing demand for higher education, Green River has opened satellite campuses in Kent and Enumclaw. The College's service area is defined as District 10 by the 1967 Washington State Legislature and is governed by a five-member board of trustees. Financial support comes from state appropriations and student tuition.

A core of about 120 full-time faculty and 210 part-time faculty teach daytime and evening classes. The student population is approximately 10,000—both full-time and part-time students—and features a growing diversity of ages and ethnic backgrounds.



Welcome	3-6	Academic Information.....	27-38
Getting Started	7-16	Opportunities	28-30
Student Success Program Checklist	8	Policies & Procedures	30-37
Admissions	9-10	Graduation	38
Financial Assistance	10-12	Programs of Study	39-128
Assessment.....	12-13	List of All Programs	40-43
Orientation	13	Pre-College	44-45
Advising	13-14	University Transfer Degrees	46-69
Registration.....	14-18	Professional/Technical Education.....	70-128
Student Resources	19-26	Course Descriptions	129-194
Continuing Education	21	Reference Guide	195-208
Holman Library	22	Board of Trustees	196
Housing.....	22	Faculty and Administration	197-200
Off-Campus Locations	23	Map of GRCC Campus	201
Tutoring Services	24	Area map.....	202
Veteran's Services.....	24-25	Glossary	205-206
Getting Involved	25-26	Index	207-208
		Academic Calendar.....	Inside Back Cover

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

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

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

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

Profile in Education: M

By Greg Timblin

Born in the wheat and beef country of South Dakota, educated in the one room county school house, labored in the gold mines, moved to the monsoon swept shores of Washington and head of the Division of Business at Green River College.

This is the edited version of the life of Howard L. Fryett. His desire for education and his love



HOWARD FRYETT

Chairman of the Business Department.

With the opening of the doors on the new college campus, he



Architect Norman "Bud" Aehle (with Green River campus, watching the town here talking with Dr. Mevlin



Green River

Let's Protest, L

Welcome

- President's Message 4
- Vision/Mission/Goals 4
- Accreditation 5
- Student Learning Outcomes 5-7

Current Charts T

- Yesterday by Nikita Krushev
- Make Me Your Baby by Mia Farrow
- The Jerk by Hubert Humphrey
- Get Me Free by The San Quentin Five
- Home of the Brave by The John Birch Quintet
- We Gotta Get out of this place by The Cuban Combo
- Help by the KKK Four
- What Now My Love by Mrs. Boehme
- I'm A Loser by Sam Mele
- It's My Party by The LBJ Three
- Can't Get No Satisfaction by Jim Owen and Co.
- Theme From A Summer Place by The Watts District Five
- Theme From The Apartment by Christine Keeler
- Hide Your Love Away by John Profumo
- Only You By McNamara and Lockheed
- That Sound by The Indonesian Mob
- Treat Her Right by Eddie Fisher
- 1, 2, 3, by The Internal Revenue Department.
- Wave Of Destruction by Mao Tse-Tung
- I'm A Fool by Danny Zivanich

stayed with his Government post as head of the Department.

Mr. Fryett headed Washington in 1959. His first job at Oakville High School. A year later he went to Buckley High School, staying for two years in the Business Department of Auburn High School.

Green River College was being built at this time and Mr. Fryett became one of the first faculty members. He spent last year on the "lower campus" at the temporary Technical Institute as the

BY DANNY ZIVANICH
marked by anti-Viet Nam marches. While observing these protests, I came to mean if educated adults can protest such trivial matters as war and Nam, we being treated on vital matters such as inadequate parking.

ould be our first step toward formal Recognition) by marching in protest of our would become the Berkeley of Washington- or better yet- by marching on Auburn we could identify ourselves with the Professional Protesters of Watts. Of course, the latter carries heavier burthen; we would have to loot and raze Au-

Evening School: A Part Of Total College Concept

good portion of the 1,721 students at Green River Community College attend classes in the evening.

There is no official break between day and evening students, largely because administration is making conscious effort to blend the programs into one.





Welcome

WELCOME

to Green River Community College.

You have picked a great time to enroll! We are entering our 40th year of service to the community. Student success is still our number one priority and we assist you in achieving your goals through our innovative programs, responsive services, and instructional excellence.

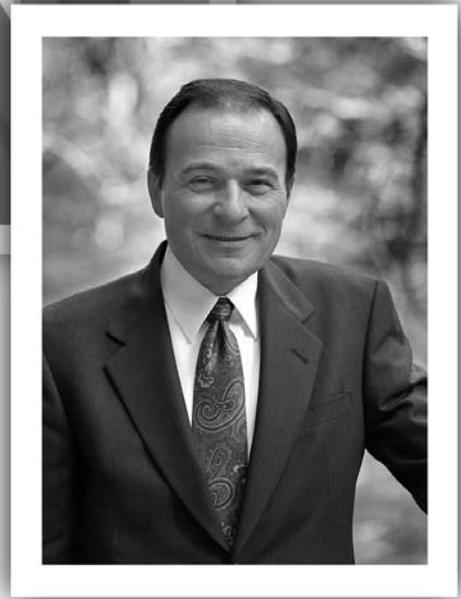
When you visit the main campus, you will see updated facilities including several new and remodeled classrooms, a prominent new Performing Arts Building, townhouses for student living, construction for an innovative Technology Center, and a uniquely redesigned Kennelly Commons. You will also see the college's ongoing commitment to the environment in the lush landscape and towering evergreen trees that reflect the natural wonder of each season.

Green River recognizes the importance of student involvement and offers many clubs, activities, and support services to its students. Educational planning and transfer services, intramural sports, student government, student employment, and internships are just some of the advantages we think will contribute to your success and enjoyment at college.

Above all, Green River Community College is committed to providing you with a quality education. Our faculty is dedicated to teaching. Academic courses prepare students to transfer to four-year universities and colleges and our professional/technical programs give students a competitive edge in business and industry.

By choosing to enroll at Green River Community College, you are following in the footsteps of people who have gone on to success in the workplace and at four-year universities and colleges. Congratulations! You are choosing an experience that will benefit you for a lifetime.

Richard A. Rutkowski
President



VISION

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

MISSION

Green River Community College improves lives by supporting students as they achieve their goals. We provide quality education and training to the communities we serve through instructional excellence, innovative programs, and responsive services.

INSTITUTIONAL GOALS

1. Provide quality programs and support services that are responsive to student and community needs.
2. Enhance student learning through exceptional teaching and innovative instructional delivery methods.
3. Provide technology, equipment, and facilities that enhance the learning environment.
4. Promote and support employee training and development.
5. Support the success of people with diverse backgrounds and abilities by continuously promoting a campus culture of understanding and respect.



6. Collaborate with government, business, and community organizations to advance common goals.
7. Maximize resources through responsible management, entrepreneurial activity, and fundraising.

PURPOSE

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

ROLE AND SCOPE

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

VALUES

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

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

ACCREDITATION

Green River Community College is accredited by the Northwest Association of Schools and of Colleges and Universities and by the Washington State Board for Community and Technical Colleges.

STUDENT LEARNING OUTCOMES

Green River Community College is committed to the continuous improvement of teaching and learning. In order to assess the effectiveness of its instructional programs, the college evaluates student achievement of published learning outcomes. Although the expected learning outcomes vary from program to program, all students completing a degree are expected to demonstrate mastery of four campus-wide outcomes: written communication, critical thinking, responsibility, and quantitative and

symbolic reasoning. Additionally students planning to transfer to a four-year institution are expected to master the oral communication learning outcome and students completing applied degree programs (AAA, AAS, and AD) are expected to master the human relations learning outcome.

CAMPUS-WIDE LEARNING OUTCOME COMPETENCIES

Student achievement of learning outcomes is achieved by measuring student mastery of the competencies (tasks) indicated below.

WRITTEN COMMUNICATION

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

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

CRITICAL THINKING

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

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



Welcome

RESPONSIBILITY

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

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

QUANTITATIVE AND SYMBOLIC REASONING

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

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

TRANSFER DEGREE LEARNING OUTCOME COMPETENCIES

In addition to the campus-wide outcomes, students completing a transfer degree (AA, AS, AP-P, AB, AM) need to demonstrate mastery of the oral communication learning outcome.

ORAL COMMUNICATION

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

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

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

APPLIED DEGREE LEARNING OUTCOME COMPETENCIES

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

HUMAN RELATIONS

- Demonstrates responsibility
- Demonstrates self-worth
- Demonstrates sociability in groups
- Demonstrates self management
- Demonstrates integrity/honesty
- Participates as team member
- Teaches/helps others
- Exhibits leadership
- Negotiates agreements
- Appreciates and works with diverse groups

LEARNING OUTCOMES FOR CERTIFICATES OF 45 CREDITS OR MORE

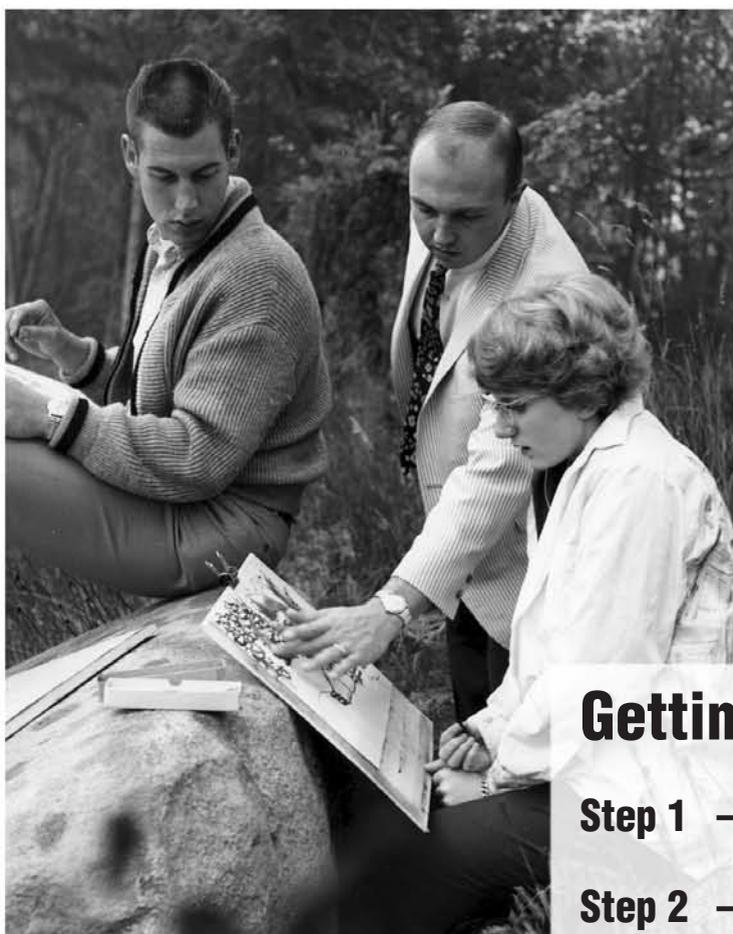
Students completing certificates of 45 credits or more need to demonstrate proficiency in three areas: communication (written and/or oral), computation, and human relations.

DESIRED RESULTS

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

Committee Revamps Student Constitution

The Constitution of Green River is again in committee and the committee has been meeting



sibility of attending this school through relatives who live here in Washington state. She now resides at 230 O Street, S.E. Auburn, with her aunt and uncle Mr. and Mrs. Wayne Mills.

Her decision to continue education beyond the high school level was influenced by a pronounced shortage of higher educational facilities in British Columbia. There is only one junior college plus the University of British Columbia and Simon Fraser University. One of the prime reasons Joan chose a college in Washington was because the education was available to all students. Joan said, "At this time British Columbia seems preoccupied with higher educa

Keep Santa

"Santa, please send us 50 trained police dogs. Thank you - Sheriff Dept., Selma, Ala."

"Santa, could I have a Phyllis Diller doll? - Fang."

"Dear Santa, could you find me a new set of feathers, my old ones are worn out. Thank you-NBC Peacock."

Getting Started

Step 1 - Admissions

Step 2 - Financial Assistance

Step 3 - Assessment

Step 4 - Orientation

Step 5 - Career Center/ Advising/ Educational Planning

Step 6 - Registration

Step 7 - Accessing Resources

is just not for me." Politics has also always held a special interest for him. In Oregon he ran for the state legislature. Although he was defeated, Hansen feels that he has learned a great deal from this experience. When Hansen came to Green River after many trips throughout the United States and Mexico, he feels now that his traveling days are about over. "Although my feet have been itchy since high school, I think now they are getting tired feet."

Hansen is now looking forward to the growth and expansion of the library at Green River. He has many new ideas that he hopes to bring to GRCC. Among these are a film and lecture series.

Hansen's spare time is now spent mostly at home with his wife and five children; and putting around with his "... only cynocracy," a Volkswagen bus, which the rest of his family hates.

Now Calls Ski Club to Slopes

Last weekend enough snow fell on the mountains to allow Crystal Mountain Ski Resort to open its facilities. So the members of the Green River Ski Club held a quick meeting, decided to spend





GETTING STARTED AT GREEN RIVER COMMUNITY COLLEGE

THE STUDENT SUCCESS PROGRAM CHECKLIST

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

<p>Step 1 _____ Admissions</p>	<p>Apply for admission. You may apply online or submit an application to Enrollment Services. Once your application has been processed, you will receive an acceptance packet that includes your ID number.</p>
<p>Step 2 _____ Financial Assistance</p>	<p>Complete your financial aid applications (FAFSA and Green River's Financial Aid Application) by April 15 for fall quarter. Allow at least 12 weeks for application processing before the beginning of any other academic quarter. Scholarships, grants, loans and work-study programs are available. The Financial Aid Office is located on the second floor of the Lindbloom Student Center.</p>
<p>Step 3 _____ Assessment</p>	<p>Accurate assessment and placement supports your academic success. New students are required to take the COMPASS assessment or provide appropriate documentation of college placement prior to registering for classes. If you think you qualify for accommodations with assessment for reasons of disability, please contact Disability Support Services.</p>
<p>Step 4 _____ Orientation</p>	<p>New Student Orientation is an important step toward understanding the resources, services, and programs available to you as a Green River student. Orientation information is distributed through the Assessment and Testing Center as part of your student information packet.</p>
<p>Step 5 _____ Career Center/Advising/ Educational Planning</p>	<p>Speak with a career specialist, faculty advisor or educational planner prior to registration. When you meet with an advisor you should have your COMPASS scores and copies of any previous college transcripts available. If you have selected a professional/technical program, schedule an appointment with a faculty member from that program prior to registration to ensure appropriate course selection. <i>Advising is required for new students their first quarter.</i></p>
<p>Step 6 _____ Registration</p>	<p>You may register during, or anytime after, your registration access time. You may find your access time and register for your classes through Online Services. Refer to the quarterly class schedule or the college Web site for tuition due dates and registration procedures. Following registration, you may proceed to the bookstore to purchase appropriate textbooks.</p>
<p>Step 7 _____ Accessing Resources</p>	<p>Become familiar with the many academic and personal resources offered at Green River. Examples include child care, housing, transportation, Counseling and Health Services, Women's Programs, tutoring, Multicultural Services, TRIO, and Disability Support Services.</p>
<p>We hope you enjoy your educational and personal experiences at Green River. If at any time you need guidance or clarification, stop by Enrollment Services on the second floor of the Lindbloom Student Center for assistance or call (253) 833-9111, ext. 2500.</p>	



STEP 1 Admissions

ADMISSIONS CHECKLIST

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

WHO CAN BE ADMITTED?

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

WHEN SHOULD YOU APPLY?

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

Students may begin most programs any quarter, but some professional and technical programs are designed to begin fall quarter only. See area of interest in “Programs of Study” to determine program entry times.

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

HOW TO APPLY

Students may apply for admission:

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

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

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

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

AGE EXCEPTION POLICY

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

1. Students under the age of 18 who have not earned a diploma or the equivalent from an accredited high school may be admitted only upon appropriate release from their high school. Home-schooled students are also subject to the special admission requirements. Students will be required to submit a High School Release Form signed by the appropriate high school official when they apply for admission and register. These forms are available at area high schools. Applications for underage students must have a release form attached in order to be processed.
2. Persons who meet the requirements of the Running Start program may enroll in most college transfer and vocational classes if the student meets the prerequisites associated with the given course and are authorized for such enrollment by their high school.
3. Students under the age of 16 normally will not be admitted. If a potential student will not be 16 by the starting date of the quarter they wish to attend and want to pursue enrollment, the interested party must contact the Director of Educational Planning to seek an exception. Enrollment decisions will be made according to the following criteria:
 - a. The student must be referred to Green River from an academic institution or educator. This referral will include a required release form from the student’s home institution, signed by the counselor (referring agency) and the student’s parent or guardian.
 - b. Students will be admitted on a space-available basis; formal enrollment may be completed no earlier than the third day of the quarter.
 - c. If it is determined that the student is eligible for courses available through the public school system, the student should not be enrolled.
 - d. Students must meet course prerequisites and demonstrate academic preparedness through COMPASS placement or an independent evaluation by a full-time faculty member from the impacted division(s).
 - e. Appropriate evaluation of the student’s maturity/college readiness. This can be accomplished through a personal interview between the student, the Dean of Student Services or his/her designee, the dean of the appropriate academic division, and the instructor of record for the course(s) to be taken. It may be appropriate to include the parent/guardian of the student in these discussions.
 - f. Students may not drop or add courses during an approved quarter without appropriate approval from the instructor.
 - g. Students are required to make academic progress (GPA of 2.0 or above) each quarter.

Students not complying with these procedures will be disenrolled.



Getting Started

APPLICATION FOR RE-ADMISSION

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

HEALTH SCIENCE SPECIAL ADMISSION REQUIREMENTS

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

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

INTERNATIONAL STUDENTS

ADMISSIONS

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

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

APPLICATION REQUIREMENTS

- Must be a high school graduate or at least 17 years of age
- Complete an international application for admission and submit it to Green River's International Programs office
- Send a \$50.00 application fee
- Submit one of the following as a statement of financial support for one full year of study in the U.S.A.
 1. Personal or family sponsored: Bank statement, certification of wages, or similar statement of financial resources
 2. Government or company scholarship: Official sponsorship letter
 3. Sponsor living in the U.S.A.: Notarized I-134 sponsorship document

ENGLISH PROFICIENCY REQUIREMENTS FOR PROOF OF ACADEMIC PROGRAM ADMISSION

- Successful completion of all Level 5 classes in Green River's Intensive English as a Second Language (IESL) program
- Score of 500 on International Test of English as a Foreign Language (TOEFL) or on the Green River institutional TOEFL
- Completion of the final level of the English as a Second Language program at either ELS or EF Language schools
- Placement in or completion of English 110 or higher at a recognized English language college or university

TRANSFER-IN STUDENTS

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

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

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

STEP 2 *Financial Assistance*

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

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

ELIGIBILITY

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

- have a high school diploma or GED certificate;
- be enrolled in an eligible degree or certificate program;
- be a U.S. citizen or national, or an eligible non-citizen;
- meet satisfactory academic progress standards;



- not owe a refund on any federal grant or be in default on a federal student loan;
- register for selective service, if male and age 18 or older; and not recently convicted for possession or sale of a controlled substance (illegal drugs).

HOW TO APPLY FOR FINANCIAL AID

Apply for admission to the college.

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

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

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

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

SCHOLARSHIPS

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

The Green River Community College Foundation offers over 40 different scholarships to new and/or returning students each year. Scholarship criteria can range from areas such as talent, academics, career interest, program of study or leadership, to a need basis or single parent status. In addition, the Financial Aid Office provides scholarship search resources, scholarship listings and applications from off-campus.

SPECIAL PROGRAMS

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

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

FINANCIAL AID PROGRAMS

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

Employment Programs

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

Loan Programs

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

Scholarships

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

WORKFIRST TUITION ASSISTANCE

(253) 833-9111, ext. 2211

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



Getting Started

WORKER RETRAINING

(253) 833-9111, ext. 2211

Assistance for Laid-off Unemployment Recipients and Displaced Homemakers

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

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

STEP 3 *Assessment*

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

ASSESSMENT AND TESTING CENTER

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

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

ENGLISH PLACEMENT

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

READING PLACEMENT

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

MATHEMATICS PLACEMENT

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

ASSESSMENT WAIVER

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

- Students who have earned an Associate in Arts degree or higher from another college or university and who submit official transcripts showing successful completion of college-level math and English 110 (or its equivalent) with a grade of 2.0 or above.
- Transfer students who submit official transcripts showing successful completion of college-level math and English 110 (or its equivalent) with a grade of 2.0 or above.





- Students planning to take seven or fewer total credits that do not include or require math or English.
- Students who have taken the Advanced Placement examination in Math and English and received a grade of 3, 4 or 5 in each area. (See Advanced Placement on pages 32-34 for more information.)

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

FOREIGN LANGUAGE PLACEMENT

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

STEP 4 Orientation

Student Programs
(253) 833-9111, ext. 2402

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

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

STEP 5 Career Center/Advising/ Educational Planning

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

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

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

Educational Planning

(253) 833-9111, ext. 2641

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

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

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





Getting Started

Tuition Rates 2004–2005 <i>Tuition and fees are subject to change by the Washington State Legislature and the Green River Board of Trustees.</i>	Resident	U.S. Citizen/Immigrant Non-Resident Waiver	Other Non-U.S. Citizen and International
Per credit (1-10 credits)	\$66.15	\$79.35	\$237.85
Per credit (11-18 credits)	10.50	10.50	14.30
All credits over the 18th credit, except for students in approved professional and technical classes, Persian Gulf veterans and high school completion (per credit)	59.50	72.70	231.20
Professional and Technical surcharge for more than 18 credits (per credit)	9.40	39.40	39.40
High School completion age 19 and over (per credit)	9.40	66.15	N/A
High School completion surcharge for more than 10 credits (per credit)	10.50	59.50	N/A
<p>NOTE: <i>Students auditing classes pay regular tuition and fees.</i></p> <p><i>In accordance with state policy, Green River is reviewing optional fee waivers for veterans. Changes to be effective Winter 2005. See quarterly class schedule for current fees.</i></p> <p><i>Non-Resident Waiver—U.S. citizens and INS-approved permanent residents are eligible for this waiver while establishing their Washington state residency.</i></p> <p><i>Other and International—Visa classifications that are not eligible to establish residency, including international students.</i></p>			

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

To make the advising experience work, Green River suggests:

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

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

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

STEP 6 Registration

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

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

CANCELLATION OF ADMISSIONS AND REGISTRATION

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

COLLEGE COSTS

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

TUITION AND FEES

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

OTHER FEES

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

A technology fee of \$5 per credit, not to exceed \$60, is applied to all credits.

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

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



SPECIAL FEES

Assessment	10.30
Cap and gown, tassel	24.00
General Education Development Test (GED)	50.00
Graduation fee	10.00
Lock fee (refundable)	7.50

All fees are subject to change.

COMPLETE WITHDRAWAL FROM COLLEGE

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

Obtain a registration form from the Enrollment Services Office.

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

Return the form to the Enrollment Services Office.

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

CREDIT LOAD

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

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

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

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

WHEN TO REGISTER

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

New student registration begins immediately following the currently enrolled student registration cycle. New students who have an application on file will automatically be assigned a registration access time, determined by their application date. New students will be mailed registration information prior to the new student registration cycle. Advising is required for students their first quarter.



ONLINE REGISTRATION

Personal Identification Number (PIN)

Your originally assigned PIN is your six-digit birthdate (mm/dd/yy). To change your PIN via the Web, follow these instructions:

Web (online)

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



Getting Started

Web Inquiry Option

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

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

LAST DAY TO REGISTER

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

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

NO SHOW REPLACEMENT

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

REFUND POLICY

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

Students will receive a 100 percent refund when:

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





Students will receive an **80 percent** refund when:

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

Students will receive a **40 percent** refund when:

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

Students forfeit all claims to refunds of tuition when:

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

Please note these additional conditions:

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

FORMS

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

APPEALS

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

REFUNDS/RETURN OF FEDERAL FINANCIAL AID FUNDS

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

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

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

RESIDENCY REQUIREMENTS

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

1. Financially Independent Student:

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

OR

2. Financially Dependent Student:

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

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



Getting Started

Note these additional points:

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

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

OR

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

AND

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

Please contact Enrollment Services for more information.

NONRESIDENT WAIVER

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

SCHEDULE CHANGES

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

ADDING OR DROPPING

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

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

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

1. Obtain a change of schedule form from Enrollment Services.
2. With the assistance of a faculty advisor or an educational planner, fill in all the information requested on the form.
3. If the change occurs after the third day of classes, obtain the signature of all instructors involved.
4. When adding a class, students must present the change of schedule form to Enrollment Services before paying any fees to the Cashier's Office. Please note: A late fee of \$35 *per class* will be applied to all classes added after the tenth day of the quarter.
5. Class changes occurring after classes begin may result in additional charges in conjunction with the refund policy. See College Costs, page 13.

WITHDRAWAL FROM CLASSES

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

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

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

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

Step 7 Accessing Resources

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

en Begin Workouts

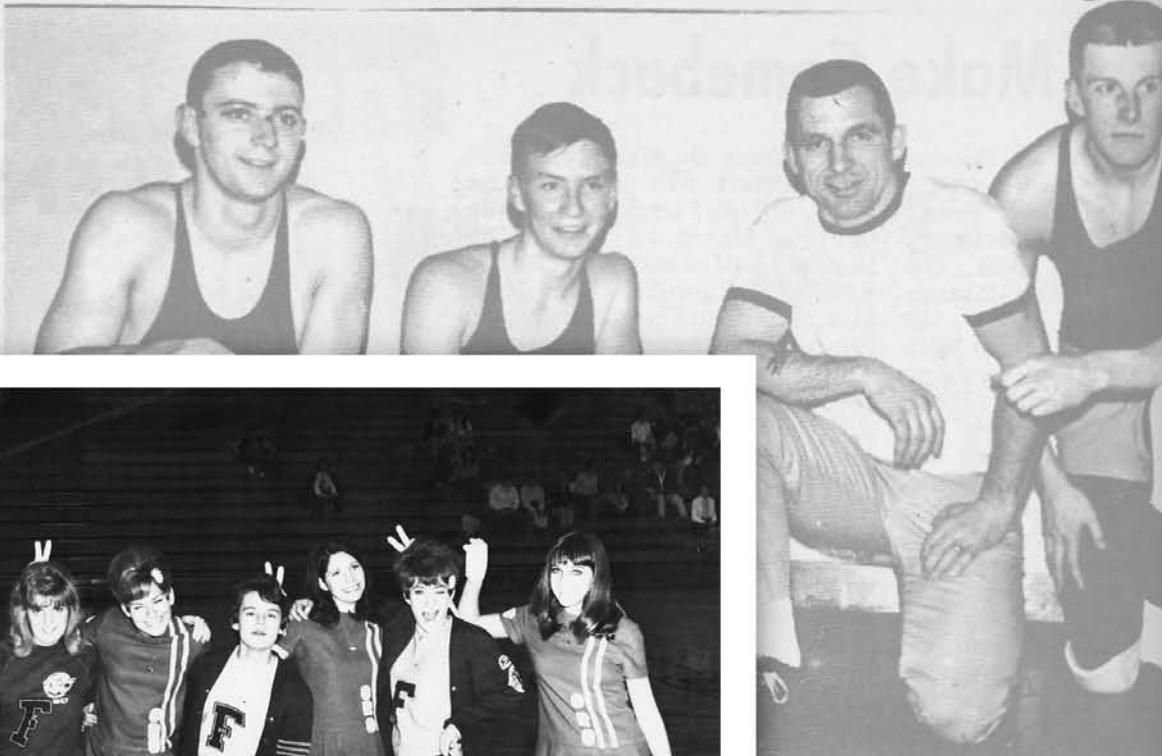
The team will have green and gold uniforms that have been discribed by the coach as being quite colorful and flashy.

Anyone interested in turning out for the team should see Bob Aubert as soon as poss

Council Sponsors Student Functions

The new Green River Student Council has spearheaded a number of activities and ideas. At these the Student Council is presently in the process of sponsoring the tolo for this Saturday

The Council is now in the process of writing a letter to Nam, sponsoring a raft race between Highline College and Green River Community College and thinking of ways to alleviate the mess in the student lot and the parking lot. A few weeks ago the Student Council appointed a committee of three to determine what is to be done with the mascot who has been staying in the technical section of the college in Auburn.



120 pounds; Coach Doug Carr and

State Meet



Student Resources

From A to Z

Bookstore to

Women's

Programs 20-25

Getting Involved

on Campus 25-26

ish Season With 12-12 Record

Hawley	27
Rodgers	2
Balmer	10
Kramer	0
TOTAL	91
P.J.C.	
Carson	11
Haakenson	4
Bell	25
Sacapanno	2
Peacock	18
Berg	0
Green	9
Lyons	24
TOTAL	93

The leading scorer for the Gators during the season was Phil Zackula, averaging 17.7 points per game. He was fol-

lowed by Jim Hawley 13.7; Rob Turner 12.1; and John Balmer 11.2.

Against J.C. competition, the team won three and lost nine. Against competition from local teams they won eight and lost four.

G.R.C.C.	Opponent	
52	Skagit Valley J.C.	97
63	Everett J.C.	77
69	Olympic J.C.	66
59	Centralia J.C.	65
68	Olympic J.C.	56
87	Grays Harbor J.C.	63
	Everett J.C.	97
	Centralia J.C.	56
	Peninsula J.C.	73
	Skagit Valley J.C.	98

To close out the season the Gators averaged 74.5 points a game during the season and their opponents averaged 70.3 points per game.





Student Resources

BOOKSTORE

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

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

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

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

CAREER DEVELOPMENT AND EMPLOYMENT SERVICES CENTER

(253) 833-9111, ext. 2555

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

CHILD CARE CENTER

(253) 939-7400

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





CONTINUING EDUCATION

(253) 833-9111, ext. 2535

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

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

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

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

Professional Education

A number of Continuing Education classes are designed to meet the needs of professionals, such as those in business management and real estate. Often courses are tailored in cooperation with professional organizations and associations to upgrade existing skills. Professionals can also earn credits for college, clock hours, continuing education units or specific requirements for licensing or certification. Online professional education classes are taught through our distance learning program at www.Ed2go.com/greenriver.

Lifelong Learning

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

Small Business

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

Job Training

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

COUNSELING

(253) 833-9111, ext. 2460

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

DISABILITY SUPPORT SERVICES (DSS)

(253) 833-9111, ext. 2631

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

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

EQUITY AND DIVERSITY CENTER

MISSION

The Equity and Diversity Center (EDC) is an advocate and resource for the GRCC community which seeks to foster an understanding of what it is to live in a multicultural/pluralistic society. We believe that diversity enhances our college community and equity promotes success for all.

GOALS

- To recruit students of color and underrepresented women.
- To participate in the retention of underserved students and their efforts to achieve academic success.
- To create a positive and inclusive campus climate where underrepresented populations achieve quality in every respect and have full access to services.
- To collaborate with faculty on issues of diversity and equity.

Please contact Women's Programs at ext. 2547 (LSC-232), or Multicultural Services at ext. 2403 (LSC-253).



Student Resources

FOOD SERVICE

(253) 833-9111, ext. 2396

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

HEALTH SERVICES

(253) 833-9111, ext. 2430

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

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

HOLMAN LIBRARY

(253) 833-9111, ext. 2090

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

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

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

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

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

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

HOUSING

ON-CAMPUS HOUSING

Campus Corner Apartments is an apartment-style living community located on campus. Each unit is fully furnished and includes a kitchen, dining/living area, two bathrooms and four private bedrooms. Laundry facilities are located in the central Community Building, a short walk away. The 2004-05 rate, based on a 12-month lease, is \$495 per person per month. The cost includes all utilities, high-speed Internet, cable TV and local phone plan.

To qualify for Green River student housing the student must be, throughout the term of the 12-month lease, registered at Green River and enrolled in at least three of four quarters with a minimum of 10 credit hours per quarter, or registered as a student in a program approved by Green River.

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

HOMESTAY & HOMESHARE

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

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

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

International students who need assistance with housing arrangements can call the International Programs housing manager at 253-288-3300, ext. 2130.

INTERNATIONAL PROGRAMS

(253) 288-3300

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

MULTICULTURAL SERVICES

(253) 833-9111, ext. 2403

The goal of Multicultural Services is to promote an open campus environment that supports and reflects the histories and experiences of under-represented students. The office sponsors campus community events and educational workshops that create opportunities for constructive dialogue about diversity issues, while celebrating different cultures. Multicultural Services also encourages students to express pride



in their identity, ethnicity, and culture by joining student associations which include but are not limited to the Multicultural Student Alliance, Black Student Union, Asian Student Union, Native American Student Association, Latino Unidos, and the Gay/Straight Alliance. All students are welcome to participate.

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

- Academic advising referrals
- Advocacy within the college system
- Career exploration referrals
- College tours
- Financial aid application and scholarship search assistance
- Support regarding cultural and identity issues
- Tutoring

OFF-CAMPUS LOCATIONS

CENTER AT KENT

**841 N. Central Avenue, Suite 106
Kent, WA 98032
(253) 833-9111, ext. 5000**

The Center at Kent, located in downtown Kent, seven miles north of Auburn, is an extension of Green River Community College. Instructional programs include credit and non-credit computer training, business management, small business, CISCO network administration, fiber optics, and home integration. Customized business or technology related classes or programs are available as well. Classes are taught by quality, industry-trained instructors and are designed to meet the needs of working adults. Skill upgrades, certifications, new career development as well as convenient parking, are a few of the reasons students attend courses at the Center at Kent. In addition, a small business counselor, as an extension of the College's Auburn Small Business Assistance Center, is on site.

CENTER AT ENUMCLAW

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

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

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

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

SMALL BUSINESS ASSISTANCE CENTER

**Co-located in downtown Auburn with the Auburn Area Chamber of Commerce and the Green River Adult Continuing Education Center at 108 South Division St. Suite A.
(253) 333-1600**

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

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

Please call the center to set up an appointment.

PARKING

(253) 833-9111, ext. 2250

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

SECURITY

(253) 833-9111, ext. 2250

The Campus Security Office is located in the Administration Building. Business hours are from 8:00 a.m. to 5:00 p.m. Security assists with emergency aid, patrols parking lots, issues violation tickets, takes the lead in crime prevention and investigation, performs security checks of campus buildings at night and oversees after-hours facility access. Security is available 24 hours a day by calling (253) 288-3350. In the case of a life-threatening emergency please use the following directions: From a campus extension, dial "9" plus 9-1-1. From a pay phone, dial 9-1-1 direct.

Notify Security immediately. From a campus extension, dial ext. 2250. From a campus payphone, press the "campus security" button, which automatically dials the security office at no charge. To contact Security for all other non-life threatening emergencies, using a campus extension, dial ext. 3350.



Student Resources

STUDENT HANDBOOK

The College produces an annual student handbook which is distributed to all students at the beginning of fall quarter, to all new students in subsequent quarters, and is available at the Student Programs Information Center. The handbook explains current student services, college and academic resources, as well as policies and procedures.

STUDENT INSURANCE

(253) 833-9111, ext. 2050

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

TRANSPORTATION

(253) 833-9111, ext. 2250

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

TRIO/STUDENT SUPPORT SERVICES

(253) 833-9111, ext. 2655

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

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

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

TUTORING SERVICES

MATH TUTORING SERVICES

(253) 833-9111, ext. 4498

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

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

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

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

OTHER TUTORING SERVICES

(253) 833-9111, ext. 2325

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

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

Evening students should call to make an appointment for tutoring.

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

VETERAN'S SERVICES

(253) 833-9111, ext. 2466

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

Green River's academic programs of study are approved by the Higher Education Coordinating Board's State Approving Agency (HECB/SAA) for enrollment of persons eligible to receive educational benefits under Title 38 and Title 10, U.S. Code. All payments are made directly to students. It is the responsibility of the student to complete applications, file reports when due, and maintain contact with the Veterans' Administration and the college regarding changes in information, programs or attendance.

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



ENROLLMENT AND SATISFACTORY PROGRESS

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

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

TUITION DISCOUNTS FOR VETERAN STUDENTS

Veterans of the Vietnam conflict who served in the Southeast Asia theater of operations are exempt from the payment of any increases in tuition and fees, provided that they meet the following requirements:

- Must have served in a U.S. military unit between August 5, 1964 and May 7, 1975 in the Southeast Asia theater of operations;
- Must qualify as a Washington state resident under RCW 28B.15.012.
- A copy of the veteran's DD-214 must be on file with Enrollment Services.

Veterans who served in a combat zone in Southwest Asia (Persian Gulf) are exempt from the payment of any increase in tuition and fees, provided that they meet the following requirements:

- Must have served in a U.S. military unit in a combat zone designated by the president during the 1991 calendar year;
- Must qualify as a Washington state resident under RCW 28B.15.012;
- Would have qualified as a Washington state resident in August, 1990.
- A copy of the veteran's DD-214 and proof of residency in August, 1990, must be on file with Enrollment Services.

WOMEN'S PROGRAMS

(253) 833-9111, ext. 2547

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

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

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

GETTING INVOLVED ON CAMPUS

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

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

The following are descriptions of activities students can get involved in at Green River.

ATHLETICS

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

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

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

CLUBS

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

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

THE CURRENT (STUDENT NEWSPAPER)

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

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

FITNESS CENTER

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

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



Student Resources

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

INTERURBAN CENTER FOR THE ARTS

(253) 833-9111, ext. 2735

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

KENU 1330 AM RADIO

(253) 833-9111, ext. 3388

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

KGRG 89.9 FM RADIO

(253) 833-9111, ext. 2188

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

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

Student Programs

(253) 833-9111, ext. 2415

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

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

PERFORMING ARTS

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

Check out:

- Heavier Than Air Family Theatre
- Theatre Extemporé
- Rendezvous

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

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

For ticket information call Student Programs at ext. 2400.

RECREATION

Student Programs

(253) 833-9111, ext. 2415

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

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

STUDENT GOVERNMENT

Student Programs

(253) 833-9111, ext. 2415

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

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



DEAN OF STUDIES

Al DeCoria, Auburn High School football coach, has been named track coach at Green River College, athletic director Bob Aubert indicated this week.

DeCoria, a veteran of seven years of coaching, said that an organizational meeting of all interested in track will be held Monday at 4 p.m. in Room L-41. Anyone who can't make it is urged to contact Coach Aubert.



Academic Information

- Opportunities 28-30
- Policies & Procedures..... 30-37
- Graduation 38

College Dis

Some 30 education officials from the Green River Community College service area met at the college last Thursday night to discuss the school's future in relation to a state bill proposing formation of separate community college districts.

Persent were superintendents and school board members from Kent, Enumclaw, Maple Valley and Auburn.

Dr. Mel Lindbloom, Green River president and program director, said.

"It was the consensus that we must maintain our identity to the point where people in the four communities continue to refer to Green River as our college."

"The boards are really concerned and expressed quite a few times that Green River is important to them," Lindbloom added.

appropriated at the state level to finance a study of the feasibility of separate community college districts as called for in House Bill 104.

The consultant, Arthur D. Little Co., is expected to be ready to present possible solutions - or "models" - by April 1, Lindbloom said.

Presently, Green River is part of Auburn School District, although funding and other important administrative functions are handled separately.

classrooms available. At the present, math, journalism, chemistry, geology, and many other classes are being held in these partially completed classrooms along with the careers of working carpenters, electricians, and paper hangers.

HEFFNER'S PHARMACY
Classes Into Unit
The fourth building will come the faculty office building and will be completed by the faculty members will have individual offices with view of our natural lake campus. The building complex for English, journalism, and language departments is scheduled to be completed for spring quarter. This give needed room in the Science Technology complex to more precise and individual study and research.



HEFFNER'S PHARMACY

12th & G St. S.E. Phone TE 3-62
AUBURN, WASHINGTON

Armstrong & Miller Tire Factory Direct Distributors

We Will Save You More



Academic Information

ACADEMIC OPPORTUNITIES

ARTICULATION AGREEMENTS

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

Transfer Institutions

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

High Schools

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

To qualify, students must meet specific requirements established by the college and high school instructors. Further agreements between high schools and additional professional and technical programs are being developed.

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

Professional/Technical—Tech Prep

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

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

DISTANCE EDUCATION

(253) 833-9111, ext. 3354

Distance Learning courses offer students additional opportunities to pursue courses, degrees, and certificates that might not otherwise be available to them. These courses are equivalent in content and credit to courses offered on campus and are usually transferable to other institutions.

Distance courses utilize technology—computers, the Internet, and televised or videotaped lessons—as well as text materials to assist students. Some of the distance courses, telecourses, and FLEX courses in particular, may require on-campus meetings for orientation, discussion, or testing. Although distance courses are convenient, to be successful students need to have strong motivation, self-discipline, and good learning skills.

For further information on how to find your distance learning course, visit <http://www.greenriver.edu/distance>, or contact the Office of Distance Learning.

Green River offers the following types of Distance Learning Courses:

Green River Online Courses

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





FLEX—Flexible Learning Experience

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

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

Telecourses

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

Washington Online Internet Courses

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

Distance Learning Self-Test (there is another one on the Distance Learning Web site)

Distance Learning classes are rigorous and require students to structure their own schedules to include the assignments and requirements of the class. These courses usually require more readings and assignments to ensure that students will cover the same material as an equivalent on-campus class. Distance Learning courses have many opportunities for students to communicate with their instructors through online discussion boards, e-mail, regular mail correspondence, and telephone. Although distance courses are convenient, to be successful, students need to have strong motivation, self-discipline, and good learning skills.

Distance Learning courses may be right for you if you can answer “yes” to the following questions:

- Are you self-motivated and self-disciplined?
- Can you stay on task and prioritize your work without direct supervision?
- Are you good at assessing your own progress?
- Do you enjoy using your computer and technology skills?
- Do you feel comfortable communicating in writing?
- Are you willing to take an active part in the learning process?
- Can you devote the appropriate amount of time to participate in a course?

Assessing your technical strengths:

- Can you create, save, and manage files on your computer?
- Do you know how to install software on your computer if needed?
- Can you use a word processor?
- Do you know how to send and receive e-mail and e-mail attachments?
- Do you have regular access to e-mail and the Internet?

- If you do not have your own computer, can you arrange to use some other computer at least two hours a day?

Students who hesitate to answer “yes” to these questions may find Distance Learning a challenge.

PROJECT TEACH

(253) 833-9111, ext. 4361

Project TEACH is a pre-service teacher preparation program designed to provide future educators with seamless pathways to teaching careers. Program options include certificates and degrees for those interested in early childhood education, para-education positions, and transfer to complete full teacher certification. Future elementary teachers can complete an Associate Pre-Professional degree in Elementary Education (see page 68). Future secondary teachers of math and science can also complete specialized AA or AS degrees (see page 69).

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

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

RUNNING START

(253) 833-9111, ext. 2641

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

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

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

STUDY ABROAD

(253) 833-9111 ext. 2160

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



Academic Information

Contact the Study Abroad office or visit www.greenriver.edu/studyabroad/ for more information.

TECH PREP

(253) 833-9111, ext. 2581

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

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

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

Eligible Programs at Green River may include:

Accounting
 Automotive Technology
 Auto Body Technology
 Aviation Technology
 Business Education
 Business Management
 Computer Systems Administration
 Drafting Technology
 Early Childhood Education
 Machining/Manufacturing Technology
 Marketing & Sales
 Natural Resources
 Network Technology
 Residential & Light Commercial Carpentry
 Welding Technology

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

WORKER RETRAINING AND WORKFIRST

(253) 833-9111, ext. 2211

Worker Retraining

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

You may qualify for Worker Retraining if-

- You've been terminated or have received a notice of layoff from your employer and will be drawing unemployment benefits; or,

- You are currently drawing unemployment benefits; or,
- You have exhausted your benefits within the past 24 months; or,
- You have been self-employed; or,
- You are a displaced homemaker.

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

WorkFirst

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

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

WorkFirst can pay for the following coursework:

- Any Professional/Technical program
- Some Continuing Education courses
- High School Completion
- GED Testing Fees
- ESL courses

ACADEMIC POLICIES AND PROCEDURES

ACADEMIC RECORDS

Change of Address

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

Confidentiality of Records

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

DegreeWorks

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



Name changes

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

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

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

Student Identification Number

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

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

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

Student Right to Privacy (FERPA)

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

Only directory information can be released without the student's authorization. A student must sign a release in order to have any other information disclosed or to withhold all information. Education information may be released to other institutions that have requested the records and in which the student seeks or intends to enroll. Information may be released to a third party without student's consent if an emergency situation exists or if information is requested officially by means of a subpoena, court order or legal report. Additionally, Congress requires student information to be released to military recruiters if officially requested. Directory information may include student's name, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, the most recent previous educational agency or institution attended by the student, and other similar information.

Transcripts

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

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

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

How do I get a copy of my transcript?

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





Academic Information

ACADEMIC POLICIES

ACADEMIC STANDARDS & PROGRESS POLICY

Every student who enrolls at Green River Community College becomes a partner with the college and the state of Washington with shared responsibilities for student progress and goal completion. As part of our responsibility to each student and to the state that helps to fund each student's college education, Green River has established expectations of student progress and academic performance. The College monitors student progress and academic performance and intervenes when expectations are not being met. In such cases, the College may determine that a student is not benefiting from continued enrollment and may take steps to limit or deny future enrollment.

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

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

- Academic Standards: Students who remain on academic probation for more than one quarter.

The college has adopted the Academic Standards and Progress Policy to support student success. The complete policy is published in the student handbook.

ADVANCED CREDITS

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

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

ADVANCED PLACEMENT (COLLEGE BOARD)

The Advanced Placement Program is a cooperative educational endeavor between secondary schools and colleges and universities. The program provides motivated high school students with the opportunity to take college-level courses in a high school setting. Students who participate in the program not only gain college-level skills, but in many cases they also earn college credit while they are still in high school. AP courses are taught by high school teachers who follow course guidelines developed and published by the College Board.

Green River Community College grants credit in a variety of subject areas for students who have obtained a particular score on their College Board

ADVANCED PLACEMENT – GENERAL EXAMINATIONS

Exam Name	Minimum Score	GRCC Course	Distribution	Comment
Art 2D Design	4	Art 109–Beginning Design	Hu	GRCC department faculty will review student AP portfolio for acceptance of credit. An additional portfolio of 5 abstract artworks plus an essay evaluating design principles of an artwork is recommended.
Art 3D Design	4	Art 110–Design and Color	Hu	GRCC art faculty also reviews student AP portfolio for final approval
Art History	5	Not available	Elective only	
Art Studio (Drawing)	4	Art 105–Beginning Drawing	Hu	GRCC department faculty will review student AP portfolio for acceptance of credit
Biology	3	Biol 100–Introductory Biology	LS	
Calculus AB	5	Math 124 & 125 (10 credits)–Calculus & Analytic Geometry 1 & 2	NS	
Calculus AB	3	Math 124–Calculus & Analytic Geometry 1	NS	

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



Academic Information

ADVANCED PLACEMENT – GENERAL EXAMINATIONS				
Exam Name	Minimum Score	GRCC Course	Distr	Comment
Calculus BC	4	Math 124 & 125 (10 credits) Calculus & Analytic Geometry 1 & 2	NS	
Calculus BC	3	Math 124–Calculus & Analytic Geometry 1	NS	
Chemistry		Under review		
Computer Science A	3	GE/C Sci 142–C Programming	NS	
Computer Science AB	3	C Sci 144–Java 1	NS	
Economics (Macro)		Under review		
Economics (Micro)		Under review		
English Language/Comp	5	English 110, and English 111, 112 or 113 (10 credits) - College Writing and Writing: Humanities, Social Science or Science/Business	BS/Hu	
English Language/Comp	4	English 110–College Writing	BS/Hu	
English Language/Comp	3	Waive English 110–College Writing, (no credit)	BS/Hu	
English Literature/Comp		Under review		
Environmental Science		Under review		
French Language	3	Fren 101–Elementary French	Hu	
French Language	4	Fren 102–Elementary French 2	Hu	
French Language	5	Fren 103–Elementary French 3	Hu	
French Literature	5	Not Available	Elective only	
Human Geography		Under review		
German Language	3	German 101–Elementary German 1	Hu	
German Language	4	German 102–Elementary German 2	Hu	
German Language	5	German 103–Elementary German 3	Hu	
German Literature	5	Not Available	Elective only	
Government & Politics (American)	4	P Sci 202–Introduction to United States Government and Politics	SS	
Government & Politics (Comparative)	4	P Sci 201- Comparative Politics and Religion	SS	

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



Academic Information

ADVANCED PLACEMENT – GENERAL EXAMINATIONS				
Exam Name	Minimum Score	GRCC Course	Distr	Comment
History (European)	5	Not Available	Elective only	
History (U.S.)	4	Hist 221 or 222–United States to 1877 or United States 1877 to Present (5 credits)	SS	
History (U.S.)	5	Hist 221 and 222–United States to 1877 and United States 1877 to Present (10 credits)		
History (World)	4	History 101, 102 or 103–The Ancient World, Early Modern World or The Modern World (5 credits)	SS	Depending on epoch taught (see history department for determination)
Latin: Latin Literature	5	Not Available	Elective only	
Latin: Vergil	5	Not available	Elective only	
Physics B	5	Not Available	Elective only	
Physics C: E + M	5	Not Available	Elective only	
Physics C: Mech.	5	Not Available	Elective only	
Psychology	4	Psych 100–Introduction to Psychology	SS	See department faculty for placement or acceptance of credit.
Russian Literature	5	Not available	Elective only	
Spanish Language	3	Span 101–Elementary Spanish	Hu	
Spanish Language	4	Span 102–Elementary Spanish 2	Hu	
Spanish Language	5	Span 103–Elementary Spanish 3	Hu	
Spanish Literature	5	Not Available	Elective only	
Statistics	4	Math 256–Statistics for Business and	NS	

Hu = Humanities/Fine Arts/English

LS = Lab Science

NS = Natural Science

BS = Basic Skills

SS = Social Science

ADDITIONAL MATHEMATICS NOTE:

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

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



Advanced Placement (AP) examinations. These exams are given by the Educational Testing Service at locations around the country. Students must submit an official copy of the Advanced Placement (AP) scores. Upon evaluation of those scores, the student will be notified of acceptable credits. Credit is posted to the student transcript at the time of graduation only.

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

COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)

(253) 833-9111, ext. 2650

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

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

MILITARY SCHOOL CREDITS

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

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

Procedure

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

AUDITING A CLASS

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



Academic Information

CHANGE OF PROGRAM

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

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

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

GRADING SYSTEM AND POLICY

Grades

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

A	4.0–3.9	
A–	3.8–3.5	
B+	3.4–3.2	
B	3.1–2.9	
B–	2.8–2.5	
C+	2.4–2.2	
C	2.1–1.9	
C–	1.8–1.5	
D+	1.4–1.2	
D	1.1–0.9	
D–	0.8–0.7	Lowest passing grade
F	0.6–0.0	Failure or unofficial withdrawal—no credit given

Additional Grade Designations:

- I Incomplete.** An instructor may record a student's work as incomplete when the student has been delayed in completing the required work for a good reason. Incompletes are to be made up according to a signed agreement between the instructor and student. A copy of this agreement is kept on file in Enrollment Services. Incompletes not made up remain permanently on the record. The Incomplete is not posted to "hours attempted" until the Incomplete has been made up. "I" does not affect GPA. Student has four quarters (or less if instructor indicates) to finish incomplete grades.
- N Audit.** Indicates the student enrolled for information only (no credit given) and attended class regularly. "N" does not affect GPA. (See "Audit Class"). "N" is considered a grade and is affected by the repeat grade policy on the student's transcript.
- NC No Credit.** Indicates the student petitioned the registrar for a P/NC grade (prior to the end of the eighth week of the quarter) and received a decimal grade lower than 1.0.



- P Pass.** Indicates the student petitioned the registrar for a P/NC grade (prior to the end of the eighth week of the quarter) and received a decimal grade equal to or greater than 1.0.
- S Satisfactory.** Indicates the student is making satisfactory progress but has not completed all the competencies for a given level of instruction. No credit is awarded. The S grade may be used only for BASIC and ESL classes numbered under 100. Courses with "S" grade designators cannot be applied toward any degree or certificate program. Courses with "S" grades indicate "work in progress" and do not denote course completion.
- W Official Withdrawal.** Indicates the student initiated an official withdrawal from class. See "Withdrawal From Classes" and other appropriate sections on page 18. "W" does not affect GPA.

Grading Symbols

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

- * Missing Grade.** No grade assignment given. Student must contact instructor.
- R Repeat.** The symbol "R" after a grade indicates the student later repeated the class. The grade/credit from this class does not affect GPA. (This is used on transcripts after the grade or grades earned in a first/previous class.)
- Y Work in Progress.** The class is in progress at grading time.

Students should contact the instructor regarding questions about the grade received.

Grades, Obtaining

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



Grading Policy

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

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

Grade changes are not valid for W or N grades.

Grade changes are to be signed by the “instructor of record” or, in cases when the instructor cannot come to campus, by the chairperson or instructional dean.

Pass/No-Credit Policy (P/NC)

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

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

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

Repeating a Course

Students may not repeat a course for which they have earned credit except when such a repeat is necessary to satisfy a requirement for improving academic or skill progress (grades). Under no circumstance can students repeat any course more than twice. (This is defined as two repeats in addition to the original enrollment.) The Health Science and Family Studies Division has more restrictive policies regarding repeating classes. See program advisor for specific information.

Credit by Challenge

Students may enroll for credit by challenge in a course with the instructor’s approval if they meet the following:

- Students believe they have achieved the required knowledge or skills necessary to receive credit without regularly attending the class sessions; and
- Students are eligible to take the course.

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

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

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





Academic Information

Withdrawal Policy

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

GRADUATION

(253) 833-9111, according to first letter of student's last name.
A-G, ext. 2629 H-P, ext. 2633 Q-Z, ext. 2518

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

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

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

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

Each degree or certificate requires a separate application form.

Students may graduate at the end of any quarter.

Commencement

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

Degree Exception

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

Graduation Awards

Scholastic Awards

Scholastic awards celebrate student success by recognizing graduates who:

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

Division Awards

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

Honors

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

Highest Honors	3.9 GPA
High Honors	3.7 GPA
Honors	3.5 GPA

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

International Academic and Leadership Award

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

Leadership and Service Awards

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

Multicultural Award

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

President's Award

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

Start Winter Quarter

the first sub-
Seminar for
River Com-
the Small
ambers' of
e Board for
er of more
y. The meet-
ings at 6:30
nt Training
ally Dunn,
old Heath,
Walter Jen-
nclaw; Miss
t, Federal
ymons Fro-
us, Owner,
eese, Own-
Bryant, Re-
Kennelly,
have ob-
d seminar
to owners
ollment in
n from the
College.
ard J. Pas-
t, L. Evert
age, Gerrit
oma.
Reinhart

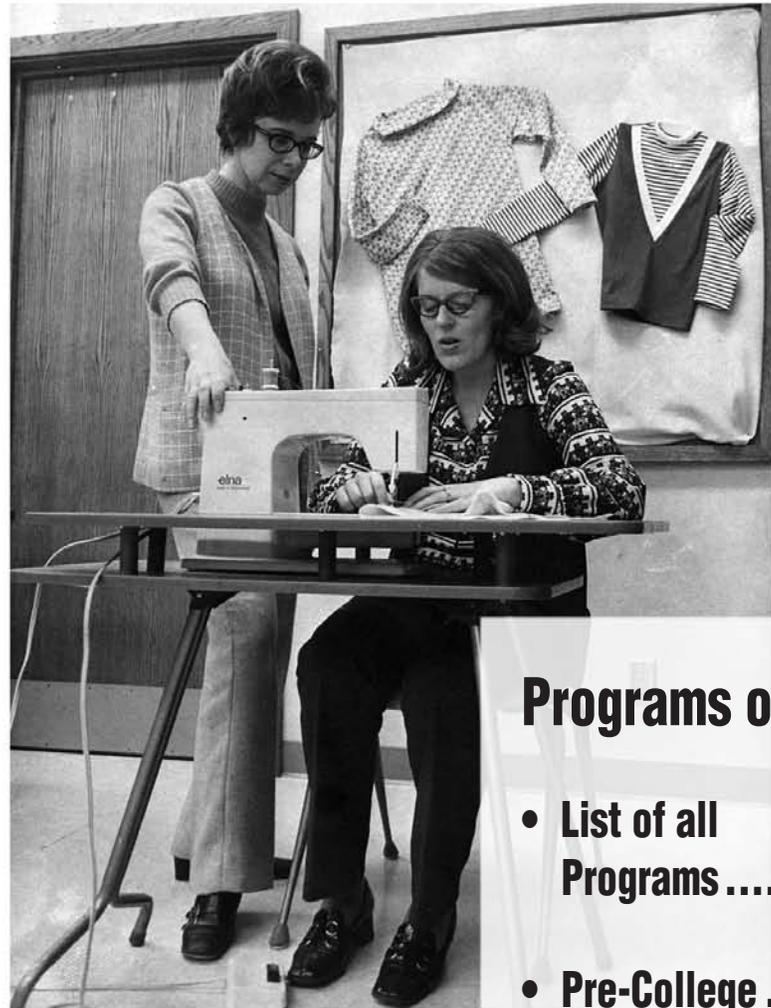
Klein, Auburn-Kent Credit Bureau.
January 26 - Financing Control, Carl Swensen, Sweden Freezer Mfg. Fred Kimball, Heath Tecna-Plastics Co., Inc. Robert Thome, Small Business Administration.
February 2 - Management Understanding of Account, Norma Weiss, CPA; Mrs. Reve Johnson, CPA.
February 9 - Management Processing, Harold Step-tional Bank Tacoma; E.E. C
February 16 - Legal Pro Ken Ingalls, Attorney.
February 23 - Marketing cott, Heath Mfg.
March 2 - Effective Merc motion, Fred Westberg, W
March 9 - Advertising ment, Fred Sprague, Pacifi
March 16 - Human Rel ers, Weyerhaeuser; Fred Company.
March 23 - Personnel Raught, Weyerhaeuser; Equipment Co.
March 30 - Purposeful Heath, Heath Tecna-Plasti
April 6 - Communication Yolando Johnson, Boeing Shaffer, Goodwill Industri
April 13 - Customer Relat haeuser; Guy V. Sweet, Seattle.
April 20 - Banquet Meetin Policy Formatio



JOHN HANSCOM

History, Politics Step Hanscom Busy

sy with two American history
es and two political science
es is Green River College's
Hanscom.
er graduating from the Uni-
ty of Washington with both
and M.A. degrees, Hanscom
n teaching at Mt. Baker



Programs of Study

- List of all Programs 40-43
- Pre-College 44-45
- University Transfer 46-69
- Professional/Technical 70-128

Regis
Daily
p.m. except December 16
through 31. December 16
through 31 registration
hours will be 8:00 a.m.-
5:00 p.m.

January
★ Transferable to a 4-year
★ Usually transferable
Telephone: TEmp 3-9

CLASS SCHEDULE - WINTER QUARTER - 1965-66

CLASS	TIME
★ Introduction to Business	7-9 p.m. TTh
★ Fundamentals of Accounting	7-10 p.m. TTh
★ Business Agreements	7-10 p.m. TTh
★ Basic Leadership	7-10 p.m. TTh
★★ Management Seminar (15 weeks)	6:30-8:30 am W
★ Real Estate Sales	7-10 p.m. Th
★★ Introduction to Advertisement	7-10 p.m. W
★★ Salesmanship	7-10 p.m. TTh
★★ Typing 1st Quarter	6:30-8:30 M.W.
★★ Typing 2nd Quarter	8:30-10:30 MW
★★ Business Machines	6:30-8:30 MW
★★ Business Machines	8:30-10:30 MW
★★ Shorthand, 1st Quarter	8:30-10:30 MW
★★ Shorthand, 2nd Quarter	6:30-8:30 MW
★★ Transcription	7-9 p.m. TTh
★ Accounting I	7-10 p.m. T
★ Accounting II	7-10 p.m. Th
★ Beginning Bishop	7-10 p.m. Th
(Clothing Construction)	



Programs of Study

DEGREE AND CERTIFICATE PROGRAMS

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

Pre-College	University Transfer	Professional/Technical
ABE –Adult Basic Education		
ESL –English as a Second Language	AA-DTA –Associate in Arts degree–Direct Transfer Agreement	AAA –Associate of Applied Arts
GED –General Education Development Test	AB-DTA –Associate in Business degree–Direct Transfer Agreement	AAS –Associate of Applied Science
HSC –High school completion	AM-DTA –Associate in Math Education degree–Direct Transfer Agreement	AAA-PTS –Associate of Applied Arts in Professional Technical Studies
IESL –Intensive English as a Second Language	A-PP –Associate Pre-Professional degree	AAS-PTS –Associate of Applied Science in Professional/Technical Studies
	AS-T –Associate of Science–Teaching	AD –Associate Development degree
	AS-Opt 1 –Associate of Science (Biology, Environmental Science, Chemistry, Geology and Earth Sciences)	Cert –Certificate (over 45 credits)
	AS-Opt 2 –Associate of Science (Engineering, Engineering Technology, Computer Science, Physics and Atmospheric Sciences)	Cert-P –Certificate of Proficiency
	Cert –Certificate	

Program	AAA	AAS	AB-DTA	AM-DTA	A-PP	AS-T	AS-Opt 1	AS-Opt 2	CERT	CERT-P	Page No.
Accounting	X									X	76
Accounting Clerk										X	77
Advanced Communication Studies										X	67
Art-Ceramics										X	65
Art-Design										X	65
Art-Photography										X	65
Art-Studio										X	65
Atmospheric Science								X			57
Auto Body Technology		X									77
Collision Repair										X	77
Painting and Refinishing										X	78
Automotive Technology		X									78
Brakes, Steering and Suspension										X	78
Electrical Systems										X	79
Engine Performance										X	79
Heating and Air Conditioning										X	79
Transmission and Transaxle										X	80
Aviation Technology											80-83
Air Transportation		X									80
Air Traffic Control/Airline Dispatch		X									80
Helicopter Pilot		X									81
Professional Pilot		X									81
Advanced Aviation Knowledge										X	81



Programs of Study

Program	AAA	AAS	AB-DTA	AM -DTA	A-PP	AS-T	AS-Opt 1	AS-Opt 2	CERT	CERT-P	Page No.
Advanced Air Traffic Control										X	82
Aircraft Dispatcher										X	82
Airline Dispatcher Completion										X	82
Basic Aviation Knowledge										X	82
Intermediate Aviation Knowledge										X	82
International Flight Planning										X	83
Biology						X	X				55, 60
Broadcasting					X				X		66
Business			X								51
Business Education											83-91
Administrative Assistant		X							X		83
Data Entry										X	84
File Clerk										X	84
Office Support 1										X	85
Office Support 2										X	85
Computer Applications Specialist	X								X		85
Distance Education Preparation										X	86
Legal Administrative Assistant	X										86
Paralitigator										X	87
Medical Office Assistant	X										88
Medical Office Manager										X	88
Medical Coding										X	89
Medical Transcriptionist										X	89
Medical Transcription Computer										X	90
Business Management	X										90
International Business	X										90
International Business Specialist										X	91
Marketing and Sales	X									X	91
Supervisor										X	91
Carpentry Technology – Residential and Light Commercial Carpentry		X								X	92
Basic Construction Management Skills										X	92
Residential Concrete Forming and Placement										X	93
Residential Exterior Finish Level 1										X	93
Residential Light and Commercial Framing 1										X	93
Residential Light and Commercial Framing 2										X	93
Residential Interior Finish Level 1										X	94
Residential Interior Finish Level 2										X	94
Intermediate Construction Management Skills										X	94



Programs of Study

Program	AAA	AAS	AB-DTA	AM -DTA	A-PP	AS-T	AS-Opt 1	AS-Opt 2	CERT	CERT-P	Page No.
Cashier/Checker Training										X	94
Chemistry						X	X				55, 61
Communication Studies									X		67
Computer Reporting Technologies – Captioning	X										95
Computer Reporting Technologies – Court Reporting	X										96-97
Medical Stenoscryptionist										X	98
Scoptist/Text Editor										X	98
Text Entry										X	99
Computer Science					X			X			67
Computer Systems Administration											99-102
Database Design and Administration		X									99
Network Technology		X									100
Programming		X									100
Advanced Network										X	101
Fundamental Network										X	101
Help Desk										X	102
IT Basics										X	102
Computing & Software Systems					X						67
Criminal Justice		X									103
Corrections										X	103
Law Enforcement										X	104
Fingerprint Technology										X	104
Design Technology											104-110
Architectural Drafting										X	104
Architectural, Structural and Civil Drafting									X		105
Civil Drafting										X	105
Construction Design Technology		X									106
Design Drafting Technology		X									106
Drafting										X	107
Manufacturing Technology-CIM		X									108
Mechanical 3-D CAD										X	108
Mechanical CAD										X	108
Mechanical Design Technology		X									109
Mechanical Drafting									X		109
Structural Drafting										X	110
Early Childhood Education	X									X	110
Child Development Associate Preparation										X	111
Early Childhood Assistant Teacher										X	112
Montessori Teaching										X	112
Paraeducator	X										111
Instructional Aide										X	112



Programs of Study

Program	AAA	AAS	AB-DTA	AM - DTA	A-PP	AS-T	AS-Opt 1	AS-Opt 2	CERT	CERT-P	Page No.
Earth Science							X				55
Elementary Education					X						68
Engineering					X			X			68
Engineering Technology								X			57
Environmental Science							X				55
Forensic Technology		X								X	113
General Science						X					59
Geographic Information Systems		X								X	114
Geology							X				55
Health Services Paraprofessional										X	114
Manufacturing Technology		X								X	115
Math				X							53
Math/Science Certificate for Elementary (K8) Teachers									X		69
Natural Resources		X			X						69, 116
Geographic Information Systems Option		X									116
Park Management		X									117
Water Quality		X									117
Nursing											118-119
Nursing Assistant										X	118
Practical Nursing									X		118
WorkFirst Nursing Assistant										X	119
Occupational Therapy Assistant		X									119
Physical Therapist Assistant		X									121
Physics						X		X			57, 63
Professional/Technical Studies	X	X									123
Water Supply and Wastewater Technology											125-127
Wastewater Technology		X									125
Municipal Wastewater Treatment Technology										X	126
Wastewater Collection Technology										X	126
Water Supply Technology		X									127
Water Distribution Technology										X	127
Welding Technology		X									128
Basic Arc and Flame										X	128
Intermediate Arc and Flame										X	128
Advanced Arc and Flame										X	128



PRE-COLLEGE

ADULT BASIC EDUCATION

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

Green River offers many different kinds of help, from full-quarter classes to walk-in individualized assistance for particular skill development. The idea is to help students fill in educational deficiencies, develop study skills, and discover career potential. The instructors in these skill-building programs offer the individualized attention that is required for meeting such goals.

Students may work on adult basic education/GED preparation, high school diploma, reading, mathematics, English, medical terminology, career exploration, study skills and interpersonal relations. GED tests are given by the Assessment and Testing Center in the Rutkowski Learning Center (RLC).

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

Tutoring services are available not only to help students with formal class work for credit, but also to enable students who have learning problems to receive help on an individual drop-in basis.

The objectives of developmental education include academic preparation, assisting students in self-evaluation, defining and establishing realistic goals, adjusting to college, and adjusting to life. It is also designed to support classroom instruction with additional educational experiences and opportunities determined by student needs and interests.

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

ENGLISH AS A SECOND LANGUAGE (ESL)

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

GENERAL EDUCATION DEVELOPMENT TEST (GED)

The GED is a high school equivalency test that documents a person's level of learning. It measures knowledge and academic skills against those of today's traditional high school graduates.

The GED is recognized by many employers and colleges. Ninety five percent of U.S. colleges and universities recognize the GED credential. More than half of the GED test-takers intend to go on to college or postsecondary training.

The GED tests measure knowledge in five different areas: language arts-writing, language arts-reading, social studies, science, and mathematics. An important feature of the GED tests is an essay that documents your ability to write and communicate effectively.

Test Area	No. of Questions	Time Limit
Language Arts, Writing Part I	50	75 minutes
Language Arts, Writing Part II	1 essay	45 minutes
Social Studies	50	70 minutes
Science	50	80 minutes
Language Arts, Reading	40	65 minutes
Mathematics	50	90 minutes

Green River offers several GED preparation classes to assist the student in enhancing current knowledge or increasing confidence. Classes are available for students who are 16 years of age or older. Students under the age of 19 must have a high school release form for classes and another for testing. Additional information is available online, in the course description portion of this catalog and in the quarterly class schedule.

Green River is a test site for the GED. Please contact the Assessment and Testing Center at ext. 2650 on days, times and fees.

HIGH SCHOOL COMPLETION

Note: The Washington Board of Education will be introducing new graduation requirements effective July 1, 2004.

Green River Community College offers a complete schedule of courses every quarter that meets the requirements for a high school diploma as defined by the Office of the State Superintendent of Public Instruction and the Washington Board of Education. Students complete the required classes to earn a Washington State Diploma. Students can pursue high school credits in a variety of ways:

- Earn credits at Green River and transfer them back to their high school, for a high school awarded diploma
- Earn credits at Green River and apply those credits along with their high school credits to a GRCC awarded high school diploma
- Obtain a high school release to earn all remaining high school credits at Green River to be awarded a Green River high school diploma



High School Completion Admission Requirements

Entrance into the program has special requirements and students must complete a minimum number of credits to remain in the high school completion program and earn a diploma.

- Students need to make an appointment with a Green River educational planner
- Provide a copy of their high school transcript. A high school release form may be required in some cases
- Students are required to provide identification, proof of birth date
- Students must provide official transcripts of all previous academic credit.

Reduced tuition (tuition waivers) is available for those students 19 years or older, or in some cases, for those students under the age of 19 with special permission from the school district.

Special Admissions Procedures

There are special admissions procedures for high school completion.

If students are 19 years old or older and want to apply for High School Completion, they must complete the following prior to the start of classes:

- Submit an official copy of their high school transcript to the Educational Planning Center
- Complete an application for admission and take the college assessment test
- Call Educational Planning Center for an appointment with an educational planner. The educational planner will determine the classes needed to complete the diploma
- To be eligible for special tuition for this program, students need to meet with an educational planner each quarter prior to registering.

If students are 18 years old and their original high school class has not graduated, they must complete the following prior to the start of classes:

- Submit an official copy of their high school transcript to the Educational Planning Center
- Turn in a release form signed by their high school counselor

- Complete an application for admission and take the college assessment test
- Call Educational Planning Center for an appointment with an educational planner. The educational planner will determine the classes needed to complete the diploma.

Tuition Waivers for High School Completion

In order to qualify for a tuition waiver for the high school completion program, students will be required to:

- Verify by picture ID that they are 19 years of age or older OR provide proof from the high school that your class has graduated
- Complete their application and assessment prior to the start of classes
- Submit their official transcripts and have them evaluated prior to registration
- Schedule their advising session each quarter prior to their registration. Advising is required
- Successfully complete classes in prior quarters for waiver in a subsequent quarter

Due to new state requirements, Green River is currently developing new requirements for the high school diploma for students who enter 9th grade after July 1, 1994. Please check the Green River Web site, www.greenriver.edu, for updates in September 2004.

INTENSIVE ENGLISH AS A SECOND LANGUAGE

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

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



University Transfer

UNIVERSITY TRANSFER DEGREES AND CERTIFICATES

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

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

Many transfer institutions are putting additional pressures on students to become more “major ready” by the time they apply for admissions. This means that students need to declare their majors earlier and carefully plan which courses will meet their distribution requirements as well as meet the requirements for a particular field of study. For example: students who wish to major in business will need to include additional math, economics and accounting sequences in their coursework. Students are strongly encouraged to meet with their community college advisor as well as an advisor from their transfer institution to verify their choices.

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

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

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

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



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

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

- AA-DTA** Associate in Arts Degree–Direct Transfer Agreement
- AB-DTA** Associate in Business Degree–Direct Transfer Agreement
- AM-DTA** Associate in Math Education Degree–Direct Transfer Agreement
- A-PP** Associate Pre-Professional Degree
- AS-T** Associate of Science Degree–Teaching
- AS-Opt 1** Associate of Science (Biology, Environmental Science, Chemistry, Geology and Earth Science)
- AS-Opt 2** Associate of Science (Engineering, Engineering Technology, Computer Science, Physics and Atmospheric Sciences)
- Cert** Certificate



University Transfer

Program	AM-DTA	AB-DTA	AS-Opt 1	AS-Opt 2	AS-T	A-PP	Cert	Page
Advanced Communication Studies							X	67
Art-Ceramics							X	65
Art-Design							X	65
Art-Photography							X	65
Art-Studio							X	65
Atmospheric Science				X				57
Biology			X		X			55, 60
Broadcasting						X	X	66
Business		X						51
Chemistry			X		X			55, 61
Communication Studies							X	67
Computer Science				X		X		67
Computing & Software Systems						X		67
Earth Science			X					55
Elementary Education						X		68
Engineering				X		X		68
Engineering Technology				X				57
Environmental Science			X					55
General Science					X			59
Geology			X					55
Math	X							53
Math/Science for Elementary (K8) Teachers							X	69
Natural Resources						X		69
Physics				X	X			57, 63





University Transfer

ASSOCIATE IN ARTS DEGREE

Direct Transfer Agreement (AA-DTA) Minimum of 90 Credits

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

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

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

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

Washington

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

Other States

Oregon State University
Capella University, California

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

To earn this degree, students must complete 90-quarter credits in courses numbered 100 or above (from approved list on next page) and meet specific distribution requirements. No more than 25% of credit requirements may be taken on a pass/no credit basis. Students must attain a cumulative grade point average of 2.0, and earn a minimum of 24 credits, including the last quarter in residence, at Green River Community College.





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

1. BASIC SKILLS (15 credits)

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

A. Communications: 10 credits

Courses in this area support the written communication learning outcome.

English 110 and one of the following:

English 111, 112, or 113.

B. Quantitative Skills: 5 credits (explained below)

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

1. Completion of Mathematics course for which Intermediate Algebra (Math 097) or higher is a prerequisite.
2. Completion of General Engineering 106, 112, 235, or 281.
3. Completion of Philosophy 120*
*If option 3 is chosen, the student must, in addition, satisfy one of the following before graduation:
 - a) Qualify for placement in Math 102 or above; or
 - b) Complete Intermediate Algebra (Math 097) with a grade of 2.0 or higher.

2. HUMANITIES/FINE ARTS/ENGLISH

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

Art 100, **105, 106, 107, 109, 110, 111, 112, 113, 114, 115, 120, 130, 209, 210, 212, 213, 214, 251, 252, 253, 255, 256, 257**
Chinese 101, 102, 103
Communication 100, 101, 110, 145, 180, 212, 215, 234, 238, 245
Dance 101, 102, 103, 204
Drama 102, 111, 112, 113, 120, 151, 152, 153
English 131, 132, 133, 135, 151, 152, 154, 160, 165, 180, 181, 183, 185, 187, 190, 221, 222, 223, 224, 240, 244, 245, 246, 265, 266, 267
French 101, 102, 103
German 101, 102, 103
Humanities 100, 110, 133, 186, 190, 191, 224
Japanese 101, 102, 103
Journalism 101, 110, 111, 112, 150, 151, 152, **153, 201, 205, 206, 207, 251, 252, 253**
Music 100, 103, 105, 106, 111, 112, 113, **114, 115, 116, 118, 119, 120, 124, 127, 128, 129, 130.1, 130.2, 130.3, 132, 133, 218, 219, 220, 227, 228, 229, 230.1, 230.2, 230.3**
Philosophy 100, 102, 103, 104, 105, 110, 112, 114, 115, 160, 200, 206, 210, 220, 238, 240
Photography **101, 102, 103, 104, 204**
Spanish 101, 102, 103, 110, 201, 202, 203

3. SOCIAL SCIENCE

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

American Ethnic and Minority Studies 100, 215
Anthropology 100, 201, 202, 203, 205, 206, 210, 215, 220, 265, 273,

Behavioral Science 175

Business Administration 101, 200, 205
Criminal Justice 100, 215
Economics 100, 101, 200, 201
Geography 100, 108, 120, 190, 200, 260
Geographic Information Systems 260
Health Education 175
History 101, 102, 103, 120, 122, 135, 200, 220, 221, 222, 225, 226, 230, 231, 232, 235, 236, 240, 245, 250, 254
Political Science 100, 201, 202, 203, 204
Psychology 100, 175, 201, 209, 210, 220, 250
Social Science 160, 200, 215
Sociology 110, 201, 215, 220, 240, 245, 260

4. NATURAL SCIENCE

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

LIST A

Anatomy-Physiology 100, **103, 104, 205, 206, 210**
Astronomy 100, **101**
Biology **100, 103, 110, 127, 201, 202, 203, 210**
Chemistry **101, 102, 105, 140, 150, 160, 235, 236, 237**
Environmental Science 204
Geology **101, 200, 206, 208**
Interdisciplinary Science **101, 102, 103**
Physics **101, 110, 111, 112, 150, 151, 152, 201, 202, 203, 208, 221**

LIST B

Anthropology 201
Business Administration 256
Computer Science 142, 143,
Engineering (GE) 106, 112, 140 142, 143, 240, 280, 281
Mathematics 102, 104, 106, 107, 124, 125, 126, 156, 157, 170, 171, 172, 224, 238, 240, 256
Philosophy 120

5. ADDITIONAL CREDITS

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

A. Distribution Courses

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

B. Generally Transferable Courses:

B A 210, 220, 230
ECE 101
Edec 110, 110.1, 110.2
Edu 170
Natrs 100

6. LIFETIME FITNESS/WELLNESS/ACTIVITY

I. Lifetime Fitness/Wellness/Activity

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

LIST A:

Physical Education 101, 102, 103, 104, 111, 131, 160

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

LIST B:

Physical Education 101, 102, 103, 104, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 118, 119, 121, 122, 124, 125, 126, 128, 129, 131, 132, 136, 137, 138, 139, 150, 151, 152, 201, 202, 203, 207, 210, 211, 212, 215, 224, 231, 251, 253

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

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

II. ACTIVITY (Must take one)

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

Art 111, 114, 130
Biology 140
Business Education 111, 115
Business Management 103 or 104 or 105; 107 or 108 or 109
Dance 101
Drama 111, 153
Early Childhood Education 103, 104, 175, 214, 215
Education 210
Education in Early Childhood 220, 221
Health Education 190
Industrial Education 101, 102.1 or 102.2 or 103.3, 103
Journalism 100.1, 110, 120, 200
Music 118, 124, 127, 130.1, 132
Natural Resources 197
Photography 101
Spanish 115
Technology 100

7. ELECTIVES

All courses numbered 100 or above, with the exception of Basic Skills, may be taken as electives. Courses should include preparation for a major and/or general interest/leisure-time activity. No more than 3 credits total of physical education coursework (including elective credits) may be applied to the AA degree.

8. TRANSFERABILITY OF CREDITS

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



University Transfer

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

1. BASIC SKILLS (15 credits)

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

2. HUMANITIES (15 credits)

Three different areas

3. SOCIAL SCIENCE (15 credits)

Two or three different areas (see AA degree explanation)

4. NATURAL SCIENCE (15 credits)

Two different areas
List A (10 credits) **List B** (5 credits)
 include one lab _____

5. ADDITIONAL CREDITS (15 credits)

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

6. LIFETIME FITNESS/WELLNESS ACTIVITY (3 credits)

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

II. Activity _____

7. ELECTIVES

Any course 100 or above

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

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

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



ASSOCIATE IN BUSINESS DEGREE

Direct Transfer Agreement (AB-DTA)

Minimum of 90 Credits

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

To earn this degree, students must complete 90-quarter credits in courses numbered 100 or above (from approved distribution list below) and meet specific distribution requirements. No more than 25% of credit requirements may be taken on a pass/no-credit basis. Students must attain a cumulative grade point average of 2.0, and earn a minimum of 24 credits, including the last quarter in residence, at Green River Community College.

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

1. BASIC SKILLS (15 credits)

A. Communications: (10 credits)

Courses in this area support the written communication learning outcome.

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

Engl 111, 112, or 113.

B. Quantitative Skills/Symbolic Reasoning Skills: (5 credits)

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

Math 124 **or** 157

2. HUMANITIES/FINE ARTS/ENGLISH

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

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

Chinese 101, 102, 103

Communication 101, 110, 145, 180, 212, 215, 234, 238, 245,

Dance 101, 102, 103, 204

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

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

French 101, 102, 103

German 101, 102, 103

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

Japanese 101, 102, 103

Journalism 101, **110, 111, 112, 150, 151, 152, 153, 201, 205, 206, 207, 251, 252, 253**

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

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

Photography 101, 102, 103, 104, 204

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

3. SOCIAL SCIENCE (Minimum 20 credits)

A. Economics (10 Credits)

200 **and** 201

B. Business Administration (5 credits)

200 **or** 205

C. Choose 5 credits from the following areas:

American Ethnic and Minority Studies 100, 215

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

Behavioral Science 175

Business Administration 101

Criminal Justice 100, 215

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

Geographic Information Systems 260

Health Education 175

History 101, 102, 103, 120, 122, 135, 200, 220, 221, 222, 225, 226, 230, 231, 232, 235, 236, 240, 245, 250, 254

Political Science 100, 201, 202, 203, 204

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

Social Science 160, 200, 215

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

4. NATURAL SCIENCE (Minimum 15 credits)

A. Math (5 Credits)

Math 256

B. Natural Science (10 credits)

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

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

Astronomy 100, **101**

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

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

Environmental Science 204

Geology 101, 200, 206, 208

Interdisciplinary Science 101, 102, 103

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

5. ACCOUNTING (Minimum 15 credits)

Business Administration 210, 220, 230

6. FITNESS/WELLNESS (2-3 credits)

Fitness-related classes - must take one:

Physical Education 101, 102, 103, 104, 111, 131, 160

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

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

7. ELECTIVES (Minimum 7-8 credits)

Classes numbered 100 or above may be taken as electives.

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

8. TRANSFERABILITY OF CREDITS

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



University Transfer

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

1. BASIC SKILLS (15 credits)

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

2. HUMANITIES (15 credits)

Three different areas

3. SOCIAL SCIENCE (20 credits)

A. Econ 200 and Econ 201 _____
 B. B A 200 or B A 205 _____
 C. 5 credits from a separate area than above _____

4. NATURAL SCIENCE (15 credits)

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

5. ACCOUNTING (15 credits)

B A 210, 220 and 230

6. FITNESS/WELLNESS (2-3 credits)

One fitness-related course

7. ELECTIVES (Minimum 7-8 credits)

Any course 100 or above

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

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

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



ASSOCIATE IN MATH EDUCATION

Direct Transfer Agreement (AM-DTA)

Minimum of 90 Credits

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

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

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

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

To earn this degree, students must complete 90-quarter credits in courses numbered 100 or above (from approved distribution list below) and meet specific distribution requirements. No more than 25% of credit requirements may be taken on a pass/no-credit basis. Students must attain a cumulative grade point average of 2.0, and earn a minimum of 24 credits, including the last quarter in residence, at Green River Community College.

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

1. BASIC SKILLS (15 credits)

A. Communication Skills: (10 credits)

Courses in this area support the written communication learning outcome.

Engl 110 and one of the following

Engl 111, 112 or 113.

B. Quantitative Skills: (5 credits)

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

Math 124

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

A. Communication 101 (5 credits)

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

Art 100, **105, 106, 107, 109, 110, 111, 112, 113, 114, 115, 120, 130, 209, 210, 212, 213, 214, 251, 252, 253, 255, 256, 257**
Chinese 101, 102, 103
Communication 101, 110, 145, 180, 212, 215, 234, 238, 245
Dance **101, 102, 103, 204**
Drama 102, **111, 112, 113, 120, 151, 152, 153**
English 131, 132, 133, 135, 151, 152, 154, 160, 165, 180, 181, 183, 185, 187, 190, 221, 222, 223, 224, 240, 244, 245, 246, 265, 266, 267
French 101, 102, 103
German 101, 102, 103
Humanities 100, 110, 133, 186, 190, 191, 224
Japanese 101, 102, 103
Journalism 101, **110, 111, 112, 150, 151, 152, 153, 201, 205, 206, 207, 251, 252, 253**

Music 100, 103, 105, 106, 111, 112, 113, **114, 115, 116, 118, 119, 120, 124, 127, 128, 129, 130.1, 130.2, 130.3, 132, 133, 218, 219, 220, 227, 228, 229, 230.1, 230.2, 230.3**
Philosophy 100, 102, 103, 104, 105, 110, 112, 114, 115, 160, 200, 206, 210, 220, 238, 240
Photography **101, 102, 103, 104, 204**
Spanish 101, 102, 103, 110, 201, 202, 203

3. SOCIAL SCIENCE (Minimum 15 credits)

No more than 10 credits from any one discipline.

A. Psychology 100

B. A minimum of 5 credits from the following:
American Ethnic and Minority Studies 100
Anthropology 202

C. A minimum of 5 credits from the following:

Anthropology 100, 201, 203, 205, 206, 210, 215, 220, 265, 273
Economics 100, 101, 200, 201
History 101, 102, 103, 120, 122, 135, 200, 202, 221, 222, 225, 226, 230, 231, 232, 235, 236, 240, 245, 250, 254
Political Science 100, 201, 202, 203, 204
Psychology 201, 209, 210, 220, 250
Social Science 160, 200, 215
Sociology 110, 201, 215, 220, 240, 245, 260

4. NATURAL SCIENCES (15 credits)

No more than 10 credits allowed from any one discipline.

A. Math 125

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

Astronomy 101
Biology **100, 103, 110, 127, 201, 202, 203, 210**

Chemistry **101, 102, 105, 140, 150, 160, 235, 236, 237**
Geology 101, 200, **206, 208**
Physics **101, 110, 111, 112, 150, 151, 152, 201, 202, 203, 208, 221**

5. ADDITIONAL COURSES (22-23 credits)

Education 170 and 172.2

Health Education 190

Mathematics 126, 224 and 240

Fitness/Wellness (2-3 credits)

Fitness-related classes—must take one:

Physical Education 101, 102, 103, 104, 111, 131, 160

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

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

6. ELECTIVES (1-2 credits)

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

7. TRANSFERABILITY OF CREDITS

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



University Transfer

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

1. BASIC SKILLS (15 credits)

- English 110 _____ (5)
- English 111, or 112, or 113 _____ (5)
- Math 124 _____ (5)

2. HUMANITIES (15 credits)

- A. Comm 101 _____ (5)
- B. *Two separate areas* (10)
- _____
- _____

3. SOCIAL SCIENCE (15 credits)

- A. Psych 100 _____ (5)
- B. Ames 100 or Anthr 202 _____ (5)
- C. 5 credits from List C _____ (5)

4. NATURAL SCIENCES (15 credits)

- A. Math 125 _____ (5)
- B. *Two separate areas: (include one lab)*
- _____
- _____

5. ADDITIONAL COURSES (22-23 credits)

- Edu 170 _____ (3)
- Edu 172.2 _____ (1-2)
- HI Ed 190 _____ (3)
- Math 126 _____ (5)
- Math 224 _____ (5)
- Math 240 _____ (5)
- One Fitness-Related course _____ (2-3)

6. ELECTIVES (Minimum 1-2 credits)

- Any course 100 or above
- _____
- _____
- _____

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

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

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



ASSOCIATE OF SCIENCE DEGREE

Minimum of 90 Credits

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

To earn this degree, you must complete 90-quarter credits in courses numbered 100 or above (from approved Associate in Science distribution list) and meet specific distribution requirements. No more than 20 credits may be taken on a pass/no credit basis. You must attain a cumulative grade point average of 2.0, and earn a minimum of 24 credits, including the last quarter in residence, at Green River Community College. You should include some 200-level classes in your course of study.

The Associate of Science degree has two options:

- Option 1: Associate of Science of Biology, Environmental Science, Chemistry, Geology, and Earth Science.
- Option 2: Associate of Science in Engineering, Computer Science, Physics and Atmospheric Sciences.

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

Associate of Science Degree (AS-Option 1)

Minimum of 90 Credits

Biology, Environmental Science, Chemistry, Geology and Earth Science

1. GENERAL REQUIREMENTS (20 credits)

A. Communication: (5 credits)

Courses in this area support the written communication learning outcome.

Engl 110 (5 credits)

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

Engl 111, 112 or 113.

B. Quantitative Skills: (15 credits)

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

Math 124, Calculus & Analytic Geometry 1

Math 125, Calculus & Analytic Geometry 2

Math 126, Calculus & Analytic Geometry 3 **or**

Math 256, Statistics for Business and Social Science

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

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

A. Humanities/Fine Arts/English

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

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

Chinese 101, 102, 103

Communication 101, 110, 145, 180, 212, 215, 234, 238, 245

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

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

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

French 101, 102, 103

German 101, 102, 103

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

Japanese 101, 102, 103

Journalism 101, **110, 111, 112**, 150, 151, 152, **155, 201, 205, 206, 207**, 251, 252, 253

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

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

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

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

B. SOCIAL SCIENCE

A minimum of 5 credits from the following:

American Studies 100, 215

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

Behavioral Science 175

Business Administration 101, 200, 205

Criminal Justice 100, 215

Economics 101, 200, 201

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

Geographic Information Systems 260

Health Education 175

History 101, 102, 103, 120, 122, 135, 200, 220, 221, 222, 225, 226, 230, 231, 232, 235, 236, 240, 245, 250, 254

Political Science 100, 201, 202, 203, 204

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

Social Science 160, 200, 215

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

3. SPECIFIC REQUIREMENTS:

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

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

Chem 235, 236 and 237 may be substituted with prior consultation with a science advisor.

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

1. Biol 201, 202 and 203 **or**
2. Phys 110, 111 and 112 **or**
3. Phys 201, 202 and 203

C. Natural Science

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

Anatomy/Physiology 205, 206, 210

Biology 201, 202, 203, 210

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

Engineering (GE) 106, 112, 280

Environmental Science 204

Geology 101, 206

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

Philosophy 120

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

4. FITNESS/ WELLNESS (2-3 credits)

Select one course from the following:

Physical Education 101, 102, 103, 104, 111, 131, 160

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

5. ELECTIVES (2-3 credits)

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

Engl 111, 112 or 113 may be used.

6. TRANSFERABILITY OF CREDITS

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



University Transfer

Associate of Science (AS-Option 1) Degree Planning Guide – Minimum of 90 Credits

1. GENERAL REQUIREMENTS (20 credits)

- A. English 110 _____ (5)
English 111, or 112, or 113 (optional)
- B. Math 124 _____ (5)
Math 125 _____ (5)
Math 126 or 256 _____ (5)

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

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

3. SPECIFIC REQUIREMENTS (50 credits)

- A. Select 18 credits
 - Chem 140 _____ (6)
 - Chem 150 _____ (6)
 - Chem 160 _____ (6)
 - (Chem 235, 236, 237 may be substituted)
- B. Select 15-18 credits to be taken in sequence order from the following list:
 - Biol 201 _____ (6)
 - Biol 202 _____ (6)
 - Biol 203 _____ (6)
 - or**
 - Phys 110 _____ (5)
 - Phys 111 _____ (5)
 - Phys 112 _____ (5)
 - or**
 - Phys 201 _____ (5)
 - Phys 202 _____ (5)
 - Phys 203 _____ (5)

C. NATURAL SCIENCE

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

4. FITNESS/WELLNESS (2-3 credits)

One fitness-related course

5. ELECTIVES (2-3 credits)

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

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

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

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

**Associate of Science Degree (AS-Option 2)
Minimum of 90 Credits****Engineering, Engineering Technology, Computer Science,
Physics, and Atmospheric Sciences****1. GENERAL REQUIREMENTS (20 credits)****A. Communication:** (5 credits)

Courses in this area support the written communication learning outcome.

Engl 110 (5 credits)

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

Engl 111, 112, or 113.

B. Quantitative Skills: (15 credits)

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

Math 124, Calculus & Analytic Geometry 1

Math 125, Calculus & Analytic Geometry 2

Math 126, Calculus & Analytic Geometry 2 *or*

Math 256, Statistic for Business and Social Science

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

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

A. Humanities/Fine Arts/English

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

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

Chinese 101, 102, 103

Communication 101, 110, 145, 180, 212, 215, 234, 238, 245

Dance 101, 102, 103, 204

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

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

French 101, 102, 103

German 101, 102, 103

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

Japanese 101, 102, 103

Journalism 101, 110, 111, 112, 150, 151, 152, 153, 201, 205, 206, 207, 251, 252, 253

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

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

Photography 101, 102, 103, 104, 204

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

B. SOCIAL SCIENCE

A minimum of 5 credits from the following:

American Studies 100, 215

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

Behavioral Science 175

Business Administration 101, 200, 205

Criminal Justice 100, 215

Economics 101, 200, 201

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

Geographic Information Systems 260

Health Education 175

History 101, 102, 103, 120, 122, 135, 200, 220, 221, 222, 225, 226, 230, 231, 232, 235, 236, 240, 245, 250, 254

Political Science 100, 201, 202, 203, 204

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

Social Science 160, 200, 215

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

3. SPECIFIC REQUIREMENTS:

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

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

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

B. Select 6 credits from the following:

Chem 140, 150, 160, 235, 236, 237

C. Select 5 credits from the following:

G E/C Sci 142, 143

C Sci 144, 145

D. Natural Science:

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

Anatomy/Physiology 205, 206, 210

Biology 201, 202, 203, 210

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

Computer Science 142, 143, 144, 145

Engineering (GE) 100, 106, 112, 123, 140, 142, 143, 240, 280, 281

Environmental Science 204

Geology 101, 206

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

Philosophy 120

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

4. FITNESS/WELLNESS (2-3 credits)

Select one course from the following:

Physical Education 101, 102, 103, 104, 111, 131, 160

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

5. ELECTIVES (2-3 credits)

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

Engl 111, 112 or 113 may be used.

6. TRANSFERABILITY OF CREDITS

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



University Transfer

Associate of Science (AS-Option 2) Degree Planning Guide – Minimum of 90 Credits

1. GENERAL REQUIREMENTS (20 credits)

- A. English 110 _____ (5)
English 111, or 112, or 113 (optional)
- B. Math 124 _____ (5)
Math 125 _____ (5)
Math 126 or 256 _____ (5)

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

With at least 5 credits each; three separate areas:

3. SPECIFIC REQUIREMENTS (50 credits)

- A. Select 15 credits
Phys 201 _____ (5)
Phys 202 _____ (5)
Phys 203 _____ (5)
(Phys 110, 111 and 112 may be substituted)
- B. Select 6 credits
Chem 140, 150, 160, 235, 236 or 237
_____ (6)
- C. Select 5 credits
G E/C Sci 142, 143
C Sci 144, 145
_____ (5)

- D. Select 24 credits from list after consultation with a science advisor

4. FITNESS/WELLNESS (2-3 credits)

One fitness related course

5. ELECTIVES (2-3 credits)

Engl 111, 112, or 113 may be used.

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

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

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



ASSOCIATE IN SCIENCE (AS-T) DEGREE

103-106 Credits

The Associate in Science Education degrees were created to aid students interested in careers as secondary science teachers. Future secondary teachers must pursue a major in their field as well as entrance into a school of education. As a result, there is little room for electives.

The approved degrees are: Associate in Biology Education (AS-T), Associate in Chemistry Education (AS-T) Associate in General Science Education (AS-T) and Associate in Physics Education (AS-T).

These degrees are intended to insure that graduates of Green River are as well prepared as their counterparts at four-year colleges. The transferability of these degrees is backed up by a statewide articulation agreement with teacher-training universities.

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

Degree requirements include:

1. Earning a minimum of 90 credits with a minimum grade point average of 2.0
2. Completing a minimum of 24 credits, including the last quarter in residence, at Green River.
3. No more than 25% of credit requirements may be taken on a pass/no credit basis.

You should include some 200-level classes in your course of study.

Program of Offerings	Page No.
Associate in Biology Education	60
Associate in Chemistry Education	61
Associate in General Science Education	62
Associate in Physics Education	63

Use Schedule Planning Guide below for Associate in Biology, Chemistry, General Science and Physics degrees.

Schedule Planning Guide

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

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

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



University Transfer

Associate in Biology Education (AS-T) 103-105 Credits

1. BASIC SKILLS (15 credits)

A. Communication Skills: (5 credits)

Courses in this area support the written communication learning outcome.

Engl 110

B. Quantitative Skills: (10 credits)

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

Math 124 and 125

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

A. Communication 101

B. Psychology 100

C. A minimum of 5 credits from the following:

American Ethnic and Minority Studies 100
Anthropology 202

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

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

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

C. **Mathematics** 256

4. ADDITIONAL COURSES (14-16 credits)

Education 170, and 172.2

English 111, 112 or 113

Health Education 190

Fitness/Wellness (2-3 credits):

Physical Education 101, 102, 103, 104, 111, 131, 160

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

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

Recommended: (15 credits)

Physics: The sequence is 110, 111 and 112
or

Physics: The sequence is 150, 151 and 152
or

Physics: The sequence is 201, 202 and 203

Associate in Biology Education (AS-T) Planning Guide – 103-105 Credits

1. BASIC SKILLS (15 credits)

English 110 _____ (5)

Math 124 _____ (5)

Math 125 _____ (5)

2. HUMANITIES (15 credits)

Comm 101 _____ (5)

Psych 100 _____ (5)

Ames 100 or Anthr 202 _____ (5)

3. SPECIFIC PRE-MAJOR (59 credits)

A. Chem 140 _____ (6)

Chem 150 _____ (6)

Chem 160 _____ (6)

Chem 235 _____ (6)

Chem 236 _____ (6)

Chem 237 _____ (6)

B. Biol 201 _____ (6)

Biol 202 _____ (6)

Biol 203 _____ (6)

C. Math 256 _____ (5)

4. ADDITIONAL COURSES (14-16 credits)

Edu 170 _____ (3)

Edu 172.2 _____ (1-2)

Engl 111, 112 or 113 _____ (5)

HI Ed 190 _____ (3)

P E Fitness-Related _____ (2-3)

Recommended (15 credits)

Phys 110, 111 and 112 _____ or

Phys 150, 151 and 152 _____ or

Phys 201, 202 and 203 _____

Use Schedule Planning Guide on page 59 to plan your schedule.



**Associate in Chemistry Education (AS-T)
100-102 Credits**

1. BASIC SKILLS (15 credits)

A. **Communication Skills** (5 credits)
Courses in this area support the written communication learning outcome.

Engl 110

B. **Quantitative Skills** (10 credits)
Courses in this area support the quantitative and symbolic reasoning learning outcome.

Math 124 and 125

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

A. **Communication** 101

B. **Psychology** 100

C. A minimum of 5 credits from the following:

American Ethnic and Minority Studies 100

Anthropology 202

3. SPECIFIC PRE-MAJOR REQUIREMENTS (56 credits)

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

B. **Physics:** The sequence is 110, 111 and 112 *or*

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

Physics: The sequence is 201, 202 and 203

C. **Mathematics** 126 or 156

4. ADDITIONAL COURSES (14-16 credits)

Education 170 and 172.2

English 111, 112 or 113

Health Education 190

Fitness/Wellness (2-3 credits):

Physical Education 101, 102, 103, 104, 111, 131, 160

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

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

Recommended: (15 credits)

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

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

Physics: The sequence is 201, 202 and 203

Associate in Chemistry Education (AS-T) Planning Guide – 100-102 Credits

1. BASIC SKILLS (15 credits)

English 110 _____ (5)

Math 124 _____ (5)

Math 125 _____ (5)

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

Comm 101 _____ (5)

Psych 100 _____ (5)

Ames 100 or Anthr 202 _____ (5)

3. SPECIFIC PRE-MAJOR (56 credits)

A. Chem 140 _____ (6)

Chem 150 _____ (6)

Chem 160 _____ (6)

Chem 235 _____ (6)

Chem 236 _____ (6)

Chem 237 _____ (6)

B. Phys 110, 111 and 112 *or* _____ (15)

Phys 150, 151 and 152 *or* _____ (15)

Phys 201, 202 and 203 _____ (15)

C. Math 126 or 256 _____ (5)

4. ADDITIONAL COURSES (14-16 credits)

Edu 170 _____ (3)

Edu 172.2 _____ (1-2)

Engl 111, 112 or 113 _____ (5)

HI Ed 190 _____ (3)

P E Fitness-Related _____ (2-3)

Recommended (15 credits)

Phys 110, 111 and 112 _____ *or*

Phys 150, 151 and 152 _____ *or*

Phys 201, 202 and 203 _____

Use schedule planning guide on page 59 to plan your schedule.



University Transfer

Associate in General Science Education (AS-T) 102-112 Credits

1. BASIC SKILLS (15 credits)

A. **Communication Skills:** (5 credits)
Courses in this area support the written communication learning outcome.

Engl 110

B. **Quantitative Skills:** (10 credits)
Courses in this area support the quantitative and symbolic reasoning learning outcome.

Math 124 and 125

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

A. **Communication** 101

B. **Psychology** 100

C. A minimum of 5 credits from the following:

American Ethnic and Minority Studies 100

Anthropology 202

3. SPECIFIC PRE-MAJOR REQUIREMENTS

(48-66 credits):

A. **Math** 256

B. Completion of a minimum of three sequences from the following four subject areas:

1. **Chemistry:** the sequence is 140, 150, and 160

2. **Biology:** the sequence is 201, 202, and 203

3. **Physics:** the sequence is 110, 111, and 112
or

Physics: the sequence is 150, 151, and 152

or

Physics: the sequence is 201, 202, and 203

4. **Geology:** the sequence is 101 and 206

4. ADDITIONAL COURSES (14-16 credits)

Education 170 and 172.2

English 111, 112 or 113

Health Education 190

Fitness/Wellness (2-3 credits):

Physical Education 101, 102, 103, 104, 111, 131, 160

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

Associate in General Science Education (AS-T) Planning Guide – 102-112 Credits

1. BASIC SKILLS (15 credits)

English 110 _____ (5)

Math 124 _____ (5)

Math 125 _____ (5)

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

Comm 101 _____ (5)

Psych 100 _____ (5)

Ames 100 or Anthr 202 _____ (5)

3. SPECIFIC PRE-MAJOR (48-66 credits)

A. Math 256 _____ (5)

B. Select at least 3 from the following sequences _____ (5)

1. Chem 140, 150 and 160

_____ (6)

_____ (6)

_____ (6)

2. Biol 201, 202 or 203

_____ (6)

_____ (6)

_____ (6)

3. Phys 110, 111 and 112 **or**
Phys 201, 202 and 203

_____ (5)

_____ (5)

4. Geol 101 and 206

_____ (5)

_____ (5)

4. ADDITIONAL COURSES (14-16 credits)

Edu 170 _____ (3)

Edu 172.2 _____ (1-2)

Engl 111, 112 or 113 _____ (5)

HI Ed 190 _____ (3)

P E Fitness-Related _____ (2-3)

Use schedule planning guide on page 59 to plan your schedule.



**Associate in Physics Education (AS-T)
96-98 Credits**

1. BASIC SKILLS (15 credits)

A. **Communication Skills:** (5 credits)
Courses in this area support the written communication learning outcome.

Engl 110

B. **Quantitative Skills:** (10 credits)
Courses in this area support the quantitative and symbolic reasoning learning outcome.

Math 124 and 125

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

A. **Communication** 101

B. **Psychology** 100

C. A minimum of 5 credits from the following:

American Ethnic and Minority Studies 100
Anthropology 202

3. SPECIFIC PRE-MAJOR REQUIREMENTS (52 credits):

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

B. **Chemistry** 140 and 150

C. **Math** 126, 224, 238, and 240

D. **General Engineering/Computer Science** 142

4. ADDITIONAL COURSES (14-16 credits)

Education 170 and 172.2

English 111, 112 or 113

Health Education 190

Fitness/Wellness (2-3 credits):

Physical Education 101, 102, 103, 104, 111, 131, 160

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

Associate in Physics Education (AS-T) Planning Guide – 96-98 Credits

1. BASIC SKILLS (15 credits)

English 110 _____ (5)

Math 124 _____ (5)

Math 125 _____ (5)

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

Comm 101 _____ (5)

Psych 100 _____ (5)

Ames 100 or Anthr 202 _____ (5)

3. SPECIFIC PRE-MAJOR (52 credits)

A. Phys 201 _____ (5)

Phys 202 _____ (5)

Phys 203 _____ (5)

B. Chem 140 _____ (6)

Chem 150 _____ (6)

C. Math 126 _____ (5)

Math 224 _____ (5)

Math 238 _____ (5)

Math 240 _____ (5)

D. G E/C Sci 142 _____ (5)

4. ADDITIONAL COURSES (14-16 credits)

Edu 170 _____ (3)

Edu 172.2 _____ (1-2)

Engl 111, 112 or 113 _____ (5)

HI Ed 190 _____ (3)

P E Fitness-Related _____ (2-3)

Use schedule planning guide on page 59 to plan your schedule.



University Transfer

ASSOCIATE PRE-PROFESSIONAL DEGREE (APP)

While students in most college majors take the same general education requirements during their first two years, some major fields demand more specialized subjects. The Associate Pre-Professional degree is designed for those students who need specific requirements that prevent them from satisfying the broad requirements of the AA, AB, AM or AS degrees or that will enhance their program of study at the transfer institution.

If students wish to design a program to transfer to a specific department within a four-year institution, they should consult advisors at both Green River and their transfer college or university. Students are responsible for finding out the unique requirements of the institution they plan to attend after Green River. An advisor will help students plan an appropriate selection of classes to ensure that all requirements of the transfer institution are met; the program will be customized for the transfer institution of their choice. Students are required to present an Associate Pre-Professional degree plan to their advisor for approval. The plan becomes a permanent part of the student's record.

Contact an advisor or educational planner for assistance in submitting an A-PP degree plan.

Associate Pre-Professional degree programs offered:

- Broadcasting
- Computer Science
- Computing and Software Systems
- Elementary Education
- Engineering
- Natural Resources

CERTIFICATES

A certificate in an academic area of study is awarded as recognition of an individual's attainment of a body of knowledge that will strengthen a student's educational experience. These skills are based on standards that faculty within that area have developed to emphasize or enhance a student's major-ready preparation. Transfer certificates, when used in conjunction with an Associate in Arts degree, will help identify a student's educational experiences.

Certificates are 44 or less credits and generally do not include campus wide outcomes.

Requirements include:

- Earn a minimum grade point average of 2.0
- Complete a minimum of 25% of the credits required, including the last quarter in residence, at Green River.
- Earning no more than 10 credits on a pass/no credit basis.

Certificate-Program of Offerings

- Advanced Communication Studies
- Art-Ceramics
- Art-Design
- Art-Photography
- Art-Studio
- Broadcasting
- Communication Studies
- Math/Science for Elementary (K8) Teachers





Art Certificates

The Art Certificates' objective is to provide students with a core group of classes that will aid in the creation of an art portfolio. Each certificate is designed to create a proper progression of courses beginning with a strong foundation in the fundamentals of art and design.

Note: These certificates do not qualify for federal financial aid or VA funding, unless the certificate or courses is applied towards an AA or Associate Development degree.

B. For illustration majors, select 5 credits from the following:

Art 107	Advanced Drawing	5
Art 255	Advanced Painting 1	5

To enhance the student's portfolio, the following are recommended:

Art 177, 178, 179	Art Work Experience	1-3
-------------------	---------------------	-----

(Based on interview and availability. Limited enrollment.)

A minimum of one art history class is also recommended.

Art 212, 213, 214	History of Art	5 (each)
-------------------	----------------	----------

Art—Ceramics

**Certificate
43 Credits**

Contact: Paul Metivier, ext. 4766
pmetivie@greenriver.edu

Dept./No.	Course Title	Credits
Art 105	Beginning Drawing	5
Art 109	Beginning Design	5
Art 110	Intermediate Design & Color	5
Art 114	Pottery	5
Art 180	The Artist's Portfolio	3
Art 209	3-Dimensional Design	5
Art 251	Ceramics 1	5
Art 252	Ceramics 2	5
Art 253	Ceramics 3	5

To enhance the student's portfolio, the following are recommended:

Art 115	Pottery 2	5
Art 210	Advanced 3-Dimensional Design	5

A minimum of one art history class is also recommended:

Art 212, 213, 214	History of Art	5 ea
-------------------	----------------	------

Art—Photography

**Certificate
43 Credits**

Contact: Patrick Navin, ext. 4552
pnavin@greenriver.edu

Dept./No.	Course Title	Credits
Art 105	Beginning Drawing	5
Art 109	Beginning Design	5
Art 180	The Artist's Portfolio	3
Photo 101	Beginning Black & White Photography	5
Photo 102	Intermediate Black & White Photography	5
Photo 103	Advanced Black & White Photography	5
Photo 104	Digital Photography: Photoshop	5
Photo 105	Basic Photographic Lighting	5
Photo 106	Advanced Photographic Lighting	5

To enhance the student's portfolio, the following are recommended:

Photo 204	Digital Photography	5
Art 110	Intermediate Design & Color	5
Art 209	3-Dimensional Design	5

A minimum of one art history class is also recommended:

Art 212, 213, 214	History of Art	5 ea
-------------------	----------------	------

Art—Design

**Certificate
41-43 Credits**

Contact: Gary Oliveira, ext. 4663
goliveir@greenriver.edu

Cindy Small, ext. 4203
csmall@greenriver.edu

Dept./No.	Course Title	Credits
Art 105	Beginning Drawing	5
Art 106	Intermediate Drawing	5
Art 109	Beginning Design	5
Art 110	Intermediate Design & Color	5
Art 180	The Artist's Portfolio	3
Art 209	3-Dimensional Design	5
Photo 101	Beginning Black & White Photography	5
Photo 104	Digital Photography: Photoshop	5

A. For graphic/Web design majors, select 3-5 credits from the following:

Art 150	Literary/Art Journal Design	3
Art 120	Introduction to Graphic Design	5

Art—Studio

**Certificate
43 Credits**

Contact: Gary Oliveira, ext. 4663
goliveir@greenriver.edu

Cindy Small, ext. 4203
csmall@greenriver.edu

Dept./No.	Course Title	Credits
Art 105	Beginning Drawing	5
Art 106	Intermediate Drawing	5
Art 107	Advanced Drawing	5
Art 109	Beginning Design	5
Art 110	Intermediate Design & Color	5
Art 180	The Artist's Portfolio	3
Art 209	3-Dimensional Design	5
Art 255	Advanced Painting 1	5
Art 256	Advanced Painting 2	5

To enhance the student's portfolio, the following are recommended:

Art 210	Advanced 3-Dimensional Design	5
Art 257	Advanced Painting 3	5
Photo 101	Beginning Black & White Photography	5

A minimum of one Art history class is also recommended.

Art 212, 213, 214	History of Art	5 ea
-------------------	----------------	------



University Transfer

Broadcasting

Associate Pre-Professional Degree 90-94 Credits

Broadcasting students may earn a one-year certificate in Broadcasting or a two-year Associate Pre-Professional degree.

Contact: Tom Evans Krause, ext. 2190
tkrause@greenriver.edu

Dept./No.	Course Title	Credits
Comm 101	Basic Speech Communication	5
Engl 110	College Writing	5
Engl 111 or	Writing: Humanities or	5
Engl 112 or	Writing: Social Sciences or	
Engl 113	Writing: Science & Business	
Journ 150	Introduction to Broadcasting	3
Journ 151	Radio Production	3
Journ 152	Radio & the Community	3
Journ 153	Broadcast News Writing	3
* Journ 254	Advanced Radio Production	3
* Journ 255	Marketing the Broadcast Media	3
Math 102	Pre-Calculus 1	5
Fitness/Wellness	Include one fitness-related course	3
Humanities/Fine Arts	One additional course (not Comm or Journ)	1-5
Social Science	Three separate areas	15
Science/Math	Three separate areas including one lab	15
Electives	As needed	3
Total of 10 credits to be taken from the following group of Journalism classes:		
Journ 110 or	Radio Laboratory 1 or	
* Journ 120 or	Digital Radio Laboratory or	
Journ 205	Radio Management	3-5
Journ 111 or	Radio Laboratory 2 or	
* Journ 121 or	Radio Laboratory 2 or	
Journ 206	Radio Workshop	3-5
Journ 112 or	Radio Laboratory 3 or	
* Journ 122 or	Radio Laboratory 3 or	
Journ 207	Advanced Radio Workshop	3-5
Choose one from the following:		
		5
* Behsc 103	Interpersonal Relations	
* Behsc 190	Stress Management	
* Bus 166	Human Resources & Work Readiness	
* Comm 100	Fundamentals of oral Communication	
Comm 110	Interpersonal Communication	
Comm 234	Small Group Leadership & Discussion	
Recommended Electives:		
Journ 177-179 and	Cooperative Education and	
Coop 171	Work Experience Seminar 1	1-13
Journ 201	Introduction to Mass Media	5
Journ 251-253	Journalism Internship	3-9
* Courses will transfer as elective only. Consult with your transfer institution.		

Broadcasting

Certificate 45-50 Credits

Contact: Tom Evans Krause, ext. 2190
tkrause@greenriver.edu

Dept./No.	Course Title	Credits
Reading	Eligible for Read 104 (as determined by the appropriate COMPASS score or completion of Read 094)	0-5
# Engl 110	College Writing	5
Journ 150	Introduction to Broadcasting	3
Journ 151	Radio Production	3
Journ 152	Radio & the Community	3
* Journ 153	Broadcast Newswriting	3
* Journ 254	Advanced Radio Production	3
* Journ 255	Marketing the Broadcast Media	3
# Math	Math course 100 or above	5
# Comm 101	Basic Speech Communication	2
Total of 10 credits to be taken from the following group of Journalism classes:		
# Journ 110 or	Radio Laboratory 1 or	
* Journ 120 or	Digital Radio Laboratory or	
Journ 205	Radio Management	3-5
# Journ 111 or	Radio Laboratory 2 or	
* Journ 121 or	Radio Laboratory 2 or	
Journ 206	Radio Workshop	3-5
# Journ 112 or	Radio Laboratory 3 or	
* Journ 122 or	Radio Laboratory 3 or	
Journ 207	Advanced Radio Workshop	3-5
Choose one from the following:		
		5
* Behsc 103	Interpersonal Relations	
* Behsc 190	Stress Management	
* Bus 166	Human Resources & Work Readiness	
* Comm 100	Fundamentals of Oral Communication	
Comm 101	Interpersonal Communication	
Comm 234	Small Group Leadership & Discussion	
Recommended Electives		
Journ 177-179 and	Cooperative Education and	1-12
Coop 171	Work Experience Seminar	1
Journ 201	Introduction to Mass Media	5
Journ 251-253	Journalism Internship	3-9
* Courses will transfer as elective only. Consult with your transfer institution.		
Note: Leadership skills, group activity, goal setting, teamwork and human relations are important elements of Journ 110, 111, 112, 120, 121, 122, 205, 206 and 207.		
# Satisfies related instruction requirements.		



Communication Studies

Certificate
20 Credits

Contact: Kate Katims, ext. 4283
kkatims@greenriver.edu

Dept./No.	Course Title	Credits
Select a minimum of 20 credits from the following list of courses:		
Comm 100	Fundamentals of Oral Communication	5
†* Comm 177-179 and Coop 171	Cooperative Education and Work Experience Seminar	1-5 1
Comm 101	Basic Speech Communication	5
Comm 110	Interpersonal Communication	5
† Comm 194	Special Studies	1-5
Comm 212	Persuasion & Propaganda	5
Comm 215	Critical Analysis of Media	5
Comm 234	Small Group Leadership & Discussion	5
Comm 238	Intercultural Communication	5
† Comm 299	Independent Study	2-5

* Variable credit classes; only 1-5 credits may be applied to this certificate.

† Course will transfer as elective only. Consult with your transfer institution.

Note: Students must complete a minimum of 10 credits from any of the courses in bold.

Advanced Communication Studies

Certificate
30 Credits

Contact: Kate Katims, ext. 4283
kkatims@greenriver.edu

Dept./No.	Course Title	Credits
Select a minimum of 10 credits from the following courses:		
Comm 100	Fundamentals of Oral Communication	5
Comm 101	Basic Speech Communication	5
Comm 110	Interpersonal Communication	5
Comm 215	Critical Analysis of Media	5
Comm 234	Small Group Leadership & Discussion	5
Comm 238	Communication Across Cultures	5
Select a minimum of 20 credits from the following list of courses:		
†* Comm 177-179 and Coop 171	Cooperative Education and Work Experience Seminar	1-5 1
† Journ 194	Special Studies	1-5
Journ 110 or Journ 111 or Journ 112	Radio Laboratory or Radio Laboratory 2 or Radio Laboratory 3	1-5
Journ 150	Introduction to Broadcasting	3
Journ 201	Introduction to Mass Media	5
Journ 205 or Journ 206 or Journ 207	Radio Management or Radio Workshop or Advanced Radio Workshop	1-5
† Comm 194	Special Studies	1-5
Comm 212	Persuasion & Propaganda	5
Comm 245	Argumentation	5
† Comm 299	Independent Study	5

* Variable credit classes; only 1-5 credits may be applied to this certificate.

† Course will transfer as elective only. Consult with your transfer institution.

Computer Science

Associate Pre-Professional Degree
90 Credits

Students planning a bachelor's degree in computer science must consult a Green River math advisor to plan an appropriate selection of classes and to ensure that all requirements of the transfer institution are met. Students are responsible for finding out the unique requirements of the college or university they plan to attend after Green River.

This Associate Pre-Professional degree meets the distribution requirements of the Associate in Arts degree. Specific course emphasis is embedded within the degree to help the student transfer to a four-year university within a program area.

In some cases, course substitutions may be granted (upon approval of the department) when a student provides proof that a specific four-year college or university has differing entrance requirements.

The following list of classes is intended only as a guide to some of the classes that should be taken at Green River for this major field of study.

Contact: Jeff McCauley, ext. 4326
jmccaule@greenriver.edu

Dept./No.	Course Title	Credits
Engl 110	College Writing	5
Engl 111 or Engl 112 or Engl 113	Writing: Humanities or Writing: Social Sciences or Writing: Science and Business	5
Humanities (Comm 101) (Choice)	Three Separate Areas (Basic Speech Communication) (Courses 100 or above)	5
Math 124	Calculus & Analytic Geometry	5
Science (Lab) (Phys 201)	Lab Science (Physics for Science & Engineering)	5
Science/Math (Science) (Math 125)	Two Separate Areas (Any Science Course) (Calculus & Analytic Geometry 2)	10
Social Science Additional (Math 126) (Phil 120) (Phys 202)	Three Separate Areas Humanities, Science, Math, or Social Science (Calculus & Analytic Geometry 3) (Introduction to Logic) (Physics for Science & Engineering)	15 15
Activity Additional	PE fitness-related course Activities (two courses)	2-3 2
Electives: Select 11 credits from the following:		11
CIT 102	Program Design	
Math 224	Intermediate Analysis	
Math 238	Elements of Differential Equations	
Math 240	Topics in Linear Algebra	
Phys 203	Physics for Science & Engineering	

Computing and Software Systems

Associate Pre-Professional Degree
95 credits

This Associate Pre-Professional degree program is designed to prepare students and meet all prerequisites for entrance to the University of Washington Tacoma. Students are expected to have completed the following curricula prerequisites during their high school years: Algebra I and II (2 years); Geometry (1 year); Trigonometry (1 year); Physics



University Transfer

with Lab (1 year); Chemistry or Biology (1 year); Composition/Literature (4 years); Foreign Language (2 years); and be able to demonstrate fluency in computing technologies.

In this program, students take courses in computer languages, computer architecture, database, data communications and systems analysis and design. Students acquire the necessary computer programming skills for positions concerned with the utilization of the computer in the analysis and solution of scientific, engineering, business and other technical problems. Students who complete this program will possess a unique combination of skills and knowledge that will make them well prepared for entry-level positions in the public or private sectors.

Contact: Marc Gottshall, ext. 4229
mgottsha@greenriver.edu

Dept./No.	Course Title	Credits
Core Requirements:		
C Sci 142	C Programming	5
C Sci 143	C++ Programming for Engineers	5
C Sci 144	Java 1	5
C Sci 145	Java 2	5
CIT 101	Introduction to Computer Information Technology	5
CIT 102	Program Design	5
CIT 110	Operating Systems Basics	5
CIT 201	Fundamental Database Design	5
CIT 221	Advanced Visual Basic	5
CIT 235	Database Management	5
CIT 242	Basic Hardware	5
CIT 265	Structured Query Language (SQL)	5
Comm 101	Basic Speech Communication	5
Engl 110	College Writing	5
Engl 113	Writing: Science & Business	5
Math 124	Calculus & Analytic Geometry 1	5
Math 256	Statistics for Business & Social Science	5
Phys 201	Physics for Science & Engineering	5
Psych 100 or	General Psychology or	
Soc 110	Survey of Sociology	5

Note: Certain courses listed above have additional prerequisites. Contact the program advisor for more information.

Elementary Education

Associate Pre-Professional Degree 94-102 Credits

This degree is intended for all future elementary teachers. It provides a broad foundation in liberal arts and beginning coursework in teacher education that is needed upon transfer to teacher certification programs at colleges/universities. It is designed to provide early experiences in teacher education, including opportunities for hands-on work in local classrooms and specific courses for elementary teachers. The requirements for the traditional Associate in Arts degree are embedded within this special degree and students can request to have it posted to their transcript.

Associate Pre-Professional degree in Elementary Education provides students with a Direct Transfer Associate in Arts degree to any public Washington baccalaureate institution. Central Washington University offers a BA in Education with a Science Education minor on the Green River campus. Students who graduate from Green River with the Associate Pre-Professional degree will be well prepared for this program.

Contact: Steve Kinholt, ext. 4354
skinholt@greenriver.edu

Leslie Heizer, ext. 4359
lheizer@greenriver.edu

Dept./No.	Course Title	Credits
English		
Engl 110	College Writing	5
Engl 111 or	Writing: Humanities or	5
Engl 112	Writing: Social Sciences	
Comm 101	Basic Speech Communication	5
Humanities/Fine Arts		
English/Literature	5 credits from the following courses	5
Engl 131 or	Introduction to Short Fiction or	
Engl 132 or	Introduction to Reading Drama or	
Engl 133 or	Introduction to Poetry or	
Engl 151 or	Creative Writing or	
Engl 165 or	Introduction to Myths of the World or	
Engl 180	Children's Literature	
Electives	Select 15 credits from courses with prefixes of Art, Chin, Dance, Drama, Fren, Germ, Hum, Japan, Music, Phil (excluding Phil 120) or Span	15
Social Science		
Psych 100 or	General Psychology or	
Psych 210	Developmental Psychology	5
Anthr 202 or	Cultural Anthropology or	
Ames 100	Introduction to Ethnic & Minority Studies	5
Hist 221 or	United States to 1877 or	
Hist 222	United States 1877 to Present	5
Electives	Select 5 credits from courses with prefixes of Econ, Geog, Hist, P Sci or Soc	5
Science		
IDS 101	Interdisciplinary Science 1	5
IDS 102	Interdisciplinary Science 2	5
IDS 103	Interdisciplinary Science 3	5
Math		
Math 170	Foundation of Elementary Math 1	5
Math 171	Foundation of Elementary Math 2	4-5
Math 172	Foundation of Elementary Math 3	4-5
Fitness/Wellness Activities		
P E	Fitness Course	2-3
P E	Activity Elective	1-5
HI Ed 190	Standard First Aid & CPR	3
Professional Core/Practicum		
Edu 170	Introduction to Education	3
Edu 172.1	Elementary School Practicum	1-2
Edu 270	Teacher Portfolio Review	1

Engineering

Associate Pre-Professional Degree 90-101 Credits

The prospective engineering student ideally will have completed the following courses in high school: chemistry (1 year), mathematics (4 years), and physics (1 year). Those who have not completed these prerequisite courses will be required to take equivalent courses in addition to the regular required program courses. This usually increases the time needed to earn a degree. Engineering students at Green River can complete the freshman and sophomore years and transfer to an accredited school of engineering as a junior. The student planning to receive an



Associate Pre-Professional degree in Engineering at Green River and transfer to a university as a junior in engineering must fulfill the following requirements.

Contact: Janet Ash, ext. 4614 Jeff McCauley, ext. 4326
 jhannan@greenriver.edu jmccaule@greenriver.edu

Dept./No.	Course Title	Credits
Chem 140	General Chemistry	6
Engl 110 or Engl 113	College Writing or Writing: Science & Business	5
G E 100	Careers in Engineering & Computer Science	2
G E 106	Introduction to Engineering Problems	3
G E 112	Statics	5
G E 142	C Programming	5
* G E	Engineering courses	10-15
Humanities/Soc Sci	Any college level course	10-15
Math 124-126	Calculus & Analytic Geometry 1-3	15
Math 238	Elements of Differential Equation	5
Math	Any 200 level course or above	4-5
Phys 201-202	Physics for Science & Engineering	10
Science/G E	Any college level course except elementary survey courses	10

Suggested courses for first-quarter students:

Chem 140	General Chemistry	6
G E 100	Careers in Engineering & Computer Science	2
G E 123	Engineering Graphics & 3D Modeling	5
Math	Any level math course consistent with placement score	5

* GE 177-179 (Cooperative Education) courses do not satisfy degree requirements in Engineering.

Math/Science for Elementary (K8) Teachers

A minimum GPA of 2.5 in all six courses and at least a GPA of 2.0 in each course is required to obtain the certificate. The certificate does not lead to a Washington State endorsement in mathematics or science.

Certificate 28-30 Credits

Contact: Steve Kinholt, ext. 4354 Keith Clay, ext. 4248
 skinholt@greenriver.edu kclay@greenriver.edu

Leslie Heizer, ext. 4359
 lheizer@greenriver.edu

Dept./No.	Course Title	Credits
Math 170	Foundations of Elementary Math 1	5
Math 171	Foundations of Elementary Math 2	4-5
Math 172	Foundations of Elementary Math 3	4-5
IDS 101	Interdisciplinary Science 1	5
IDS 102	Interdisciplinary Science 2	5
IDS 103	Interdisciplinary Science 3	5

Natural Resources

Associate Pre-Professional Degree 99 Credits

The Associate Pre-Professional degree prepares students to transfer to a college or university program as juniors in several Natural Resources areas. By developing academic skills in mathematics, science, English, humanities, and natural resources courses, the student can transfer directly into a professional program such as forest management, forest engineering, or wildlife biology. Selected natural resource courses will transfer to these four-year programs.

Course substitutions may be granted, in some cases, when a student provides proof that a specific professional program has different entrance requirements. If time permits, the student should take electives to meet the general graduation requirements of the schools they plan to attend. Some professional schools require a foreign language.

This program of study is designed to transfer to most four-year professional programs in Natural Resources or closely related fields. While setting up your specific program, you should consult the catalog of the school to which you plan to transfer.

Consult pages 116-118 in the Professional/Technical program section, Associate of Applied Science degrees in Natural Resources with emphasis on Geographic Information Systems Option, Park Management and Water Quality

Contact: Dick Hopkins, ext. 4509 Rob Sjogren, ext. 4582
 dhopkins@greenriver.edu rsjogren@greenriver.edu

Paul Mueller, ext. 2635
 pmueller@greenriver.edu

Dept./No.	Course Title	Credits
First Year		
Fall Quarter		
Math 102	Pre-Calculus 1	5
Natrs 100	Introduction to Natural Resources	5
Natrs 172	Computer Applications Overview	3
Natrs183	Tree & Shrub Identification	5
Winter Quarter		
Chem 101	Survey of General Chemistry	5
Math 104	Pre-Calculus 2	5
Natrs 195	Stream & Wetland Ecology	5
Spring Quarter		
Natrs 181	Forest Navigation & Mapping	8
Natrs 182	Air Photo Interpretation & Remote Sensing	5
Natrs 184	Shrub & Wildflower Identification	5
P E 113	Group Dynamics Activities	1
Second Year		
Fall Quarter		
Biol 201	General Biology	6
Engl 110	College Writing	5
Math 124	Calculus & Analytic Geometry	5
Winter Quarter		
Econ 200	Macroeconomics	5
Engl 113	Writing: Science & Business	5
Geol 101	Physical Geology	5
Spring Quarter		
Biol 203	Plant Biology	6
Chem 102	Survey of Organic Chemistry & Biochemistry	5
Comm 101	Basic Speech Communication	5



Professional/Technical

PROFESSIONAL/TECHNICAL EDUCATION

Students will find 42 different job-training programs at Green River, each designed to prepare students for immediate employment.

Professional and Technical programs are offered in business and office occupations, health sciences, the trades and technical fields. In each program, students will find hands-on training using current technology. Expert instructors provide individual attention in classrooms, labs and workshops. Each program is guided by an industry advisory committee to ensure that training meets the needs of local business and industry.

Training programs range in length from one quarter (11 weeks) to two years or more.

In some programs, classes are designed to provide up-to-date information to people already working in industry who need to learn new technology.

ASSOCIATE IN APPLIED ARTS DEGREE (AAA) AND ASSOCIATE IN APPLIED SCIENCE DEGREE (AAS)

The Associate in Applied Arts and the Associate in Applied Science degrees are designed for students in professional and technical programs. The only difference between those degrees is the field of study. Applied Arts degrees are generally awarded for business and business-related fields; applied science degrees are granted in health science, technical and trade subjects.

These professional and technical degrees are designed for students who want to prepare for employment. In some cases, credits earned may be applied to study at a four-year college or university.

Degree requirements include:

1. Earning a minimum of 90 credits with a minimum grade point average of 2.0.
2. Completing a minimum of 24 credits, including the last quarter of residence, at Green River.
3. Earning no more than 25% of the credit requirements on a pass/no credit basis.

The curriculum for each professional and technical program is determined by the faculty of Green River Community College and in some cases an advisory committee from business and industry. Students will find the related instruction requirements for Professional and Technical Certificates on the college web site, www.greenriver.edu. Consult the listing of the program of your choice for specific classes required.

ASSOCIATE DEVELOPMENT DEGREE

Minimum of 90 Credits

The Associate Development degree allows students to explore different subject areas as they prepare for a career. The flexibility of the degree allows students to customize course requirements to fit their professional goals while simultaneously ensuring competence in core learning outcome areas. The degree is not intended for students planning to transfer to a four-year institution.

Associate Development degree requirements are:

- Complete a minimum of 90 credits in the courses offered at GRCC. (Basic Education (BASIC), English as a Second Language (ESL), and courses designated as High School completion only do not count toward the required 90 credits.)
- Earn a minimum grade point average of 2.0.
- Complete a minimum of 24 credits, including the last quarter “in residence,” at Green River. Online courses are recognized as part of the 24 credits.
- No more than 25% of the credits may be earned on a pass/no-credit basis.
- The credits identified in each of the following options are counted as part of the 90 credits required for the degree. Students must complete one of the options:

Option 1: Complete a Green River certificate program of 45 credits or more.

Option 2: Complete the following:

- a Green River certificate program of 25 credits or more
- one course satisfying the written or oral communication requirement of any degree or program at Green River
- one course satisfying the quantitative and symbolic reasoning or computation requirement of any degree or program at Green River
- one course satisfying the human relations requirement of any degree or program at Green River

Option 3: Meet with a faculty advisor and custom design a program of study. The program of study must include the following:

- 25 credits or more in courses which specifically prepare a student for employment in an identified specialty area. Courses may be from academic as well as professional/technical areas
- one course satisfying the quantitative and symbolic reasoning or computation requirement of any degree or program at Green River
- one course satisfying the written or oral communication requirement of any degree or program at Green River
- one course satisfying the human relations requirement of any degree or program at Green River
- learning outcomes aligned with identified specialty area and selected courses

The program of study must be signed by the advisor and the student. The plan becomes a permanent part of the student's record.



PROFESSIONAL AND TECHNICAL CERTIFICATE

Professional and technical certificates are awarded in some programs.

Professional and technical certificates are designed for student who wants to prepare for immediate employment. The certificate includes specific courses in your area of study as well as “related instruction” courses that are intended to enhance your learning. In some cases, the credits you earn for these certificates may be applied to an Associate in Applied Arts Degree, Associate in Applied Science Degree, or to study at a four-year college or university.

Professional and Technical Certificate requirements include:

1. Earning a minimum of 45 credits with a minimum grade point average of 2.0.
2. Completing a minimum of 12 credits, including the last quarter of residence, at Green River.
3. Earning no more than 25% of the credit requirements on a pass/no credit basis.

The curriculum for each professional and technical program is determined by the faculty of Green River Community College and in some cases an advisory committee from business and industry. Specific requirements are listed in “Programs of Study.” Students will find the related instruction requirements for Professional and Technical Certificates on the college web site, www.greenriver.edu. Consult the listing of the program of your choice for specific classes required.

CERTIFICATES OF PROFICIENCY

Certificates of Proficiency are awarded in some professional and technical as well as academic programs. The curriculum for each professional and technical program is determined by the faculty of Green River Community College, and in some cases an advisory committee from business and industry. Certificates of Proficiency coursework is 44 or less credits and generally do not include “related instruction” courses. See “Programs of Study” for availability and specific requirements for Certificates of Proficiency, which usually do not include classes outside the major subject.

Certificate of Proficiency requirements include:

1. Earn a minimum grade point average of 2.0.
2. Complete a minimum of 25% of the credits required, including the last quarter of residence at Green River.
3. Earning no more than 25% of the credit requirements on a pass/no credit basis.

RELATED INSTRUCTION REQUIREMENTS

ASSOCIATE IN APPLIED ARTS DEGREE (AAA) AND ASSOCIATE IN APPLIED SCIENCE DEGREE (AAS)

The Associate in Applied Arts (AAA) and the Associate in Applied Science (AAS) degrees are designed for students in professional and technical programs. The faculty of Green River Community College and an advisory committee from local business and industry determine the curriculum for each professional/technical program. Each curriculum includes major field requirements, related instruction requirements and elective courses. To earn either degree, a student must accumulate a minimum of 90 credits, meet the specific requirements of the program, and earn a minimum grade point average of 2.0. Twenty-four of the total 90 credits, including the last quarter of study, must be completed at Green River. No more than 25% of the credit requirements may be earned on a pass/no-credit basis.

Students seeking AAA or AAS degrees must complete related instruction requirements in the program-related areas of communication, computation, and human relations. Where appropriate, safety and environmental awareness courses are also required for degree programs.

In most professional/technical fields at Green River, these related instructions are already included within the program. The requirements may be part of several courses or may be included in one particular course. Most students, in meeting the specific requirements of the programs, will automatically meet the related instruction requirements. (Courses designated as related instruction requirements will be denoted with a # symbol.)

The related instruction requirements and their minimum levels of proficiency are listed below. The listed courses in communication, computation, and human relations may be credited toward no more than one related instruction requirement.

Certificates

Related instruction requirements are included in all certificates that are one year in length or longer (45 credits or more).

Because of the condensed nature of the certificate programs, many related instruction requirements may be embedded within existing course work.

AAA and AAS Degrees and Certificates

1. COMMUNICATION

A. Writing

The student will earn a minimum of three credits* from the following: English 102, 110, 111, 112, or 113.

** Although three credits are the minimum requirement, all of the above English courses are offered at five credits.*

or

Business Education 130 for the following business-related degrees and certificates:



Professional/Technical

Degrees:	Certificates:
Accounting Technician Administrative Assistant Business Management Business Management– International Business Business Management– Marketing & Sales Business Management– Logistics Management Business Management– Manufacturing Management Computer Applications Specialist Computer Reporting Technologies– Captioning Computer Reporting Technologies– Court Reporting Legal Administrative Assistant Medical Office Assistant	Administrative Assistant Computer Application Specialist

or

Advanced placement 3 (AP3):	Waiver from writing requirement; no credit granted.
Advanced placement 4 (AP4):	Waiver from writing requirement and 5 credits granted for college-level writing
Advanced placement 5 (AP5):	Waiver from writing requirement and 10 credits granted for college-level writing

B. Oral

The student will earn a minimum of three credits* from the following: Communication 100, 101, 110, 180 or 234.

* Although three credits are the minimum requirement, most communication courses are offered at five credits.

2. COMPUTATION

Students pursuing degrees or certificates in programs without a specified computation or math course may satisfy this requirement by one of the following:

- A. The student will earn a minimum of three credits* from a mathematics course numbered 100 or above (excluding co-op math courses).

* Although three credits is the minimum requirement, most mathematics courses are offered at five credits.

- B. Achieve a COMPASS score sufficient for eligibility for Math 104 or higher.

or

Advanced placement 3 or 4 (AP3 or AP4) on the AB Examination	Waiver from computation requirement and 5 credits granted for Math 124
Advanced placement 5 (AP5) on the AB Examination	Waiver from computation requirement and 10 credits granted for Math 124 and Math 125
Advanced placement 3 (AP3) on the BC Examination	Waiver from computation requirement and 5 credits granted for Math 124
Advanced placement 4 or 5 (AP4 or AP5) on the BC Examination	Waiver from computation requirement and 10 credits granted for Math 124 and Math 125

- C. Business Education 110 or Business Administration 145 for the following business related degrees and certificates:

Degrees:	Certificate
Accounting Technician Administrative Assistant Business Management– International Business Business Management– Marketing & Sales Business Management– Logistics Management Business Management– Manufacturing Management Computer Applications Specialist Computer Reporting Technologies– Court Reporting Computer Reporting Technologies– Captioning Legal Administrative Assistant Medical Office Assistant	Administrative Assistant Computer Application Specialist

- D. Acomp 100N for Practical Nursing Certificate.

- E. Acomp 100T for Trades degrees.

3. HUMAN RELATIONS

The student will participate in a minimum of three credits* or 33 hours of course work in which personal quality foundation skills and interpersonal workplace competencies are taught and practiced. These qualities and competencies are identified in the U.S. Department of Labor Secretary's Commission on Achieving Necessary Skills (SCANS). They include, but are not limited to the following: demonstrates responsibility, self-worth, sociability in groups, self-management and integrity/honesty; participates as a team member; helps others; exhibits leadership; negotiates agreement; and develops an appreciation of socio-cultural differences while respecting the rights of others.

The student's Human Relations requirement is met if at least 80% of the SCANS attributes (as mentioned above) are embedded into a course or courses that are part of their professional or technical program (see program requirements). If not embedded, the student will earn a minimum of three credits* from the following courses:

Behsc 103, 190
Bus 166
Comm 100, 101, 110, 234

* Although three credits are the minimum requirement, most courses that meet this requirement are offered at five credits.



PROFESSIONAL/TECHNICAL DEGREE AND CERTIFICATE PROGRAMS

The following lists the Professional/Technical degree and certificate programs offered at Green River Community College:

- AAA** – Associate of Applied Arts
- AAS** – Associate of Applied Science
- AAA-PTS** – Associate of Applied Arts in Professional Technical Studies
- AAS-PTS** – Associate of Applied Science in Professional Technical Studies
- AD** – Associate Development degree
- Cert** – Certificate (45 credits or more)
- Cert-P** – Certificate of Proficiency

Program	AAA	AAS	CERT	CERT-P	Page No.
Accounting	X			X	76
Accounting Clerk				X	77
Auto Body Technology		X			77
Collision Repair				X	77
Painting and Refinishing				X	78
Automotive Technology		X			78
Brakes, Steering and Suspension				X	78
Electrical Systems				X	79
Engine Performance				X	79
Heating and Air Conditioning				X	79
Transmission and Transaxle				X	80
Aviation Technology					80-83
Air Transportation		X			80
Air Traffic Control/Airline Dispatch		X			80
Helicopter Pilot		X			81
Professional Pilot		X			81
Advanced Aviation Knowledge				X	81
Advanced Air Traffic Control				X	82
Aircraft Dispatcher				X	82
Airline Dispatcher Completion				X	82
Basic Aviation Knowledge				X	82
Intermediate Aviation Knowledge				X	82
International Flight Planning				X	83
Business Education					83-91
Administrative Assistant	X		X		83
Data Entry				X	84
File Clerk				X	84
Office Support 1				X	85
Office Support 2				X	85
Computer Applications Specialist	X		X		85



Professional/Technical

Program	AAA	AAS	CERT	CERT-P	Page No.
Distance Education Preparation				X	86
Legal Administrative Assistant	X				86
Paralitigator				X	87
Medical Office Assistant	X				88
Medical Office Manager				X	88
Medical Coding				X	89
Medical Transcriptionist				X	89
Medical Transcription Computer				X	90
Business Management	X			X	90
International Business	X				90
International Business Specialist				X	91
Marketing and Sales	X			X	91
Supervisor				X	91
Carpentry Technology - Residential and Light Commercial Carpentry		X		X	92
Basic Construction Management Skills				X	92
Intermediate Construction Management Skills				X	94
Residential Concrete Forming and Placement				X	93
Residential Exterior Finish Level 1				X	93
Residential Light and Commercial Framing 1				X	93
Residential Light and Commercial Framing 2				X	93
Residential Interior Finish Level 1				X	94
Residential Interior Finish Level 2				X	94
Cashier/Checker Training				X	94
Computer Reporting Technologies - Captioning	X				95
Computer Reporting Technologies - Court Reporting	X				96-97
Medical Stenoscryptionist				X	98
Scoptist/Text Editor				X	98
Text Entry				X	99
Computer Systems Administration					99-102
Database Design and Administration		X			99
Network Technology		X			100
Programming		X			100
Advanced Network				X	101
Fundamental Network				X	101
Help Desk				X	102
IT Basics				X	102
Criminal Justice		X			103
Corrections				X	103
Law Enforcement				X	104
Fingerprint Technology				X	104



Program	AAA	AAS	CERT	CERT-P	Page No.
Design Technology					104-110
Architectural Drafting				X	104
Architectural, Structural and Civil Drafting			X		105
Civil Drafting				X	105
Construction Design Technology		X			106
Design Drafting Technology		X			106
Drafting				X	107
Manufacturing Technology-CIM		X			108
Mechanical 3-D CAD				X	108
Mechanical CAD				X	108
Mechanical Design Technology		X			109
Mechanical Drafting			X		109
Structural Drafting				X	110
Early Childhood Education	X			X	110
Child Development Associate Preparation				X	111
Early Childhood Assistant Teacher				X	112
Instructional Aide				X	112
Montessori Teaching				X	112
Paraeducator	X				111
Forensic Technology		X		X	113
Geographic Information System		X		X	114
Health Services Paraprofessional				X	114
Manufacturing Technology		X		X	115
Natural Resources		X			116
Geographic Information Systems Option		X			116
Park Management		X			117
Water Quality		X			117
Nursing					118-119
Nursing Assistant				X	118
Practical Nursing			X		118
Workfirst Nursing Assistant				X	119
Occupational Therapy Assistant		X			119
Physical Therapist Assistant		X			121
Professional & Technical Studies	X	X			123
Water Supply and Wastewater Technology					125-127
Wastewater Technology		X			125
Municipal Wastewater Treatment Technology				X	126
Wastewater Collection Technology				X	126
Water Supply Technology		X			127
Water Distribution Technology				X	127
Welding Technology		X			128
Basic Arc and Flame				X	128
Intermediate Arc and Flame				X	128
Advanced Arc and Flame				X	128



Professional/Technical

Accounting

Associate in Applied Arts Degree 90 Credits

The graduate of this two-year program will be prepared for employment in accounting and future supervisory positions in accounting and business. Students in this program must complete all required B A classes with a grade of 2.5 or higher. Students must earn a cumulative GPA of 2.5 or higher.

Dept./No.	Course Title	Credits
Core Requirements:		
B A 101 or Bus 164	Business, Government & Society or Business Principles	5
* B A 110	Practical Financial Accounting 1	5
B A 111	Practical Financial Accounting 2	5
B A 112	Computer Applications for Accounting	5
B A 113	Practical Accounting	5
B A 118	Individual Taxation	5
B A 200 or B A 205	Introduction to Law & Commerce or Business Law	5
Bus E 100	Fundamentals of Microcomputers	5
† Bus E 101	Beginning Typing/Keyboarding	0-5
Bus E 110	Business Math Applications	5
Bus E 162	Introduction to Excel for Windows	5
Bus E 163	Advanced Excel for Windows	5
Electives	See list below	
Related Instruction Requirements:		
Reading	Eligible for Read 104, Reading Mastery	0-5
# Computation	Math 072, Elementary Algebra or eligible for Math 097	0-5
# Behsc 103 or Bus 166 or Comm 100 or Comm 101 or Comm 110	Interpersonal Relations or Human Resources & Work Readiness or Fundamentals of Oral Communication or Basic Speech Communication or Interpersonal Communication	5
# Bus E 130 or Engl 102 or Engl 110 or Engl 111 or Engl 112 or Engl 113	Business Correspondence or Practical College Writing or College Writing or Writing: Humanities or Writing: Social Sciences or Writing: Science & Business	5
# Comm 100 or Comm 101 or Comm 110 or Comm 180 or Comm 234	Fundamentals of Oral Communication or Basic Speech Communication or Interpersonal Communication or Communication Skills for Teachers & Trainers or Small Group Leadership & Discussion	5
Electives: Students may choose from the following courses to total 90 credits:		
Any B A Course		5
Any BUS E Course		5
Any BUS Course		5
Any Math Course		5

Coop 171	Work Experience Seminar	1
Econ 100	Economic Principles & Applications	5
Econ 200	Macroeconomics	5
Econ 201	Microeconomics	5

Satisfies related instruction requirements.

Students can only apply Comm 100, 101 or 110 towards the human relations area if NOT already used in the Communications area of the related instruction requirements.

* Prerequisites: Eligible for Read 104 or instructor's permission.

† Bus E 101 Beginning Typing/Keyboarding may be waived by passing a 3-minute typing test at 30 wpm with 5 or less errors using the proper touch typing techniques. Elective credits may be used to meet the minimum degree credit requirements.

Accounting

Certificate of Proficiency 40 Credits

For the student who seriously desires early employment, or wishes to add specialty credentials to an earned degree. Green River offers a course of instruction culminating in an Accounting Certificate. (Tech Prep students may articulate into this program as a continuation of training started in high school qualified programs.) Students in this program must complete all required BA classes with a grade of 2.5 or higher. Students must earn a cumulative GPA of 2.5 or higher.

Dept./No.	Course Title	Credits
Core Requirements:		
† Keyboarding Skill		
B A 101 or Bus 164	Business, Government & Society or Business Principles	5
* B A 110	Practical Financial Accounting 1	5
* B A 111	Practical Financial Accounting 2	5
B A 112	Computer Applications for Accounting	5
Bus E 100	Fundamentals of Microcomputers	5
Bus E 110	Business Math Applications	5
Bus E 162	Introduction to Excel for Windows	5
Bus E 163	Advanced Excel for Windows	5

† Keyboarding may be demonstrated by passing a 5-minute typing test at 30 wpm with 5 or less errors using the proper touch typing techniques. Students unable to meet the minimum typing speed required may take Bus E 101 to fulfill the keyboarding requirement.



Accounting Clerk

Certificate of Proficiency 15 Credits

Students must complete all required B A classes with a grade of 2.5 or higher. Students must earn a cumulative G.P.A. of 2.5 or higher.

Dept./No.	Course Title	Credits
Core Requirements:		
B A 110	Practical Financial Accounting 1	5
Bus E 100	Fundamentals of Microcomputers	5
Bus E 110	Business Math Applications	5

Auto Body Technology

Associate in Applied Science Degree 109 - 116 Credits

Auto Body Technology is a two-year Associate in Applied Science degree (AAS), designed to educate students in the complete repair and refinishing of collision damaged vehicles. Graduates of this NATEF certified program will have acquired the skills necessary to enter into other aspects of the trade such as management, sales, and appraising.

The auto collision repair industry is becoming more technical and our graduates will have been trained with that in mind due to the help of competencies set forth by the National Automotive Technicians Education Foundation (NATEF) the National Institute for Automotive Service Excellence (ASE), and the Inter-Industry Conference on Collision Repair (I-Car).

This is an open entry program and, providing space is available, students may enter at the beginning of any quarter with instructor's permission.

Suggested first quarter classes for new students: Abody 100, 12 credits of Abody 104, and Indus 102.1. See advisor for scheduling of subsequent quarters.

Contact: Mark Millbauer, ext 4285 Paul Mueller, ext. 2635
mmillbau@greenriver.edu pmueller@greenriver.edu

Dept./No.	Course Title	Credits
Abody 100	Conduct/Safety/Equipment	1
Abody 104	Non-Structural Repair	14
Abody 105	Structural Damage Repair	14
Abody 106	Mechanical & Electrical Repair	15
Abody 107	Plastics & Adhesives	3
Abody 108	Painting & Refinishing	20
Abody 109	Special Shop Practice	11
Abody 110	Estimating for Collision Repair	3
Abody 177-179	Auto Body Work Experience	4
Abody 180-184	Industry Leadership 1-5	5
Indus 102.1	Welding Survey 1	3
Indus 102.2	Welding Survey 2	3
First Aid/CPR	Possess First Aid/CPR card upon graduation	

Related Instruction Requirements:

# Comm 100	Fundamentals of Oral Communication	5
# Engl 102	Practical College Writing	5
# Human Relations	Any course satisfying the related instruction requirements listed on pages 71-72	3-5

Acomp 100T Computation for the Trades or eligible for Math 070 or higher 0-5

Satisfies related instruction requirements. For scheduling or transferability reasons, other courses from the current list of related instruction requirements may be substituted.

Note: Students whose primary language is not English must pass ESL Level 3 before enrolling in the Auto Body Technology program.

Auto Body Technology– Collision Repair

Certificate of Proficiency 44 Credits

The collision repair certificate is designed to prepare students for entry-level employment in the auto body and the collision repair industries. Students will be instructed in the basics of auto body repair including structural and non-structural repair and welding through completion of NATEF (National Automotive Technician Education Foundation) certified courses.

This is an open-entry program and, providing space is available, students may enter at any time with instructor's permission.

Contact: Mark Millbauer, ext 4285 Paul Mueller, ext. 2635
mmillbau@greenriver.edu pmueller@greenriver.edu

Dept./No.	Course Title	Credits
Abody 100	Conduct/Safety/Equipment	1
Abody 104	Non-Structural Repair	14
Abody 105	Structural Damage Repair	14
Abody 107	Plastics & Adhesives	3
Abody 109	Special Shop Practice	6
Indus 102.1	Welding Survey 1	3
Indus 102.2	Welding Survey 2	3





Professional/Technical

Paint and Refinishing

Certificate of Proficiency 44 Credits

The paint and refinishing certificate is intended to prepare students for entry-level employment in the auto body paint shop. Students will be instructed in the basics of shop and hazardous material safety, painting, and basic auto body repair through completion of NATEF (National Automotive Technician Education Foundation) certified courses.

This is an open entry program and, providing space is available, students may enter at any time with instructor's permission.

Contact: Mark Millbauer, ext 4285 Paul Mueller, ext. 2635
mmillbau@greenriver.edu pmueller@greenriver.edu

Dept./No.	Course Title	Credits
Abody 100	Conduct/Safety/Equipment	1
Abody 104	Non-Structural Repair	14
Abody 107	Plastics & Adhesives	3
Abody 108	Painting & Refinishing	20
Abody 109	Special Shop Practice	6

Automotive Technology

Associate in Applied Science Degree 105-110 Credits

Automotive Technology is a two-year Associate in Applied Science degree program designed to prepare the student for employment in the automotive industry.

Graduates of the program will have achieved competencies set forth by the National Automotive Technicians Education Foundation (NATEF) and the National Institute for Automotive Service Excellence (ASE) and obtained related education in the fields of leadership, human relations and communication.

Credit for hours of training is usually granted to those entering into an approved apprenticeship program and is granted for the certification experience requirement.

Entry into the program will be on a space-available basis with instructor's permission.

New students must show proof of a valid driver's license.

Contact: Dan Sorensen, ext. 4202 Karl Hoffman, ext. 4253
dsorensen@greenriver.edu khoffman@greenriver.edu

Paul Mueller, ext. 2635
pmueller@greenriver.edu

Dept./No.	Course Title	Credits
First Quarter		
Reading requirement	Eligible for Read 104	
Atech 110	Shop Procedures	2
Atech 116	Suspension & Steering	6
Atech 117	Brakes	6
Atech 150	Automotive Leadership Skills 1	1
#* Comm 100	Fundamentals of Oral Communication	5
Second Quarter		

#* Acomp 100T	Computation for the Trades	5
Atech 111	Electrical/Electronic System	13
Atech 151	Automotive Leadership Skills 2	1

Third Quarter

Atech 113	Engine Repair	4
Atech 112	Engine Performance	9
Atech 152	Automotive Leadership Skills 3	1
Indus 102.1	Welding Survey 1	3

Fourth Quarter

Atech 115	Manual Drive Trains Axle	8
Atech 112	Engine Performance	6
Atech 153	Automotive Leadership Skills 4	1
#*Engl 102	Practical College Writing	5

Fifth Quarter

Atech 114 and/or Atech 108.1	Auto Trans & Trans Axle and/or State Emission Specialist 1	4-6
Atech 118	Heating & Air Conditioning	6
Atech 154	Automotive Leadership Skills 5	1
#* Behsc 103	Interpersonal Relations	5

Sixth Quarter

Atech 119 or Auto177	Special Shop Practice or Auto Work Experience	13
HI Ed 190	Standard First Aid/CPR or possession of a valid First Aid card upon graduation	0-3

Satisfies related instruction requirements.

* Other courses from the current list of related instruction requirements on pages 71-72 of this catalog may be substituted.

Automotive Technology— Brakes, Steering and Suspension

Certificate of Proficiency 15 Credits

Recipients of the certificate will have achieved competencies set forth by the National Automotive Technicians Education Foundation (NATEF) and the National Institute for Automotive Service Excellence (ASE).

The major objective of the Brakes, Steering and Suspension certificate program is to provide students opportunity to develop essential skills necessary for an entry-level position in the field of Automotive Brakes, Steering and Suspension repair.

Entry into the program will be on a space-available basis with instructor's permission.

New students must show proof of a valid driver's license.

Contact: Dan Sorensen, ext. 4202 Karl Hoffman, ext. 4253
dsorensen@greenriver.edu khoffman@greenriver.edu

Paul Mueller, ext. 2635
pmueller@greenriver.edu

Dept./No.	Course Title	Credits
First Quarter		
Reading requirement	Eligible for Read 104	
Atech 110	Shop Procedures	2
Atech 116	Suspension & Steering	6
Atech 117	Brakes	6
Atech 150 or	Automotive Leadership Skills 1 or	



Atech 151 **or** Automotive Leadership Skills 2 **or**
 Atech 152 **or** Automotive Leadership Skills 3 **or**
 Atech 153 **or** Automotive Leadership Skills 4 **or**
 Atech 154 Automotive Leadership Skills 5 1

dsorense@greenriver.edu khoffman@greenriver.edu
 Paul Mueller, ext. 2635
 pmueller@greenriver.edu

Automotive Technology– Electrical Systems

Certificate of Proficiency 14 Credits

Recipients of the certificate will have achieved competencies set forth by the National Automotive Technicians Education Foundation (NATEF) and the National Institute for Automotive Service Excellence (ASE).

The major objective of the Electrical Systems certificate program is to provide students opportunity to develop essential skills necessary for an entry-level position in the field of Automotive Electrical Systems repair.

Entry into the program will be on a space-available basis with instructor's permission.

New students must show proof of a valid driver's license.

Contact: Dan Sorensen, ext. 4202 Karl Hoffman, ext. 4253
 dsorense@greenriver.edu khoffman@greenriver.edu
 Paul Mueller, ext. 2635
 pmueller@greenriver.edu

Dept./No.	Course Title	Credits
Reading requirement	Eligible for Read 104	
Atech 111	Electrical & Electronic Systems	13
Atech 150 or	Automotive Leadership Skills 1 or	
Atech 151 or	Automotive Leadership Skills 2 or	
Atech 152 or	Automotive Leadership Skills 3 or	
Atech 153 or	Automotive Leadership Skills 4 or	
Atech 154	Automotive Leadership Skills 5	1

Automotive Technology– Engine Performance

Certificate of Proficiency 16 Credits

Recipients of the certificate will have achieved competencies set forth by the National Automotive Technicians Education Foundation (NATEF) and the National Institute for Automotive Service Excellence (ASE).

The major objective of the Engine Performance certificate program is to provide students opportunity to develop essential skills necessary for an entry-level position in the field of Automotive Engine Performance and Drivability repair.

Entry into the program will be on a space-available basis with instructor's permission.

New students must show proof of a valid driver's license.

Contact: Dan Sorensen, ext. 4202 Karl Hoffman, ext. 4253

Dept./No.	Course Title	Credits
Reading requirement	Eligible for Read 104	
Atech 112	Engine Performance	15
Atech 150 or	Automotive Leadership Skills 1 or	
Atech 151 or	Automotive Leadership Skills 2 or	
Atech 152 or	Automotive Leadership Skills 3 or	
Atech 153 or	Automotive Leadership Skills 4 or	
Atech 154	Automotive Leadership Skills 5	1

Automotive Technology– Heating and Air Conditioning

Certificate of Proficiency 7 Credits

Recipients of the certificate will have achieved competencies set forth by the National Automotive Technicians Education Foundation (NATEF) and the National Institute for Automotive Service Excellence (ASE).

The major objective of the Automotive Heating/Air Conditioning certificate program is to provide students opportunity to develop essential skills necessary for an entry-level position in the field of Automotive Heating/Air Conditioning repair.

Entry into the program will be on a space-available basis with instructor's permission.

New students must show proof of a valid driver's license.

Contact: Dan Sorensen, ext. 4202 Karl Hoffman, ext. 4253
 dsorense@greenriver.edu khoffman@greenriver.edu
 Paul Mueller, ext. 2635
 pmueller@greenriver.edu

Dept./No.	Course Title	Credits
Reading requirement	Eligible for Read 104	
Atech 118	Heating & Air Conditioning	6
Atech 150 or	Automotive Leadership Skills 1 or	
Atech 151 or	Automotive Leadership Skills 2 or	
Atech 152 or	Automotive Leadership Skills 3 or	
Atech 153 or	Automotive Leadership Skills 4 or	
Atech 154	Automotive Leadership Skills 5	1

Automotive Technology–



Professional/Technical

Transmission and Transaxle

Certificate of Proficiency 15 Credits

Recipients of the certificate will have achieved competencies set forth by the National Automotive Technicians Education Foundation (NATEF) and the National Institute for Automotive Service Excellence (ASE).

The major objective of the Transmission and Transaxle certificate program is to provide students opportunity to develop essential skills necessary for an entry-level position in the field of Automotive Transmission and Transaxle repair.

Entry into the program will be on a space-available basis with instructor's permission.

New students must show proof of a valid driver's license.

Contact: Dan Sorensen, ext. 4202 Karl Hoffman, ext. 4253
dsorensen@greenriver.edu khoffman@greenriver.edu

Paul Mueller, ext. 2635
pmueller@greenriver.edu

Dept./No.	Course Title	Credits
Reading requirement	Eligible for Read 104	
Atech 114	Automatic Transmission	6
Atech 115	Manual Transmission & Transaxle	8
Atech 150 or	Automotive Leadership Skills 1 or	
Atech 151 or	Automotive Leadership Skills 2 or	
Atech 152 or	Automotive Leadership Skills 3 or	
Atech 153 or	Automotive Leadership Skills 4 or	
Atech 154	Automotive Leadership Skills 5	1

Aviation Technology– Air Transportation

Associate in Applied Science Degree 93 Credits

Aviation, business and human relations courses form the core of this program, which is designed to help prepare a student for entry into the airline industry. It is intended for students interested in ramp service, customer service, reservations, flight attendant service, aircraft servicing, airport maintenance and airport management careers.

Students may enter this program at the beginning of any quarter.

Contact: John Robin Dinnis, ext. 4335 George Comollo, ext.4336
jdinnis@greenriver.edu gcomollo@greenriver.edu

Dept./No.	Course Title	Credits
Avia 110	Airline Operation	5
Avia 111 or	Private Pilot Ground School or	
Avia 123	Aviation Weather	5
Avia 210	Aviation & the Law	5
Avia 214	Airport Management & Operations	5
B A 101 or	Business, Government & Society or	
Bus 164	Business Principles	5
B A 110 or	Practical Financial Accounting 1 or	
B A 210	Financial Accounting 1	5

Bus 121	Marketing Fundamentals	5
# Behsc 103 or	Interpersonal Relations or	
Behsc 190 or	Stress Management or	
Bus 166 or	Human Resources & Work Readiness or	
Comm 110	Interpersonal Communication	5
Bus E 100	Fundamentals of Microcomputer	5
# Comm 100 or	Fundamentals of Oral Communication or	
Comm 101	Basic Speech Communication	5
Econ 100 or	Economic Principles & Applications or	
Econ 200	Macroeconomics	5
# Engl 110	College Writing	5
# Math	Any Math course 100 or higher	5
Psych 100	General Psychology	5
Lifetime Fitness/ Wellness Activity	Any combination of courses	3
Suggested Electives: 20 credits (select any three courses)		
Avia 177-179 and	Aviation Work Experience and	1-13
Coop 171	Work Experience Seminar	1
Avia 211 and	Aerodynamics for Pilots and	3
Avia 212	Human Factor for Aviators	2
B A 205	Business Law	5
Bus 159	Professional Selling	5
Bus 182 or	International Logistics or	
Bus 181	Introduction to International Business	5
Natrs 117	Aerial Photography Uses & Ground Based Mapping	2

Satisfies related instruction requirements.

Aviation Technology– Air Traffic Control/Airline Dispatch

Associate in Applied Science Degree 90 Credits

Contact: John Robin Dinnis, ext. 4335 George Comollo, ext.4336
jdinnis@greenriver.edu gcomollo@greenriver.edu

Dept./No.	Course Title	Credits
Avia 110	Airline Operation	5
Avia 111	Private Pilot Ground School	5
Avia 123	Aviation Weather	5
Avia 201	Air Traffic Control 1	5
Avia 202	Air Traffic Control 2	5
Avia 208	Airline Dispatch	5
Avia 209	International Flight Planning & ETOPS	5
Avia 210	Aviation & the Law	5
Avia 211	Aerodynamics for Pilots	3
Avia 212	Human Factor for Aviators	2
Avia 214	Airport Management & Operations	5
Avia 216	Instrument Pilot Ground School	5
# Behsc 103 or	Interpersonal Relations or	
Behsc 190 or	Stress Management or	
Bus 166 or	Human Resources & Work Readiness or	
Comm 110	Interpersonal Communication	5
Bus E 100	Fundamentals of Microcomputers	5
# Comm 100 or	Fundamentals of Oral Communication or	
Comm 101	Basic Speech Communication	5
# Engl 110	College Writing	5
# Math	Any Math courses 100 or higher	5
Science	Any physics, chemistry, geology, biology, astronomy course with a lab	10

Suggested Electives



Avia 177-179 and Coop 171 Natrs 117	Aviation Work Experience and Work Experience Seminar Aerial Photography Uses & Ground Based Mapping	1-13 1 2
---	--	----------------

Satisfies related instruction requirements.

Aviation Technology– Helicopter Pilot

**Associate in Applied Science Degree
93 Credits**

Contact: John Robin Dinnis, ext. 4335 George Comollo, ext.4336
jdinnis@greenriver.edu gcomollo@greenriver.edu

Dept./No.	Course Title	Credits
Avia 110	Airline Operation	5
Avia 111	Private Pilot Ground School	5
Avia 123	Aviation Weather	5
Avia 201	Air Traffic Control 1	5
Avia 206	Helicopter Ground School	3
Avia 208	Airline Dispatch	5
Avia 210	Aviation & the Law	5
Avia 211	Aerodynamics for Pilots	3
Avia 212	Human Factor for Aviators	2
Avia 214	Airport Management & Operations	5
Avia 216	Instrument Pilot Ground School	5
Avia 218	Commercial Pilot Ground School	5
Avia 231	Private Helicopter Flight	5
Avia 241	Commercial Helicopter Flight	5
# Behsc 103 or	Interpersonal Relations or	
Behsc 190 or	Stress Management or	
Bus 166 or	Human Resources & Work Readiness or	
Comm 110	Interpersonal Communication	5
Bus E 100	Fundamentals of Microcomputers	5
# Comm 100 or	Fundamentals of Oral Communication or	
Comm 101	Basic Speech Communication	5
# Engl 110	College Writing	5
# Math	Any Math courses 100 or higher	5
Science	Any physics, chemistry, geology, biology, astronomy course with a lab	5
Suggested Electives		9
Avia 177-179 and	Aviation Work Experience and	1-13
Coop 171	Work Experience Seminar	1
Natrs 117	Aerial Photography Uses & Ground Based Mapping	2

Satisfies related instruction requirements.

Aviation Technology– Professional Pilot

**Associate in Applied Science Degree
90 Credits**

Contact: John Robin Dinnis, ext. 4335 George Comollo, ext.4336
jdinnis@greenriver.edu gcomollo@greenriver.edu

Dept./No.	Course Title	Credits
-----------	--------------	---------

Avia 110	Airline Operation	5
Avia 111	Private Pilot Ground School	5
Avia 123	Aviation Weather	5
Avia 201	Air Traffic Control 1	5
Avia 210	Aviation & the Law	5
Avia 211	Aerodynamics for Pilots	3
Avia 212	Human Factor for Aviators	2
Avia 214	Airport Management & Operations	5
Avia 216	Instrument Pilot Ground School	5
Avia 218	Commercial Pilot Ground School	5
Avia 230	Private Pilot Flight	5
Avia 236	Instrument Pilot Flight	5
Avia 240	Commercial Pilot Flight	5
# Behsc 103 or	Interpersonal Relations or	
Behsc 190 or	Stress Management or	
Bus 166 or	Human Resources & Work Readiness or	
Comm 110	Interpersonal Communication	5
Bus E 100	Fundamentals of Microcomputers	5
# Comm 100 or	Fundamentals of Oral Communication or	
Comm 101	Basic Speech Communication	5
# Engl 110	College Writing	5
# Math	Any Math courses 100 or higher	5
Science	Any physics, chemistry, geology, biology, astronomy course with a lab	5

Suggested Electives

Avia 177-179 and	Aviation Work Experience and	1-13
Coop 171	Work Experience Seminar	1
Avia 208	Airline Dispatch	5
Natrs 117	Aerial Photography Uses & Ground Based Mapping	2

Satisfies related instruction requirements.

Aviation Technology– Advanced Aviation Knowledge

**Certificate of Proficiency
20 Credits**

The program will prepare an individual with a private pilot and instrument rating background for the FAA Commercial Pilot written exam.

Contact: John Robin Dinnis, ext. 4335 George Comollo, ext.4336
jdinnis@greenriver.edu gcomollo@greenriver.edu

Dept./No.	Course Title	Credits
First Quarter:		
Avia 111	Private Pilot Ground School	5
Avia 123	Aviation Weather	5
Avia 216	Instrument Pilot Ground School	5
Second Quarter:		
Avia 218	Commercial Pilot Ground School	5

Aviation Technology–



Professional/Technical

Advanced Air Traffic Control

Certificate of Proficiency
25 Credits

The program will prepare an individual with no background in aviation for the FAA admission test into the Air Traffic Control System.

Contact: John Robin Dinnis, ext. 4335 George Comollo, ext.4336
jdinnis@greenriver.edu gcomollo@greenriver.edu

Dept./No.	Course Title	Credits
First Quarter:		
Avia 111	Private Pilot Ground School	5
Avia 123	Aviation Weather	5
Avia 216	Instrument Pilot Ground School	5
Second Quarter:		
Avia 201	Air Traffic Control 1	5
Avia 202	Air Traffic Control 2	5

**Aviation Technology–
Aircraft Dispatcher**

Certificate of Proficiency
41-43 Credits

The program will prepare students with no background in aviation for the FAA Aircraft Dispatcher practical examination. This examination must be taken within 90 days of graduation.

Entrance Requirements:

1. Math scores of 86-100 on the numerical skill portion of the COMPASS or qualifies for Math 072.
2. Reading competency as measured by COMPASS reading test.
3. Recommended keyboarding/typing skill of 30 wpm. Keyboarding/typing skills may be demonstrated by passing a 3-minute typing test for other programs at 30 wpm with 5 or less errors using the proper touch typing technique administered by the Business Education department.

Contact: John Robin Dinnis, ext. 4335 George Comollo, ext.4336
jdinnis@greenriver.edu gcomollo@greenriver.edu

Dept./No.	Course Title	Credits
First Quarter:		
Avia 110	Airline Operation	5
Avia 111	Private Pilot Ground School	5
Avia 123	Aviation Weather	5
Second Quarter:		
Avia 201	Air Traffic Control 1	5
Avia 216	Instrument Pilot Ground School	5
Bus E 111 or Bus E 100	Personal Computing or Fundamentals of Microcomputers	3-5
Third Quarter:		
Avia 208	Airline Dispatch	5

Avia 209 International Flight Planning & ETOPS 5
Elective Any course 100 or above 3

**Aviation Technology–
Airline Dispatcher Completion**

Certificate of Proficiency
20-25 Credits

The program will prepare an individual with no background in aviation for the FAA Aircraft Dispatcher practical examination. This examination must be taken within 90 days of graduation.

Contact: John Robin Dinnis, ext. 4335 George Comollo, ext.4336
jdinnis@greenriver.edu gcomollo@greenriver.edu

Dept./No.	Course Title	Credits
First Quarter:		
Avia 111	Private Pilot Ground School (if necessary)	0-5
Avia 123	Aviation Weather	5
Avia 216	Instrument Pilot Ground School	5
Second Quarter:		
Avia 201	Air Traffic Control 1	5
Avia 208	Airline Dispatch	5

**Aviation Technology–
Basic Aviation Knowledge**

Certificate of Proficiency
10 Credits

The program will prepare an individual with no background in aviation for the FAA Private Pilot written exam.

Contact: John Robin Dinnis, ext. 4335 George Comollo, ext.4336
jdinnis@greenriver.edu gcomollo@greenriver.edu

Dept./No.	Course Title	Credits
First Quarter:		
Avia 111	Private Pilot Ground School	5
Avia 123	Aviation Weather	5

**Aviation Technology–
Intermediate Aviation Knowledge**

Certificate of Proficiency
15 Credits

The program will prepare an individual with only the private pilot background in aviation for the FAA Instrument Pilot written exam.

Contact: John Robin Dinnis, ext. 4335 George Comollo, ext.4336
jdinnis@greenriver.edu gcomollo@greenriver.edu

Dept./No.	Course Title	Credits
-----------	--------------	---------

Professional/Tech



First Quarter:

Avia 111	Private Pilot Ground School	5
Avia 123	Aviation Weather	5
Avia 216	Instrument Pilot Ground School	5

Aviation Technology– International Flight Planning

Certificate of Proficiency 25-30 Credits

The program will prepare an individual with only an Aircraft Dispatcher's License to be knowledgeable in international operations and ETOPS procedures.

Contact: John Robin Dinnis, ext. 4335 George Comollo, ext.4336
jdinnis@greenriver.edu gcomollo@greenriver.edu

Dept./No.	Course Title	Credits
First Quarter:		
Avia 111	Private Pilot Ground School (if necessary)	0-5
Avia 123	Aviation Weather	5
Avia 216	Instrument Pilot Ground School	5
Second Quarter:		
Avia 201	Air Traffic Control 1	5
Avia 208	Airline Dispatch	5
Avia 209	International Flight Planning & ETOPS	5

Business Education– Administrative Assistant

Associate in Applied Arts Degree 90 Credits

The major objective of the Administrative Assistant degree program is to provide students an opportunity to develop essential business skills in their area of interest as well as to offer a comprehensive general education. Placement in courses depends on the student's prior education and experience. Earning an Administrative Assistant degree will provide the student an educational background and skills to help secure employment as an office worker in an entry level position. Students in this program must complete all required Bus E classes with a grade of 2.0 or better. This program meets related instruction requirements for the Associate in Applied Arts degree. Students may enter this program at the beginning of any quarter.

Contact: Joyce Strain, ext. 4385
jstrain@greenriver.edu

Dept./No.	Course Title	Credits
Activity	Any courses under the AA degree Lifetime Fitness/Wellness/Activity area on page 49	1+
Bus E 100	Fundamentals of Microcomputers	5
* Bus E 101	Beginning Typing/Keyboarding	5
* Bus E 102	Intermediate Keyboarding	5
Bus E 103	Advanced Keyboarding	5

# Bus E 110	Business Math Applications	5
Bus E 112	Beginning Word for Windows	5
Bus E 117	Exploring PowerPoint	2
Bus E 120	Machine Transcription	5
# Bus E 130	Business Correspondence	5
Bus E 140	Records Management	5
Bus E 150	Introduction to Windows	5
Bus E 157	Introduction to Outlook	2
Bus E 177 and Coop 171	Business Education Work Experience and Work Experience Seminar	3-5
Bus E 200	Production Keyboarding	5
# Bus E 250	Office Administration	5
Bus E 266	Inside Microsoft Office	5
# Comm 100 or Comm 101 or Comm 110	Fundamentals of Oral Communication or Basic Speech Communication or Interpersonal Communication	5
Reading	Eligible for Read 104 (as determined by the appropriate COMPASS test score) or completion of Read 094	0-5

Elective Courses: In addition to the required courses, choose from the following to total 90 credits:

Art 109	Beginning Design	5
B A 101 or Bus 164	Business, Government & Society or Business Principles	5
Behsc 190	Stress Management	5
Bus 166	Human Resources & Work Readiness	5
Bus E 080	Keyboarding	2
Bus E 090 or B A 110 or B A 210	Office Accounting or Practical Financial Accounting 1 or Financial Accounting 1	5
Bus E 107 and/or Bus E 108	Typing Speed & Accuracy 1 and/or Typing Speed & Accuracy 2	4-8
◦ Bus E 115	Professional Image Building	1
Bus E 119 or Bus E 119.1-119.7	MOS Core & Expert Certification Preparation or Prep Tests: Microsoft Access, Excel, PowerPoint or Word	1-7
Bus E 151	WordPerfect	5
Bus E 161	Advanced WordPerfect	5
Bus E 162 or Bus E 163	Introduction to Excel for Windows or Advanced Excel for Windows	5
Bus E 175	Instructor Assistant	1-5
† Bus E 178-179	Business Education Work Experience	2-10
Bus E 184	Internet & Basic Web Design	5
Bus E 185	Introduction to Microsoft Access	4
Bus E 214	Introduction to Information Security	5
Bus E 216	Computer Support Internship 1	5
Bus E 255	Advanced Word for Windows	5
Engl 105	Grammar & Usage	5
Psych 100	General Psychology	5
Soc 110	Survey of Sociology	5

* Credit by advanced placement may be granted in typing/keyboarding after departmental review of prior training.

† Students may earn up to 10 credits through Co-op classes.

Satisfies related instruction requirements.

◦ Qualifies as AAA activity credit

Note: Students may choose the advanced computer applications course as an alternative to the introductory application course requirement such as Bus E 255 in place of Bus E 112.

Business Education–



Professional/Technical

Administrative Assistant

Certificate 60-65 Credits

The major objective of the Administrative Assistant certificate program is to provide students an opportunity to develop essential business skills. Earning an Administrative Assistant certificate will provide the student an educational background and skills to help secure employment as an office worker in an entry level position. These credits can be applied to any Business Education degree program. Students in this program must complete all required Bus E classes with a grade of 2.0 or better.

Contact: Joyce Strain, ext. 4385
jstrain@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 100	Fundamentals of Microcomputers	5
* Bus E 102	Intermediate Keyboarding	5
Bus E 103	Advanced Keyboarding	5
# Bus E 110	Business Math Applications	5
Bus E 112	Beginning Word for Windows	5
Bus E 120	Machine Transcription	5
# Bus E 130	Business Correspondence	5
Bus E 140	Records Management	5
Bus E 150	Introduction to Windows	5
# Bus E 250	Office Administration	5
Bus E 266	Inside Microsoft Office	5
# Comm 100 or Comm 101 or Comm 110	Fundamentals of Oral Communication or Basic Speech Communication or Interpersonal Communication	5
Reading	Eligible for Read 104 (as determined by the appropriate COMPASS test score) or completion of Read 094	0-5

To enhance the student's preparation for future employment, we recommend the following:

Art 109	Beginning Design	5
B A 101 or Bus 164	Business, Government & Society or Business Principles	5
Bus 166	Human Resources & Work Readiness	5
Bus E 080	Keyboarding	2
Bus E 090 or B A 110 or B A 210	Office Accounting or Practical Financial Accounting 1 or Financial Accounting 1	5
* Bus E 101	Beginning Typing/Keyboarding	5
Bus E 107 and/or Bus E 108	Typing Speed & Accuracy and/or Typing Speed & Accuracy 2	4-8
* Bus E 115	Professional Image Building	1
Bus E 117	Exploring PowerPoint	2
Bus E 151	WordPerfect	5
Bus E 157	Introduction to Outlook	2
Bus E 161	Advanced WordPerfect	5
Bus E 162 or Bus E 163	Introduction to Excel for Windows or Advanced Excel for Windows	5
† Bus E 177-179 and Coop 171	Business Education Work Experience and Work Experience Seminar	2-10
Bus E 184	Internet & Basic Web Design	5
Bus E 185	Introduction to Microsoft Access	4
Bus E 214	Introduction to Information Security	5
Bus E 255	Advanced Word for Windows	5
Engl 105	Grammar & Usage	5

* Credit by advanced placement may be granted in typing/keyboarding after departmental review of prior training.

† Students may earn up to 10 credits through Co-op classes.

Satisfies related instruction requirements.

o Qualifies as AAA activity credit

Note: Students may choose the advanced computer applications course as an alternative to the introductory application course requirement such as Bus E 255 in place of Bus E 112.

Business Education– Data Entry

Certificate of Proficiency 14 -15 Credits

These classes may be applied toward the two-year Associate in Applied Arts degree.

Contact: Joyce Strain, ext. 4385
jstrain@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 100	Fundamentals of Microcomputers	5
Bus E 101 or Bus E 107	Beginning Typing/Keyboarding or Typing Speed & Accuracy	4-5
Bus E 110	Business Math Applications	5

Business Education– File Clerk

Certificate of Proficiency 14 -15 Credits

These classes may be applied toward the two-year Associate in Applied Arts degree.

Contact: Joyce Strain, ext. 4385
jstrain@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 100	Fundamentals of Microcomputers	5
Bus E 101 or Bus E 107	Beginning Typing/Keyboarding or Typing Speed & Accuracy	4-5
Bus E 140	Records Management	5

Business Education–



Office Support 1

Certificate of Proficiency 14 -15 Credits

These classes may be applied toward the two-year Associate in Applied Arts degree.

Contact: Joyce Strain, ext. 4385
jstrain@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 102 or Bus E 107	Intermediate Keyboarding or Typing Speed & Accuracy	4-5
Bus E 112	Beginning Word for Windows	5
Bus E 130	Business Correspondence	5

Business Education– Office Support 2

Certificate of Proficiency 14 -15 Credits

These classes may be applied toward the two-year Associate in Applied Arts degree.

Contact: Joyce Strain, ext. 4385
jstrain@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 103 or Bus E 107	Advanced Typing/Keyboarding or Typing Speed & Accuracy	4-5
Bus E 250	Office Administration	5
Bus E 266	Inside Microsoft Office	5

Business Education– Computer Applications Specialist

Associate in Applied Arts Degree 90-95 Credits

The major objective of the Computer Applications Specialist degree program is to provide students an opportunity to develop essential business skills in their area of interest as well as to offer a comprehensive general education. Placement in courses depends on the student's prior education and experience. Earning a Computer Applications Specialist degree will provide the student an educational background and skills to help secure employment in a wide variety of office occupations. Students in this program must complete all required Bus E classes with a grade of 2.0 or better. Students may enter this program at the beginning of any quarter. This program meets the college's related instruction requirements for the Associate in Applied Arts degree.

Contact: Bud Shafer, ext 4320
bshafer@greenriver.edu

Dept./No.	Course Title	Credits
-----------	--------------	---------

Activity	Any courses under the AA degree	
	Lifetime Fitness/Wellness/Activity area on page 49	1+
Bus E 100	Fundamentals of Microcomputers	5
* Bus E 101	Beginning Typing/Keyboarding	5
* Bus E 102	Intermediate Keyboarding	5
# Bus E 110	Business Math Applications	5
Bus E 112	Beginning Word for Windows	5
# Bus E 130	Business Correspondence	5
Bus E 140	Records Management	5
Bus E 150	Introduction to Windows	5
Bus E 162	Introduction to Excel for Windows	5
Bus E 184	Internet & Basic Web Design	5
Bus E 185	Introduction to Microsoft Access	4
Bus E 214	Introduction to Information Security	5
Bus E 216	Computer Support Internship 1	5
Bus E 218	Basic Office PC Support	5
Bus E 219	Basic Networking Concepts	5
# Bus E 250	Office Administration	5
Bus E 266	Inside Microsoft Office	5
# Comm 100 or Comm 101 or Comm 110 or Comm 234	Fundamentals of Oral Communication or Basic Speech Communication or Interpersonal Communication or Small Group Leadership & Discussion	5
Reading	Eligible for Read 104 (as determined by the appropriate COMPASS test score) or completion of Read 094	0-5

To enhance the student's preparation for future employment, we recommend the following:

Art 109	Beginning Design	5
B A 101 or Bus 164	Business, Government & Society or Business Principles	5
Behsc 190	Stress Management	5
Bus 166	Human Resources & Work Readiness	5
Bus E 090 or B A 110 or B A 210	Office Accounting or Practical Financial Accounting 1 or Financial Accounting 1	5
Bus E 103	Advanced Keyboarding	5
Bus E 107 and/or Bus E 108	Typing Speed & Accuracy 1 and/or Typing Speed & Accuracy 2	4-8
o Bus E 115	Professional Image Building	1
Bus E 117	Exploring PowerPoint	2
Bus E 119 or Bus E 119.1-119.7	MOS Core & Expert Certification Preparation or Prep Tests: Microsoft Access, Excel, PowerPoint or Word	1-7
Bus E 157	Introduction to Outlook	2
Bus E 162 or Bus E 163	Introduction to Excel for Windows or Advanced Excel for Windows	5
Bus E 175	Instructor Assistant	1-5
† Bus E 177-179 and Coop 171	Business Education Work Experience and Work Experience Seminar	2-10
Bus E 217	Computer Support Internship 2	5
Bus E 255	Advanced Word for Windows	5
Psych 100	General Psychology	5
Soc 110	Survey of Sociology	5

* Credit by advanced placement may be granted in typing/keyboarding after departmental review of prior training.

† Students may earn up to 10 credits through Cooperative Education classes.

Satisfies related instruction requirements.

o Qualifies as AAA activity credit

Note: Students may choose the advanced computer applications course as an alternative to the introductory application course requirement such as Bus E 255 in place of Bus E 112.



Professional/Technical

Business Education– Computer Applications Specialist

Certificate
74-79 Credits

The major objective of the Computer Applications Specialist certificate program is to provide students an opportunity to develop essential business skills. Earning a Computer Applications Specialist certificate will provide the student an educational background and skills to help secure employment as an office worker in an entry-level position. These credits can be applied to any Business Education degree program. Students in this program must complete all required Bus E classes with a grade of 2.0 or better.

Contact: Bud Shafer, ext. 4320
bshafer@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 100	Fundamentals of Microcomputers	5
* Bus E 102	Intermediate Keyboarding	5
# Bus E 110	Business Math Applications	5
Bus E 112	Beginning Word for Windows	5
#* Bus E 130	Business Correspondence	5
Bus E 140	Records Management	5
Bus E 150	Introduction to Windows	5
Bus E 162	Introduction to Excel for Windows	5
Bus E 184	Internet & Basic Web Design	5
Bus E 185	Introduction to Microsoft Access	4
Bus E 216	Computer Support Internship 1	5
Bus E 218	Basic Office PC Support	5
# Bus E 250	Office Administration	5
Bus E 266	Inside Microsoft Office	5
# Comm 100 or	Fundamentals of Oral Communication or	
Comm 101 or	Basic Speech Communication or	
Comm 110 or	Interpersonal Communication or	
Comm 234	Small Group Leadership & Leadership	5
Reading	Eligible for Read 104 (as determined by the appropriate COMPASS test score) or completion of Read 094	0-5

To enhance the student's preparation for future employment, the following electives are recommended:

Art 109	Beginning Design	5
B A 101 or	Business, Government & Society or	
Bus 164	Business Principles	5
Bus 166	Human Resources & Work Readiness	5
Bus E 090 or	Office Accounting or	
BA 110 or	Practical Financial Accounting 1 or	
BA 210	Financial Accounting 1	5
Bus E 101	Beginning Typing/Keyboarding	5
Bus E 103	Advanced Keyboarding	5
Bus E 107 and/or	Typing Speed & Accuracy 1 and/or	
Bus E 108	Typing Speed & Accuracy 2	4-8
° Bus E 115	Professional Image Building	1
Bus E 117	Exploring PowerPoint	2
Bus E 119 or	MOS Core & Expert Certification	
Bus E 119.1-119.7	Prep Tests: Microsoft Access, Excel, PowerPoint, or Word	1-7
Bus E 157	Introduction to Outlook	2
Bus E 163	Advanced Excel for Windows	5
Bus E 175	Instructor Assistant	1-5
Bus E 177 and	Business Education Work Experience and	
Coop 171	Work Experience Seminar	1
Bus E 214	Introduction to Information in Security	5

Bus E 217	Computer Support Internship 2	5
Bus E 219	Basic Networking Concepts	5
Bus E 255	Advanced Word for Windows	5

* Credit by advanced placement may be granted in typing/keyboarding after departmental review of prior training.

Satisfies related instruction requirements.

° Qualifies as AAA activity credit

Note: Students may choose the advanced computer applications course as an alternative to the introductory application course requirement such as Bus E 255 in place of Bus E 112.

Business Education– Distance Education Preparation

Certificate of Proficiency
15 Credits

Contact: Bud Shafer, ext. 4320
bshafer@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 100	Fundamentals of Microcomputers	5
Bus E 118	Basics for Online Education	5
Bus E 184	Internet & Basic Web Design	5

Business Education– Legal Administrative Assistant

Associate in Applied Arts Degree
95-102 Credits

The major objective of the Legal Office Assistant degree program is to provide students an opportunity to develop essential business skills in their area of interest as well as to offer a comprehensive general education. Placement in courses depends on the student's prior education and experience. Earning a Legal Office Assistant degree will provide the student the educational background and skills to help secure employment. Students in this program must complete all required Bus E classes with a grade of 2.0 or better. This program meets the college's related instruction requirements for the Associate in Applied Arts degree. Students may enter this program at the beginning of any quarter.

Contact: Judy Nurdyke, ext. 4662
jnurdyke@greenriver.edu

Dept./No.	Course Title	Credit
Activity	Any courses under the AA degree Lifetime Fitness/Wellness/Activity area on page 49	1+
B A 200 or	Introduction to Law & Commerce or	
B A 205	Business Law	5
Bus E 100	Fundamentals of Microcomputers	5
* Bus E 101	Beginning Typing/Keyboarding	5
* Bus E 102	Intermediate Keyboarding	5
Bus E 103	Advanced Keyboarding	5
# Bus E 110	Business Math Applications	5



Bus E 112 or	Beginning Word for Windows or	
Bus E 151	WordPerfect	5
Bus E 117	Exploring PowerPoint	2
Bus E 121	Legal Machine Transcription 1	5
Bus E 129	Legal Machine Transcription 2	5
# Bus E 130	Business Correspondence	5
Bus E 140	Records Management	5
Bus E 150	Introduction to Windows	5
Bus E 157	Introduction to Outlook	2
Bus E 177 and	Business Education Work Experience and	
Coop 171	Work Experience Seminar	3-5
Bus E 201	Legal Production Keyboarding	5
Bus E 235	Legal Office Procedures	4
# Bus E 250	Office Administration	5
Bus E 266	Inside Microsoft Office	5
# Comm 100 or	Fundamentals of Oral Communication or	
Comm 101 or	Basic Speech Communication or	
Comm 110	Interpersonal Communication	5
Engl 109	Legal Terminology	3
Reading	Eligible for Read 104 (as determined by the appropriate COMPASS test score) or completion of Read 094	0-5
To enhance the student's preparation for future employment, we recommend the following:		
Art 109	Beginning Design	5
B A 101 or	Business, Government & Society or	
Bus 164	Business Principles	5
B A 200 or	Introduction to Law & Commerce or	
B A 205	Business Law	5
Behsc 190	Stress Management	5
Bus 166	Human Resources & Work Readiness	5
Bus E 090 or	Office Accounting or	
B A 110 or	Practical Financial Accounting 1 or	
B A 210	Financial Accounting 1	5
Bus E 107 and/or	Typing Speed & Accuracy 1 and/or	
Bus E 108	Typing Speed & Accuracy 2	4-8
° Bus E 115	Professional Image Building	1
Bus E 119 or	MOS Core & Expert Certification Preparation or	
Bus E 119.1-119.7	Prep Tests: Microsoft Access, Excel, PowerPoint or Word	1-7
Bus E 161	Advanced WordPerfect	5
Bus E 162 or	Introduction to Excel for Windows or	
Bus E 163	Advanced Excel for Windows	5
Bus E 175	Instructor Assistant	1-5
† Bus E 178-179	Business Education Work Experience	2-10
Bus E 184	Internet & Basic Web Design	5
Bus E 185	Introduction to Microsoft Access	4
Bus E 214	Introduction to Information Security	5
Bus E 219	Basic Networking Concepts	5
Bus E 255	Advanced Word for Windows	5
Engl 105	Grammar & Usage	5
Psych 100	General Psychology	5
Soc 110	Survey of Sociology	5

* Credit by advanced placement may be granted in typing/keyboarding after departmental review of prior training.

† Students may earn up to 10 credits through Co-op classes.

Satisfies related instruction requirements.

° Qualifies as AAA activity credit

Note: Students may choose the advanced computer applications course as an alternative to the introductory application course requirement such as Bus E 255 in place of Bus E 112.

Business Education– Paralitigator

Certificate of Proficiency 44 Credits

The Paralitigator Certificate of Proficiency program is offered to those students interested in acquiring the skills necessary to work as a legal support professional, with an emphasis on litigation support skills. This program is designed for students with prior business experience or those with prior legal support training or education. A minimum grade of 2.0 is required for all classes in this program. Students may enter this program at the beginning of any quarter.

Contact: Judy Nordyke, ext. 4662
jnordyke@greenriver.edu

Joyce Strain, ext. 4385
jstrain@greenriver.edu

Dept./No.	Course Title	Credits
Required Classes		
* Keyboarding	40 wpm (see below)	
B A 200	Introduction to Law	5
Bus E 130	Business Correspondence	5
Bus E 231	Legal Ethics	3
Bus E 232	Legal Research & Writing	5
Bus E 233	Civil Evidence	4
Bus E 235	Legal Office Procedures	4
Bus E 236	Fundamentals of Litigation 1	5
Bus E 237	Fundamentals of Litigation 2	5
Bus E 266	Inside Microsoft Office	5
Engl 109	Legal Terminology	3
* Keyboarding/typing skills may be demonstrated by passing a 5-minute typing test at 40 wpm with 5 or less errors using the proper typing techniques administered by the Business Education Department.		
To enhance the student's preparation for future employment, we recommend the following courses:		
Bus E 100	Fundamentals of Microcomputers	5
Bus E 102	Intermediate Keyboarding	5
Bus E 121	Legal Machine Transcription	5
Bus E 201	Legal Production Keyboarding	5
Comm 110	Interpersonal Communication	5
Engl 102	Practical College Writing	5
Engl 105	Grammar & Usage	5



Professional/Technical

**Business Education–
Medical Office Assistant**

**Associate in Applied Arts Degree
96-103 Credits**

The major objective of the Medical Office Assistant degree program is to provide students an opportunity to develop essential business skills in their area of interest as well as to offer a comprehensive general education. Placement in courses depends on the student's prior education and experience. Earning a Medical Office Assistant degree will provide the student the educational background and skills to help secure employment. Students in this program must complete all required Bus E classes with a grade of 2.0 or better. This program meets the college's related instruction requirements for the Associate in Applied Arts degree. Students may enter this program at the beginning of any quarter.

Contact: Judy Nordyke, ext 4662
jnordyke@greenriver.edu

Dept./No.	Course Title	Credits
Activity	Any courses under the AA degree Lifetime Fitness/Wellness/Activity area on page 49	1+
AP 100 or AP 103	Survey of Human Anatomy & Physiology or Essentials of Human Anatomy & Physiology 1	5
Bus E 100	Fundamentals of Microcomputers	5
* Bus E 101	Beginning Typing/Keyboarding	5
* Bus E 102	Intermediate Keyboarding	5
Bus E 103	Advanced Keyboarding	5
# Bus E 110	Business Math Applications	5
Bus E 112 or Bus E 151	Beginning Word for Windows or WordPerfect	5
Bus E 117	Exploring PowerPoint	2
Bus E 122	Medical Machine Transcription	5
# Bus E 130	Business Correspondence	5
Bus E 140	Records Management	5
Bus E 145	ICD Medical Coding	3
Bus E 150	Introduction to Windows	5
Bus E 157	Introduction to Outlook	2
Bus E 177 and Coop 171	Business Education Work Experience and Work Experience Seminar	3-5 1
Bus E 202	Medical Production Keyboarding	5
Bus E 245	Medical Office Procedures	4
# Bus E 250	Office Administration	5
Bus E 266	Inside Microsoft Office	5
# Comm 100 or Comm 101 or Comm 110	Fundamentals of Oral Communication or Basic Speech Communication or Interpersonal Communication	5
Engl 108	Medical Terminology	2
Reading	Eligible for Read 104 (as determined by the appropriate COMPASS test score) or completion of Read 094	0-5

To enhance the student's preparation for future employment, the following electives are recommended:

Art 109	Beginning Design	5
B A 101 or Bus 164	Business Government & Society or Business Principles	5
Behsc 190	Stress Management	5
Bus 166	Human Resources & Work Readiness	5
Bus E 090 or B A 110 or B A 210	Office Accounting or Practical Financial Accounting 1 or Financial Accounting 1	5

Bus E 107 and/or Bus E 108	Typing Speed & Accuracy 1 and/or Typing Speed & Accuracy 2	4-8
° Bus E 115	Professional Image Building	1
Bus E 119 or Bus E 119.1-119.7	MOS Core & Expert Certification Preparation or Prep Tests: Microsoft Access, Excel, PowerPoint or Word	1-7
Bus E 123	Advanced Medical Machine Transcription	5
Bus E 146	CPT Medical Coding	3
Bus E 151 or Bus E 112	Word Perfect or Beginning Word for Windows	5
Bus E 161	Advanced WordPerfect	5
Bus E 162 or Bus E 163	Introduction to Excel for Windows or Advanced Excel for Windows	5
Bus E 175	Instructor Assistant	1-5
† Bus E 178-179	Business Education Work Experience	2-10
Bus E 184	Internet & Basic Web Design	5
Bus E 185	Introduction to Microsoft Access	4
Bus E 214	Introduction to Information Security	5
Bus E 255	Advanced Word for Windows	5
Engl 105	Grammar & Usage	5
Psych 100	General Psychology	5
Soc 110	Survey of Sociology	5

* Credit by advanced placement may be granted in typing/keyboarding after departmental review of prior training.

† Students may earn up to 10 credits through Cooperative Education classes.

Satisfies related instruction requirements.

° Qualifies as AAA activity credit.

Note: Students may choose the advanced computer applications course as an alternative to the introductory application course such as Bus E 255 in place of Bus E 112.

**Business Education–
Medical Office Manager**

**Certificate of Proficiency
42 Credits**

The major objective of the Medical Office Manager certificate program is to provide students an opportunity to develop management skills for the medical office environment. This program is designed for students who have had previous business experience and will allow them to increase their ability to achieve the goal of medical office manager. Students in this program must complete all required classes with a grade of 2.0 or better, and some prerequisites may be needed to enter the required classes. Students may enter this program at the beginning of any quarter.

Contact: Judy Nordyke, ext. 4662 Joyce Strain, ext. 4385
jnordyke@greenriver.edu jstrain@greenriver.edu

Dept./No.	Course Title	Credits
B A 110	Practical Financial Accounting 1	5
Bus 166	Human Resources & Work Readiness	5
Bus E 130	Business Correspondence	5
Bus E 140	Records Management	5
Bus E 145	ICD Medical Coding	3
Bus E 245	Medical Office Procedures	4
Bus E 250	Office Administration	5
Bus E 266	Inside Microsoft Office	5
Comm 110	Interpersonal Communication	5



To enhance the student's preparation for future employment, the following electives are recommended:

AP 100	Survey of Human Anatomy & Physiology	5
Bus E 100	Fundamentals of Microcomputers	5
Bus E 112	Beginning Word for Windows	5
Bus E 117	Exploring PowerPoint	2
Bus E 122	Medical Machine Transcription	5
Bus E 146	CPT Medical Coding	3
Bus E 150	Introduction to Windows	5
Bus E 157	Introduction to Outlook	2
Bus E 162	Introduction to Excel for Windows	5
Bus E 202	Medical Production Keyboarding	5
Bus E 214	Introduction to Information Security	5
Bus E 255	Advanced Word for Windows	5
Engl 108	Medical Terminology	2

Business Education– Medical Coding

Certificate of Proficiency 18 Credits

The major objective of the Medical Coding certificate program is to provide students an opportunity to develop coding skills to better prepare students to become entry-level coders and billers. Students in this program must complete all required classes with a grade of 2.0 or better and some prerequisites may be needed to enter the required classes. Students may enter this program at the beginning of any quarter.

Contact: Judy Nordyke, ext. 4662
jnordyke@greenriver.edu

Dept./No.	Course Title	Credits
AP 100 or AP 103	Survey of Human Anatomy & Physiology or Essentials of Human Anatomy & Physiology	5
Engl 108	Medical Terminology	2
Bus E 122	Medical Machine Transcription	5
Bus E 145	ICD Medical Coding	3
Bus E 146	CPT Medical Coding	3

To enhance the student's preparation for future employment, the following electives are recommended:

Bus E 100	Fundamentals of Microcomputers	5
Bus E 090 or B A 110 or B A 210	Office Accounting or Practical Financial Accounting 1 or Financial Accounting 1	5
Bus E 102	Intermediate Keyboarding	5
Bus E 130 or Engl 105	Business Correspondence or Grammar & Usage	5
Bus E 123	Advanced Medical Transcription	5
Bus E 245	Medical Office Procedures	4

Business Education– Medical Transcriptionist

Certificate of Proficiency 43 Credits

The major objective of the Medical Transcriptionist certificate is to provide students an opportunity to develop essential medical transcription skills. After completing this program, students will be qualified to secure employment as a medical transcriptionist in an entry level position. Students in this program must complete all required classes with a grade of 2.0 or better. Many of these credits may be applied to other Business Education degree programs. Students may enter this program at the beginning of any quarter.

Contact: Judy Nordyke, ext 4662
jnordyke@greenriver.edu

Dept./No.	Course Title	Credits
* Keyboarding Skill demonstrated at 70 wpm during a 5-minute typing with 5 or less errors		
AP 100 or AP 103	Survey of Human Anatomy & Physiology or Essentials of Human Anatomy & Physiology 1	5
Bus E 100	Fundamentals of Microcomputers	5
Bus E 112	Beginning Word for Windows	5
Bus E 122	Medical Machine Transcription	5
Bus E 123	Advanced Medical Machine Transcription	5
Bus E 124	Medical Transcription Production	5
Bus E 126	Pharmacology Basics	2
Bus E 130 or Engl 105	Business Correspondence or Grammar & Usage	5
Bus E 245	Medical Office Procedures	4
Engl 108	Medical Terminology	2

To enhance the student's preparation for future employment, the following electives are recommended:

† Bus E 101	Beginning Typing/Keyboarding	5
† Bus E 102	Intermediate Keyboarding	5
* Bus E 107	Typing Speed & Accuracy 1	4
* Bus E 108	Typing Speed & Accuracy 2	4
Bus E 115	Professional Image Building	1
Bus E 117	Exploring PowerPoint	2
Bus E 130	Business Correspondence	5
Bus E 145	ICD Medical Coding	3
Bus E 146	CPT Medical Coding	5
Bus E 150	Introduction to Windows	3
Bus E 157	Introduction to Outlook	2
Bus E 177 and Coop 171	Business Education Work Experience and Work Experience Seminar	5
Bus E 214	Introduction to Information Security	5
Bus E 255	Advanced Word for Windows	5
Bus E 266	Inside Microsoft Office	5
Engl 105	Grammar & Usage	5

† Credit by advanced placement may be granted in typing/keyboarding after departmental review of prior training.

* Student unable to meet the minimum typing speed requirement for the certificate may take Bus E 107 and 108 to fulfill the typing test requirement.

Note: Students may choose the advanced computer applications course as an alternative to the introductory application course requirement such as Bus E 255 in place of Bus E 112; Bus E 266 in place of Bus E 100.

An internship opportunity is available to interested students who choose to take Bus E 177 and Coop 171. Thirty hours of work equals 1 credit.



Professional/Technical

Business Education– Medical Transcription Computer

Certificate of Proficiency 19 Credits

The major objective of the Medical Transcription Computer certificate is to provide medical transcription students an opportunity to enhance their computer skills. Students must complete all classes with grade of 2.0 or better.

Contact: Judy Nordyke, ext. 4662
jnordyke@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 117	Exploring PowerPoint	2
Bus E 150	Introduction to Windows	5
Bus E 157	Introduction to Outlook	2
Bus E 214	Introduction to Information Security	5
Bus E 255	Advanced Word	5

Business Management

Associate in Applied Arts Degree 91-107 Credits

This program permits the student maximum flexibility in designing his/her own personalized two-year program of study in business. The student may specialize in a specific area of business such as international, marketing and sales, or select courses which provide a general exposure to several different areas of business, which will include accounting and computer related skills.

Students who are considering a four-year transfer program will also benefit from this business program. Many of our course requirements are integrated with classes from the humanities, social sciences, and distribution areas that are imbedded in the Associate in Arts transfer degree program. It is recommended that students consult with a business advisor or an educational planner regarding the selection of classes that meet their needs.

All of our Business Management students in the Associate in Applied Arts program are required to complete an internship with a local business. The internship was established to provide students with an opportunity to gain industry experience as well as provide students an opportunity to establish a network of employment opportunities prior to graduation. Students will be provided assistance with obtaining their supervised work experience site through our Career Development Center and Cooperative Education department.

Contact: Bill Jackson, ext. 4373 Vic Rafanelli, ext. 4377
bjackson@greenriver.edu vrafanel@greenriver.edu

Dept./No.	Course Title	Credits
Reading	Eligible for Read 104 or completion of Read 094	0-5
* Keyboarding	30 wpm (test administered by Bus Ed Dept)	
# Math	Eligible for Math 072 or completion of Math 070 or above	0-5
B A 101 or Bus 164	Business, Government & Society or Business Principles	5

B A 110 or B A 210	Practical Financial Accounting 1 or Financial Accounting 1	5
B A 145	Business Computation	5
B A 200 or B A 205	Introduction to Law & Commerce or Business Law	5
Bus 103 or Bus 104 or	Business Leadership: Sales & Communication or Business Leadership: Group & Team Activities or	
Bus 105 or	Business Leadership: Start Your Own Business or	
Bus 107 or Bus 108 or Bus 109 or Bus 116	Business Leadership: Activity 1 or Business Leadership: Activity 2 or Business Leadership: Activity 3 or Professional Leadership Development	2-5
Bus 121	Introduction to Marketing	5
# Bus 166	Human Resources & Work Readiness	5
Bus 173	Basic Money Management	5
Bus 177-180	Supervised Work Experience (two quarters)	4-12
Bus 181	Introduction to International Business	5
Bus 258	Principles of Management	5
Bus E 100	Fundamentals of Microcomputers	5
# Bus E 130 or Engl 110	Business Correspondence or College Writing	5
Bus E 162	Introduction to Excel	5
Econ 100 or Econ 200	Economic Principles & Application or Macroeconomics	5
# Comm 101	Basic Speech Communication	5

Students must choose at least one option from the following:

A. Business Management

Bus 159	Professional Selling	5
Bus 182	International Logistics	5
Bus 212	Supply Chain Management	5

B. International Business

Bus 182	International Logistics	5
Bus 186	International Marketing	5
Human 133	People, Language, Culture	5

C. Marketing and Sales

Bus 159	Professional Selling	5
Bus 257	Advanced Marketing.com	5
Bus E 184	Internet & Basic Web Design	5

Satisfies related instruction requirements.

* Keyboarding/typing skills may be demonstrated by passing a 3-minute typing test at 30 wpm with 5 or less errors using the proper typing techniques administered by the Business Education department.

Business Management International Business

Certificate of Proficiency 21-32 Credits

This certificate focuses on the theory and practice of businesses involved in international trade. The program provides an overview of international trade theory, economic environments, issues that impact trade negotiations, and international leadership styles. Students will also be exposed to communication skills required for domestic and international negotiations. All courses are part of the requirements for completion of the Associate in Applied Arts degree in Business Management with emphasis in Business Management.

Contact: Bill Jackson, ext. 4373
bjackson@greenriver.edu



Dept./No.	Course Title	Credits
B A 101 or Bus 164	Business, Government & Society or Business Principles	5
Bus 103 or Bus 104 or	Business Leadership: Sales & Communication or Business Leadership: Group & Team Activities or	
Bus 105 or	Business Leadership: Start your Own Business or	
Bus 107 or Bus 108 or Bus 109 or	Business Leadership: Activity 1 or Business Leadership: Activity 2 or Business Leadership: Activity 3 or	
Bus 116	Professional Leadership Development	2-5
Bus 181	Introduction to International Business	5
Bus 159 or Comm 101	Professional Selling or Basic Speech Communication	5
Bus 177-180	Supervised Work Experience (two quarters)	4-12

Business Management– International Business- Specialist

Certificate of Proficiency
20 Credits

This program is designed for students who need a specialized concentration of basic strategies for exporting or importing products and/or services. The program provides students with logistics and transportation issues, international marketing concepts and requirements for distribution and sales, economic and political factors that impact trade relationships, and finance strategies. All courses are part of the requirements for completion of the Associate in Applied Arts degree in Business Management with emphasis in International Business.

Contact: Bill Jackson, ext. 4373
bjackson@greenriver.edu

Dept./No.	Course Title	Credits
Bus 181	Introduction to International Business	5
Bus 182	International Logistics	5
Bus 186	International Marketing	5
Econ 100 or Econ 200	Economic Principles & Applications or Macroeconomics	5

Business Management– Marketing and Sales

Certificate of Proficiency
20 Credits

Marketing involves students in a broad spectrum of business activities. Students that need specialized training in consumer and industrial buying patterns, personal and professional communication strategies, and development of a marketing promotional strategy will benefit from this program. Students also are exposed to business activities such as e-commerce, public relations, media, budgeting, and advertising. The Fundamentals of Marketing class can be articulated with the area high schools through Tech Prep. All courses are part of the requirements for completion of the Associate in Applied Arts degree in Business Management with emphasis in Marketing and Sales.

Contact: Bill Jackson, ext. 4373
bjackson@greenriver.edu

Dept./No.	Course Title	Credits
Bus 121	Introduction to Marketing	5
Bus 159	Professional Selling	5
Bus 257	Advanced Marketing.com	5
Bus E 184	Internet & Basic Web Design	5

Business Management– Supervisor

Certificate of Proficiency
16-27 Credits

The supervisor's certificate is for students who want to increase their skills and abilities in the area of supervising people in a business environment. This concentration of courses will provide students with specific skills and strategies that are essential to employee productivity. All courses are part of the requirements for completion of the Associate in Applied Arts degree in Business Management.

Contact: Bill Jackson, ext. 4373
bjackson@greenriver.edu

Dept./No.	Course Title	Credits
B A 101 or Bus 164	Business, Government & Society or Business Principles	5
Bus 103 or Bus 104 or	Business Leadership: Sales & Communication or Business Leadership: Group & Team Activities or	
Bus 105 or	Business Leadership: Start your Own Business or	
Bus 107 or Bus 108 or Bus 109 or	Business Leadership: Activity 1 or Business Leadership: Activity 2 or Business Leadership: Activity 3 or	
Bus 116	Professional Leadership Development	2-5
Bus 166	Human Resources & Work Readiness	5
Bus 177-180	Supervised Work Experience	4-12



Professional/Technical

Carpentry Technology– Residential and Light Commercial

Associate in Applied Science Degree
92-99 Credits

The Residential and Light Commercial Carpentry program is dedicated to prepare individuals with the skills and knowledge they need to become successfully employed in the field of construction. Primarily the focus is on training individuals to become employed in the field of carpentry, but in addition, students can also learn the basic skills and knowledge to manage a small construction company. Students can choose to earn a variety of certificates relating to the construction field, or can earn an Associate in Applied Science degree in Residential and Light Commercial Carpentry. After the completion of certificates or the degree, students can readily find employment as a carpenter helper for either general or specialty contractors. After a period of time, most students find themselves in careers such as: Lead Carpenters, General Contractors, Specialty Contractors, Supervisors, Vendor Representatives, Designers, Retail Sales Specialists, Building Inspectors, or in other construction related employment such as construction management positions.

Note: Students whose primary language is not English must have successfully completed ESL Level 3 prior to enrolling in the Carpentry Technology program.

Additional Note: Students are required to show proof of medical insurance for all Carpentry classes with the exception of Carp 144 and 148

Contact: Glen Martin, ext. 4208 Paul Mueller, ext. 2635
gmartin@greenriver.edu pmueller@greenriver.edu

Dept/No.	Course Title	Credits
* Carp 101.1	Residential & Light Commercial Carpentry	13
Carp 101.2	Carpentry Seminar 1	3
* Carp 102.1	Residential & Light Commercial Carpentry	13
Carp 102.2	Carpentry Seminar 2	3
* Carp 103.1	Residential & Light Commercial Carpentry	13
Carp 103.2	Carpentry Seminar 3	3
Carp 144	Residential Blueprint Reading	3
Carp 145	Stair Design & Construction	4
Carp 146	Basic Cabinet Construction	4
Carp 147	Residential Remodeling Practices	6
Carp 148	Material Estimating	4
Carp 149	Roof Cutting & Assembly	4
Carp 151	Understanding Building Codes	3
Indus 102.1 or	Welding Survey 1 or	
Weld 141	Basic Arc Weld & Frame	3

Related AAS Degree Requirements

# Human Relations	3-5 credits of Human Relations listed in the Related Instruction Requirements listed on page 72.	3-5
# Oral Communication	3-5 credits of Oral Communications listed in the Related Instruction Requirements listed on page 72.	3-5
# Written Communication	5 credits of Written Communications listed in the Related Instruction Requirements listed in page 71.	5
# Computation	COMPASS numerical score of 51-85 or completion Math 062	0-5
OSHA/WISHA	Student must have a valid Red Cross or Labor and Industry First Aid/CPR card upon exiting the program	

* One credit of Leadership embedded within this course

Satisfies related instruction requirements.

Most General Education courses have prerequisites. Please work with a Carpentry advisor for selecting which course will meet program requirements and scheduling constraints.

Carpentry Technology– Residential and Light Commercial

Certificate of Proficiency
42 Credits

Students in this certificate program learn carpentry skills and knowledge related to the entire spectrum of residential as well as parts of light commercial construction. Completion can lead to employment with either general or specialty contractors whose focus is on residential or light commercial building. Students will develop a wide range of skills and knowledge in the carpentry trade, ranging from foundations to interior trim.

Contact: Glen Martin, ext. 4208 Paul Mueller, ext. 2635
gmartin@greenriver.edu pmueller@greenriver.edu

Dept./No.	Course Title	Credits
Carp 101.1	Residential & Light Commercial Carpentry	13
Carp 101.2	Carpentry Seminar 1	3
Carp 102.1	Residential & Light Commercial Carpentry	13
Carp 103.1	Residential & Light Commercial Carpentry	13

Carpentry Technology– Basic Construction Management Skills

Certificate of Proficiency
18 Credits

Students in this certificate program learn the basic skills needed to either manage their own small construction business, or be employed in basic managerial positions for small construction firms. Students may also find employment in retail and wholesale construction suppliers.

This certificate does not qualify for federal financial aid or VA funding.

Contact: Glen Martin, ext. 4208 Paul Mueller, ext. 2635
gmartin@greenriver.edu pmueller@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 090 or	Office Accounting or	
B A 110	Practical Financial Accounting 1	5
Bus E 111	Personal Computing	3
Carp 144	Residential Blueprint Reading	3
Carp 148	Material Estimating	4
Carp 151	Understanding the Uniform Building Code	3



Carpentry Technology– Residential Concrete Forming and Placement

Certificate of Proficiency
16 Credits

Students in this certificate program learn the basic skills and knowledge required to find employment with specialty or general contractors whose focus is residential foundations or concrete flatwork (driveways, sidewalks, etc.). Primarily, the focus is on locating and forming residential foundations that are square, level, and plumb, and per specifications. In addition, students will learn portable power tool usage related to foundation work as well as how to calculate, order, and place concrete.

Contact: Glen Martin, ext. 4208
gmartin@greenriver.edu

Paul Mueller, ext. 2635
pmueller@greenriver.edu

Dept./No.	Course Title	Credits
* Carp 101.1	Residential & Light Commercial Carpentry	13
* Carp 101.2	Carpentry Seminar 1	3

* Must complete sections I and II in student manual.

Carpentry Technology– Residential Exterior Finish Level 1

Certificate of Proficiency
9 Credits

Students in this certificate program learn basic skills and knowledge required to find employment with specialty or general contractors whose focus is exterior finish. Students will develop skills in applying various types of roof covering and materials, various types of siding and related trim pieces, and basic deck construction. In addition, students will learn portable power tool usage designed specifically for exterior trim, as well as exterior material knowledge and specifications.

Contact: Glen Martin, ext. 4208
gmartin@greenriver.edu

Paul Mueller, ext. 2635
pmueller@greenriver.edu

Dept./No.	Course Title	Credits
* Carp 103.1	Residential & Light Commercial Carpentry	9

* Must complete sections I and II in student manual.

Carpentry Technology– Residential Light and Commercial Framing 1

Certificate of Proficiency
16 Credits

Students in this certificate program learn the basic skills and knowledge required to find employment with specialty or general contractors whose focus is residential and/or light commercial framing, i.e., floors, walls, truss roofs, light gauge metal, etc. Students will develop basic skills in blueprint reading, layout skills, assembly and erection of floors, walls and truss roof systems, WISHA/OSHA safety regulations, and code requirements relating to framing. In addition, students will learn portable power tool usage designed specifically to frame structures, framing material knowledge, and specifications.

Contact: Glen Martin, ext. 4208
gmartin@greenriver.edu

Paul Mueller, ext. 2635
pmueller@greenriver.edu

Dept./No.	Course Title	Credits
* Carp 102.1	Residential & Light Commercial Carpentry	13
* Carp 102.2	Carpentry Seminar 2	3

* Must complete sections I and II in student manual.

Carpentry Technology– Residential Light and Commercial Framing 2

Certificate of Proficiency
24 Credits

Students in this certificate program learn the additional skills and knowledge required for advancement with specialty or general contractors whose focus is residential and/or light commercial framing, i.e., floors, walls, truss roofs, light gauge metal, etc. Students will develop basic skills in areas specific to framing: straight run stairs and turn stairs, and basic circular stairs and knowledge of all the Uniform Building Code requirements that govern stairs; calculating, cutting, and assembly of "stick framed" roof systems (ceiling joist and common, hip, valley, and jack rafters).

Contact: Glen Martin, ext. 4208
gmartin@greenriver.edu

Paul Mueller, ext. 2635
pmueller@greenriver.edu

Dept./No.	Course Title	Credits
* Carp 102.1	Residential & Light Commercial Carpentry	13
* Carp 102.2	Carpentry Seminar 2	3
Carp 145	Stair Design & Construction	4
Carp 149	Rafter Cutting & Assembly	4

* Must complete sections I and II in student manual.



Professional/Technical

Carpentry Technology– Residential Interior Finish Level 1

Certificate of Proficiency
16 Credits

Students in this certificate program learn the basic skills and knowledge required to find employment with specialty or general contractors whose focus is interior finishing. Students will develop basic skills in drywall installation and finishing, installing interior doors, installing running and standing trim, installing various interior accessories, and basic cabinet installation. In addition, students will learn portable power tool usage designed specifically for interior trim, interior material knowledge, and specifications.

Contact: Glen Martin, ext. 4208
gmartin@greenriver.edu

Paul Mueller, ext. 2635
pmueller@greenriver.edu

Dept./No.	Course Title	Credits
* Carp 103.1	Residential & Light Commercial Carpentry	13
* Carp 103.2	Carpentry Seminar 3	3

* Must complete sections I and II in student manual.

Carpentry Technology– Residential Interior Finish Level 2

Certificate of Proficiency
26 Credits

Students in this certificate program learn the additional skills and knowledge that can lead to advancement when working for specialty or general contractors whose focus is interior finishing. Students will develop skills in cabinet construction, advanced cabinet installation techniques, countertop construction and installation (laminated and basic solid surface products), kitchen/bath design, and material estimating.

Contact: Glen Martin, ext. 4208
gmartin@greenriver.edu

Paul Mueller, ext. 2635
pmueller@greenriver.edu

Dept./No.	Course Title	Credits
* Carp 103.1	Residential & Light Commercial Carpentry	13
* Carp 103.2	Carpentry Seminar 3	3
Carp 146	Basic Cabinet Construction	4
Carp 147	Residential Remodeling Practices	6

* Must complete sections I and II in student manual.

Carpentry Technology– Intermediate Construction Management Skills

Certificate of Proficiency
36 Credits

Students in this certificate program learn further skills needed to manage their own construction company, or be employed to manage a mid-size construction company. Courses can be directly transferred to Central Washington University's Bachelor of Science degree in Construction Management.

This certificate does not qualify for federal financial aid or VA funding.

Contact: Glen Martin, ext. 4208
gmartin@greenriver.edu

Paul Mueller, ext. 2635
pmueller@greenriver.edu

Dept./No.	Course Title	Credits
B A 101	Business, Government & Society	5
Bus E 163	Advanced Excel for Windows	5
Bus E 255	Advanced Word for Windows	5
Carp 144	Residential Blueprint Reading	3
Carp 148	Material Estimating	4
D T 110	Introduction to AutoCAD	4
D T 125	Civil Drafting 1	5
D T 141	Architectural Drafting 1	5

Cashier/Checker Training

Certificate of Proficiency
22 Credits

Green River Community College offers a program to prepare checkers for immediate employment. A checker works in all aspects of retail business, including grocery checking, retail cashiering, shipping and receiving, and management.

Students may enter the Checker Training program at the beginning of any quarter. The program can be completed in one quarter (11 weeks). There are no requirements for admittance to this program. You do not need to have a GED or high school diploma.

The Checker Training program is not designed for transfer to a four-year school. Contact the Workforce Education Department at (253) 833-9111 ext. 5251 to determine your eligibility.

Contact: Center at Kent, ext. 5000
greenriver.edu/kentcenter

Dept./No.	Course Title	Credits
Bus 048	Checker Training	22



Computer Reporting Technologies Captioning Sequence A

Associate in Applied Arts Degree
132-193 Credits

Realtime captioning is done by specially trained court reporters called stenocaptioners. The stenocaptioner utilizes a steno machine to provide captions of live television programs and other forms of media for deaf and hard-of-hearing viewers through realtime technology that instantly produces readable English text. Broadcast captioners work for local stations and for national networks captioning news, emergency broadcasts, sporting events, and other programming.

Another facet of the captioning process is called Communication Access Realtime Translation (CART). This area allows stenocaptioners to provide more personalized services for deaf and hard-of-hearing people. Most deaf people lose their hearing postlingually—after acquiring reading and speaking skills—and many of them do not become as proficient with a sign language as they are at reading text. CART reporters may accompany deaf or hard-of-hearing clients as needed to classes, meetings, conferences, doctor appointments, church services, etc., to provide instant conversion of speech into text using the steno machine linked to a laptop computer.

Postproduction captioning is the process by which the script text is placed onto a video in order that a deaf or hard-of-hearing individual can view the tape and read the audio portion that would otherwise be missed. Postproduction captioning utilizes additional hardware for synchronizing the visible text to the timing of the audio and then recording or “burning” the text onto another videotape to create a captioned version of the original.

The Green River Computer Reporting Technologies program is approved by the National Court Reporters Association. All students entering the program must be high school graduates or have earned a GED certificate.

Upon completion of the required classes, students qualify for the Associate in Applied Arts degree in Captioning. They must have completed a minimum of 40 hours of internship encompassing both realtime and postproduction captioning.

In addition to the course work, there are recommended state and/or national examinations that a student should pass to become a captioner or CART provider.

Contact: Lori Rapozo, ext. 4219 Sidney Weldele-Wallace, ext. 4705
lrapozo@greenriver.edu sweldele@greenriver.edu

Dept./No.	Course Title	Credits
# B A 145 or Bus E 110 or Math 072	Business Computation or Business Math Applications or Eligible for Math 072	0-5
Bus E 107 or Bus E 108 or	Typing Speed & Accuracy 1 or Typing Speed & Accuracy 2 or	
* Typing test	60 wpm with fewer than 5 errors	0-8
Bus 116	Professional Leadership Development	5
# Comm 100 or Comm 101	Fundamentals of Oral Communication or Basic Speech Communication	5

Engl 090 or Spelling test	Spelling Improvement or Spelling pre-test score of 90% or above	0-3
Crpt 100.1	Machine Shorthand Theory 1	5
Crpt 100.2	Machine Shorthand Theory 2	5
Crpt 101.1	Machine Shorthand Theory 3	5
Crpt 101.2	Machine Shorthand - 60 wpm	5
Crpt 102	Machine Shorthand - 80 wpm	8-12
Crpt 133	Machine Shorthand - 100 wpm	8-12
Crpt 134	Machine Shorthand - 120 wpm	8-12
Crpt 135	Machine Shorthand - 140 wpm	8-12
Crpt 136	Machine Shorthand - 160 wpm	8-12
# Crpt 153	Court Reporting Procedures 1	5
Crpt 201	Machine Shorthand - 180 wpm	8-16
Crpt 202	Machine Shorthand - 200 wpm	8-16
Crpt 203	Machine Shorthand - 225 wpm	8-16
Crpt 250	Computer-Aided Transcription	3
Crpt 251	Introduction to Captioning/Alternative Career	3
Crpt 252 and Crpt 253 and Crpt 254 or Crpt 177-179 and Coop 171	Captioning Internship 1 and Captioning Internship 2 and Captioning Internship 3 or Cooperative Education and Work Experience Seminar	12-13
# Bus E 130 or Engl 102 or Engl 110	Business Correspondence or Practical College Writing or College Writing	5
Edec 220	Introduction to Sign Language 1	2
Engl 108	Medical Terminology	2
Engl 109	Legal Terminology	3
Journ 150	Introduction to Broadcasting	3

To enhance the student's preparation for future employment, the following are recommended:

B A 110	Practical Financial Accounting 1	5
B A 205	Business Law	5
Bus E 184	Internet & Basic Web Design	5
Bus E 266	Inside Microsoft Office	5
Bus 105	Business Leadership: Starting Your Own Business	3
Bus 167	Business Ethics & Social Responses	5
Edec 221	Sign Language 2	2
Lib 101	Searching Electronic Databases	2
Lib 102	Searching the Web	1

Additional Suggested Electives: Electives might not be eligible for financial aid or veteran's benefits. (See your financial aid advisor.)

Bus E 100	Fundamentals of Microcomputers	5
Bus E 100.1	Microcomputer Fundamentals: Internet	2
Bus E 100.2	Microcomputer Fundamentals: Word	2
Bus E 112	Beginning Word for Windows	5
Bus E 115	Professional Image Building	1
Bus E 255	Advanced Word for Windows	5
Engl 106	Vocabulary Mastery	5
Journ 255	Marketing the Broadcast Media	3
Phil 112	Ethics in the Workplace	5

Satisfies related instruction requirements.

* Keyboarding/typing skills may be demonstrated by passing a 5-minute typing test at 60 wpm with 5 or less errors using the proper typing techniques administered by the Business Education department.



Professional/Technical

**Computer Reporting Technologies
Captioning
Sequence B**

**Associate in Applied Arts Degree
104-147 Credits**

Contact: Lori Rapozo, ext. 4219 Sidney Weldele-Wallace, ext. 4705
lrapozo@greenriver.edu sweldele@greenriver.edu

Dept./No.	Course Title	Credits
# B A 145 or Bus E 110 or Math 072	Business Computation or Business Math Applications or Eligible for Math 072	0-5
Bus E 107 or Bus E 108 or	Typing Speed & Accuracy 1 or Typing Speed & Accuracy 2 or	
* Typing test Bus 116	60 wpm with fewer than 5 errors Professional Leadership Development	0-8 5
# Comm 100 or Comm 101	Fundamentals of Oral Communication or Basic Speech Communication	5
Engl 090 or Spelling test	Spelling Improvement or Spelling pre-test score of 90% or above	0-3
Crpt 090	Machine Shorthand Theory	3-4
Crpt 091	Machine Shorthand Advanced Theory	3-4
Crpt 092	Machine Shorthand - 40 wpm	3-4
Crpt 093	Machine Shorthand - 60 wpm	3-4
Crpt 094	Machine Shorthand - 80 wpm	3-4
Crpt 095	Machine Shorthand - 100 wpm	5-6
Crpt 096	Machine Shorthand - 120 wpm	5-6
Crpt 097	Machine Shorthand - 140 wpm	5-6
Crpt 098	Machine Shorthand - 160 wpm	5-6
Crpt 099	Machine Shorthand - 180 wpm	5-6
# Crpt 153	Court Reporting Procedures	5
Crpt 202	Machine Shorthand - 200 wpm	8-16
Crpt 203	Machine Shorthand - 225 wpm	8-16
Crpt 250	Computer-Aided Transcription	3
Crpt 251	Introduction to Captioning/Alternative Careers 3	

Crpt 252 and Crpt 253 and Crpt 254 or Crpt 177-179 and Coop 171	Captioning Internship 1 and Captioning Internship 2 and Captioning Internship 3 or Cooperative Education and Work Experience Seminar	12-13
# Bus E 130 or Engl 102 or Engl 110	Business Correspondence or Practical College Writing or College Writing	5
Edec 220	Introduction to Sign Language 1	3
Engl 108	Medical Terminology	2
Engl 109	Legal Terminology	3
Journ 150	Introduction to Broadcasting	3

To enhance the student's preparation for future employment, the following are recommended:

B A 110	Practical Financial Accounting 1	5
B A 205	Business Law	5
Bus 105	Business Leadership: Start Your Own Business	3
Bus 167	Business Ethics & Social Responses	5
Bus E 184	Internet & Basic Web Design	5
Bus E 266	Inside Microsoft Office	5
Edec 221	Sign Language 2	3
Lib 101	Searching Electronic Databases	2
Lib 102	Searching the Web	1

Additional Suggested Electives: Electives might not be eligible for financial aid or veteran's benefits. (See your financial aid advisor.)

Bus E 100	Fundamentals of Microcomputers	5
Bus E 100.1	Microcomputer Fundamentals: Internet	2
Bus E 100.2	Microcomputer Fundamentals: Word	2
Bus E 112	Beginning Word for Windows	5
Bus E 115	Professional Image Building	1
Bus E 255	Advanced Word for Windows	5
Engl 106	Vocabulary Mastery	5
Journ 255	Marketing the Broadcast Media	3
Phil 112	Ethics in the Workplace	5

Satisfies related instruction requirements.

* Keyboarding/typing skills may be demonstrated by passing a 5-minute typing test at 60 wpm with 5 or less errors using the proper typing techniques administered by the Business Education Department.



**Computer Reporting Technologies-
Court Reporting
Sequence A**

**Associate in Applied Science Degree
142-202 Credits**

Court Reporters record the verbatim proceedings of a courtroom, deposition, hearing, arbitration, or meeting and provide an accurate transcript of the proceedings. Students learn how to prepare the transcript with the use of a computer. Additionally, students are trained in realtime writing and captioning for the hard of hearing and nonhearing community. This skill affords new job opportunities.

Official court reporters record the proceedings in a court or hearing room. Freelance reporters may work in various offices or locations as the job necessitates and may be employed by a reporting firm.

The Green River Court Reporting program is accredited by the National Court Reporters Association. All students entering the Court Reporting program must be high school graduates or have earned a GED certificate.



Upon completion of the required classes, students qualify for the Associate in Applied Arts degree in Court Reporting. They must have completed 60 hours of internship of which 50 hours is actual writing time during internship training; passed three 5-minute tests with 96% accuracy or above on literary at 180 wpm and jury charge at 200 wpm; and passed four 5-minute tests on Q&A (two-voice) at 225 wpm, two with 95% accuracy and two with 96% accuracy or above.

In addition to the course work, there are state and/or national examinations that a student should pass to become a court reporter. Reporters must pass the Washington State Licensing examination in order to be certified to work in the state of Washington.

Contact: Lori Rapozo, ext. 4219 Sidney Weldele-Wallace, ext. 4705
 lrapozo@greenriver.edu sweldele@greenriver.edu

Dept./No.	Course Title	Credits
AP 100	Survey of Human Anatomy-Physiology	5
# B A 145 or	Business Computation or	
Bus E 110 or	Business Math Applications or	
Math	Eligible for Math 072	0-5
B A 205	Business Law	5
Bus E 107 or	Typing Speed & Accuracy 1 or	
Bus E 108 or	Typing Speed & Accuracy 2 or	
* Typing test	60 wpm with fewer than 5 errors	0-8
# Comm 100 or	Fundamentals of Oral Communication or	
Comm 101	Basic Speech Communication	5
Engl 090 or	Spelling Improvement or	
Spelling test	Spelling pre-test score of 90% or above	0-3
Crpt 100.1	Machine Shorthand Theory 1	5
Crpt 100.2	Machine Shorthand Theory 2	5
Crpt 101.1	Machine Shorthand Theory 3	5
Crpt 101.2	Machine Shorthand - 60 wpm	5
Crpt 102	Machine Shorthand - 80 wpm	12
Crpt 133	Machine Shorthand - 100 wpm	8-12
Crpt 134	Machine Shorthand - 120 wpm	8-12
Crpt 135	Machine Shorthand - 140 wpm	8-12
Crpt 136	Machine Shorthand - 160 wpm	8-12
# Crpt 153	Court Reporting Procedures 1	5
# Crpt 154	Court Reporting Procedures 2	5
Crpt 177-179 and	Cooperative Education and	2-6
Coop 171	Work Experience Seminar	1
Crpt 201	Machine Shorthand - 180 wpm	8-16
Crpt 202	Machine Shorthand - 200 wpm	8-16
Crpt 203	Machine Shorthand - 225 wpm	8-16
Crpt 250	Computer-Aided Transcription	3
Crpt 251	Introduction to Captioning/Alternative Careers	3
# Bus E 130 or	Business Correspondence or	
Engl 102 or	Practical College Writing or	
Engl 110	College Writing	5
Engl 105	Grammar & Usage	5
Engl 106	Vocabulary Mastery	5
Engl 108	Medical Terminology	2
Engl 109	Legal Terminology	3

To enhance the student's preparation for future employment, the following are recommended:

B A 110	Practical Financial Accounting 1	5
Bus E 184	Internet & Basic Web Design	5
Bus E 266	Inside Microsoft Office	5
Crpt 252	Captioning Internship 1	4

Additional Suggested Electives: Electives might not be eligible for financial aid or veteran's benefits. (See your financial aid advisor.)

Bus E 100	Fundamentals of Microcomputers	5
Bus E 110	Business Math Applications	5
Bus E 112	Beginning Word for Windows	5

Bus E 115	Professional Image Building	1
Bus E 120	Machine Transcription	5
Bus E 121	Legal Machine Transcription	5
Bus E 122	Medical Machine Transcription	5
Bus E 140	Records Management	5
Bus E 150	Introduction to Windows	5
Bus E 162	Introduction to Excel for Windows	5
Bus E 185	Introduction to Microsoft Access	4
Bus E 255	Advanced Word for Windows	5
CRJ 100	Introduction to Criminal Justice	5
CRJ 255	Forensics: An Introduction to Criminalistics	5

Satisfies related instruction requirement.

* Keyboarding/typing skills may be demonstrated by passing a 5-minute typing test at 60 wpm with 5 or less errors using the proper typing techniques administered by the Business Education Department.

Computer Reporting Technologies— Court Reporting Sequence B

Associate in Applied Science Degree
110-156 Credits

Contact: Lori Rapozo, ext. 4219 Sidney Weldele-Wallace, ext. 4705
 lrapozo@greenriver.edu sweldele@greenriver.edu

Dept./No.	Course Title	Credits
AP 100	Survey of Human Anatomy-Physiology	5
# B A 145 or	Business Computation or	
Bus E 110 or	Business Math Applications or	
Math	Eligible for Math 072	0-5
B A 205	Business Law	5
Bus E 107 or	Typing Speed & Accuracy 1 or	
Bus E 108 or	Typing Speed & Accuracy 2 or	
* Typing test	60 wpm with fewer than 5 errors	0-8
# Comm 100 or	Fundamentals of Oral Communication or	
Comm 101	Basic Speech Communication	5
Crpt 090	Machine Shorthand Theory	3-4
Crpt 091	Machine Shorthand Advanced Theory	3-4
Crpt 092	Machine Shorthand - 40 wpm	3-4
Crpt 093	Machine Shorthand - 60 wpm	3-4
Crpt 094	Machine Shorthand - 80 wpm	3-4
Crpt 095	Machine Shorthand - 100 wpm	5-6
Crpt 096	Machine Shorthand - 120 wpm	5-6
Crpt 097	Machine Shorthand - 140 wpm	5-6
Crpt 098	Machine Shorthand - 160 wpm	5-6
Crpt 099	Machine Shorthand - 180 wpm	5-6
# Crpt 153	Court Reporting Procedures 1	5
# Crpt 154	Court Reporting Procedures 2	5
Crpt 177-179 and	Cooperative Education and	2-6
Coop 171	Work Experience Seminar	1
Crpt 202	Machine Shorthand - 200 wpm	8-16
Crpt 203	Machine Shorthand - 225 wpm	8-16
Crpt 250	Computer-Aided Transcription	3
Crpt 251	Introduction to Captioning/Alternative Careers	3
Engl 090 or	Spelling Improvement or	
Spelling test	spelling pre-test score of 90% or above	0-3
# Engl 102 or	Practical College Writing or	
Bus E 130 or	Business Correspondence or	
Engl 110	College Writing	5



Professional/Technical

Engl 105	Grammar & Usage	5
Engl 106	Vocabulary Mastery	5
Engl 108	Medical Terminology	2
Engl 109	Legal Terminology	3

To enhance the student's preparation for future employment, the following are recommended:

B A 110	Practical Financial Accounting 1	5
Bus E 184	Internet & Basic Web Design	5
Bus E 266	Inside Microsoft Office	5
Crpt 252	Captioning Internship 1	4

Suggested Electives: Electives might not be eligible for financial aid or veteran's benefits. (See your financial aid advisor.)

Bus E 100	Fundamentals Microcomputers	5
Bus E 110	Business Math Applications	5
Bus E 112	Beginning Word for Windows	5
Bus E 115	Professional Image Building	1
Bus E 120	Machine Transcription	5
Bus E 121	Legal Machine Transcription	5
Bus E 122	Medical Machine Transcription	5
Bus E 140	Records Management	5
Bus E 150	Introduction to Windows	5
Bus E 162	Introduction to Excel for Windows	5
Bus E 185	Introduction to Microsoft Access	4
Bus E 255	Advanced Word for Windows	5
CRJ 100	Introduction to Criminal Justice	5
CRJ 255	Forensics: An Introduction to Criminalistics	5

Satisfies related instruction requirement.

* Keyboarding/typing skills may be demonstrated by passing a 5-minute typing test at 60 wpm with 5 or less errors using the proper typing techniques administered by the Business Education Department.

Computer Reporting Technologies-- Medical Stenoscryptionist

**Certificate of Proficiency
43 Credits**

Contact: Lori Rapozo, ext. 4219 Sidney Weldele-Wallace, ext. 4705
lrapozo@greenriver.edu sweldele@greenriver.edu

Dept./No.	Course Title	Credits
AP 100 or	Survey of Human Anatomy & Physiology or	
AP 103	Essentials of Human Anatomy & Physiology 1	5
Bus E 122	Medical Machine Transcription	5
Bus E 123	Advanced Medical Machine Transcription	5
Bus E 124 or	Medical Transcription Production or	
Crpt 177 and	Cooperative Education and	
Coop 171	Work Experience Seminar	2-5
Bus E 130 or	Business Correspondence or	
Engl 110	College Writing	5
Crpt 136 or	Machine Shorthand - 160 wpm or	
Crpt 098	Machine Shorthand - 160 wpm	5-12
Crpt 251	Introduction to Captioning/Alternative Careers	3
Engl 108	Medical Terminology	2

Suggested Electives: Students must choose from the following courses to total 43 credits:

B A 110	Practical Financial Accounting 1	5
Bus E 110	Business Math Applications	5
Bus E 112	Beginning Word for Windows	5
Bus E 140	Records Management	5
Bus E 145	ICD Medical Coding	2
Bus E 184	Internet & Basic Web Design	5
Bus E 255	Advanced Word for Windows	5
Bus E 266	Inside Microsoft Office	5
Engl 105	Grammar & Usage	5

Computer Reporting Technologies-- Soptist / Text Editor

**Certificate of Proficiency
43 Credits**

Contact: Lori Rapozo, ext. 4219 Sidney Weldele-Wallace, ext. 4705
lrapozo@greenriver.edu sweldele@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 130 or	Business Correspondence or	
Engl 110	College Writing	5
Crpt 100.1 and	Machine Shorthand Theory 1 and	
Crpt 100.2 or	Machine Shorthand Theory 2 or	
Crpt 090	Machine Shorthand Theory	3-10
Crpt 101.1 and	Machine Shorthand Theory 3 and	
Crpt 101.2 or	Machine Shorthand - 60 wpm or	
Crpt 091	Machine Shorthand Advanced Theory	3-10
Crpt 153	Court Reporting Procedures 1	5
Crpt 250	Computer Aided Transcription	4
Engl 105	Grammar Usage	5
Engl 108	Medical Terminology	2
Engl 109	Legal Terminology	3

Suggested Electives: Students must choose from the following courses to total 43 credits:

B A 110	Practical Financial Accounting 1	5
Bus E 110	Business Math Applications	5
Bus E 112	Beginning Word for Windows	5
Bus E 140	Records Management	5
Bus E 145	ICD Medical Coding	2
Bus E 184	Internet & Basic Web Design	5
Bus E 255	Advanced Word for Windows	5
Bus E 266	Inside Microsoft Office	5
Crpt 177 and	Cooperative Education and	1-2
Coop 171	Work Experience Seminar	1



Computer Reporting Technologies– Text Entry

Certificate of Proficiency
42 Credits

Contact: Lori Rapozo, ext. 4219 Sidney Weldele-Wallace, ext. 4705
lrapozo@greenriver.edu sweldele@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 130 or Engl 110	Business Correspondence or College Writing	5
Crpt 136 or Crpt 098	Machine Shorthand 160 wpm or Machine Shorthand 160 wpm	5-12
Crpt 250	Computer Aided Transcription	3
Crpt 251	Introduction to Captioning/Alternative Careers	3
Crpt 177 and Coop 171	Cooperative Education and Work Experience Seminar	1-2
Engl 106	Vocabulary Mastery	5
Engl 109	Legal Terminology	3

Suggested Electives: Students must choose from the following courses to total 42 credits:

B A 110	Practical Financial Accounting 1	5
Bus E 110	Business Math Applications	5
Bus E 112	Beginning Word for Windows	5
Bus E 140	Records Management	5
Bus E 145	ICD Medical Coding	3
Bus E 150	Introduction to Windows	5
Bus E 184	Internet & Basic Web Design	5
Bus E 255	Advanced Word for Windows	5
Bus E 266	Inside Microsoft Office	5
Engl 105	Grammar & Usage	5
Engl 108	Medical Terminology	2

Computer Systems Administration– Database Design and Administration

Associate in Applied Science Degree
118 Credits

Contact: Gus Gomez, ext. 4309
ggomez@greenriver.edu

Dept./No.	Course Title	Credits
Core Requirements:		
Bus E 266	Inside Microsoft Office	5
CIT 101	Introduction to Computer Information Technology	5
CIT 102	Program Design	5
CIT 110	Operating Systems Basics	5
CIT 120	Internet Technologies	5
CIT 201	Fundamental Database Design	5
CIT 202	Introduction to HTML	5
CIT 242	Basic Hardware	5
CIT 270	Microsoft Windows (Current Version) Server Implementation	5
CIT 290	Systems Analysis & Design	5
CIT 292	Data Analysis & Design Database Requirements	5
CIT 180	Database Development Work Experience	3
CIT 221	Advanced Visual Basic	5
CIT 235	Database Management	5
CIT 260	Building XML Web & Database Applications	5
CIT 265	Structured Query Language (SQL)	5
CIT 268	MS Network & Operating Systems Essentials	5
CIT 272	System Administration for Microsoft SQL Server Database (Current Version)	5
CIT 276	Advanced Database Applications with VBA	5
CIT 281	Microsoft SQL Server Database Design & Implementation (Current Version)	5

Related Instructions Requirements:

# Bus 166	Human Relations & Work Readiness	5
# Math 102 or Math 156	Pre-Calculus or Finite Math	5
# Engl 110	College Writing	5
# Comm 101 or Comm 110	Basic Speech Communication or Interpersonal Communication	5

Satisfies related instruction requirements.

Note: Some of the courses have prerequisites; see course descriptions for additional information.



Professional/Technical

**Computer Systems Administration–
Network Technology**

**Associate in Applied Science Degree
116 Credits**

Contact: Gus Gomez, ext. 4309
ggomez@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 266	Inside Microsoft Office	5
CIT 101	Introduction to Computer Information Technology	5
CIT 102	Program Design	5
CIT 110	Operating Systems Basics	5
CIT 120	Internet Technologies	5
CIT 177	Network Development Work Experience	3
CIT 178	Help Desk Work Experience	3
CIT 201	Fundamentals Database Design	5
CIT 222	User Support	5
CIT 235	Database Management	5
CIT 242	Basic Hardware	5
CIT 268	Microsoft Network & Operating System Essentials	5
CIT 269	Microsoft Windows (Current Version) Professional Implementation	5
CIT 270	Microsoft Windows (Current Version) Server Implementation	5
CIT 271	Implement & Manage Microsoft Exchange (Current Version)	5
CIT 273	Manage Microsoft Windows (Current Version) Network Environment	5
CIT 274	Implement & Administer Microsoft (Current Version) Directory Services	5
CIT 275	Design Microsoft (Current Version) Directory Services Infrastructure	5
CIT 280	Design a Secure Microsoft Windows (Current Version) Network	5
CIT 281	MS SQL Server Database Design & Implementation	5

Related Instruction Requirements:

# Bus 166	Human Resources & Work Readiness	5
# Engl 110	College Writing	5
# Math 102 or	Pre-Calculus 1 or	
Math 156	Finite Math for Business & Social Science	5
# Comm 101 or	Basic Speech Communication or	
Comm 110 or	Interpersonal Communication or	
Comm 234	Small Group Leadership & Discussion	5

Satisfies related instruction requirements.

**Computer Systems Administration–
Programming**

**Associate in Applied Science Degree
96 Credits**

This Associate in Applied Science degree program is accepted within the articulation agreement and meets the prerequisites for entrance to the University of Washington-Computing and Software Systems degree program.

Students completing this program will also possess a unique combination of skill, knowledge, and cooperative education work experience that will make them well prepared for entry-level positions in the public or private sectors. Students acquire the necessary computer programming skills for positions concerned with the utilization of the computer in the analysis and solution of scientific, engineering, business and other technical problems.

Contact: Marc Gottshall, ext. 4229
mgottsha@greenriver.edu

Dept./No.	Course Title	Credits
# Bus 166	Human Relations & Work Readiness	5
Bus E 266	Inside Microsoft Office	5
C Sci 142	C Programming	5
C Sci 144	Java 1	5
C Sci 145	Java 2	5
CIT 101	Introduction to Computer Information Technology	5
CIT 102	Program Design	5
CIT 110	Operating Systems Basics	5
CIT 120	Internet Technologies	5
CIT 178	Help Desk Work Experience	3
CIT 194 or	Special Topics or	
CIT 177	Network Development Work Experience	3
CIT 222	User Support	5
CIT 235	Database Management	5
CIT 242	Basic Hardware	5
# Engl 110 or	College Writing or	
Engl 102	Practical College Writing	5
# Math 102 or	Pre-Calculus 1 or	
Math 104 or	Pre-Calculus 2 or	
Math 124	Calculus & Analytic Geometry I	5
Phys 201 or	Physics for Science & Engineering or	
Phys 110	Introduction to College Physics	5
# Comm 101	Basic Speech Communication	5
Select 10 credits from the following:		
CIT 201 and	Fundamental Database Design and	
CIT 265	Structured Query Language (SQL)	10
CIT 221 and	Advanced Visual Basic and	
C Sci 143	C++ Programming for Engineers	10

Satisfies related instruction requirements.



Computer Systems Administration– Advanced Network

Certificate of Proficiency
15 Credits

Students will learn about the computer resources and software used to run Microsoft Windows (Current Version) network and Internet environments, and help figure out what configurations of hardware and/or software are best suited for various networking environments. The students will also be exposed to some advanced levels of server environments such as applying and managing Microsoft Exchange (Current Version), and Microsoft SQL Server (Current Version). This certificate program provides the student with the information necessary to make effective hardware/software/ configuration choices, including coverage of system components, upgrades, and new systems.

The student will develop basic skills in:

- Identifying the various hardware and software components of a network computer system.
- Describing the functions of internal and external network devices that are commonly connected to networks.
- Performing troubleshooting, backup, and recovery tasks.
- Upgrading and maintaining computer systems including hardware and software components.
- Installing and upgrading of operating systems and application software.
- Determining the overall characteristics, design, and capabilities of networks and network equipment.
- Providing leadership, team building, and customer satisfaction by demonstrating excellent communication and urgency in problem resolution.
- Using the most popular software applications to produce professional looking documents, business applications using spreadsheets, database management application, powerful business presentations and methods to organize and manage time more effectively using a desktop management information system.
- Applying and managing advanced server environments such as Microsoft Exchange (Current Version) and Microsoft SQL Server (Current Version).

To be eligible for this certificate, students must complete the Fundamental Network certificate. The classes in this certificate program can be applied to the Computer Systems Administration Network Technology Associate in Applied Science degree program. Students in this degree program must complete all required CIT courses with a 2.0 grade point average or above. Upon completion of the Advanced Network certificate, students will be eligible to take the MCSA certification examinations.

Contact: Gus Gomez, ext. 4309 Marc Gottshall, ext. 4229
ggomez@greenriver.edu mgottsha@greenriver.edu

Dept./No.	Course Title	Credits
CIT 271	Implement & Manage Microsoft Exchange (Current Version)	5
CIT 273	Manage Microsoft Windows (Current Version) Network Environment	5
CIT 281	MS SQL Server Database Design and Implementation	5

Computer Systems Administration– Fundamental Network

Certificate of Proficiency
18 Credits

Students will learn about the computer resources and software used to run Microsoft Windows (Current Version) network and Internet environments, and help figure out what configurations of hardware and/or software are best suited for various networking environments. This certificate program provides the student with the information necessary to make effective hardware/software/ configuration choices, including coverage of system components, upgrades, and new systems.

The student will develop basic skills in:

- Identifying the various hardware and software components of a network computer system.
- Describing the functions of internal and external network devices that are commonly connected to networks.
- Performing troubleshooting, backup, and recovery tasks.
- Upgrading and maintaining computer systems including hardware and software components.
- Installing and upgrading of operating systems and application software.
- Determining the overall characteristics, design, and capabilities of networks and network equipment.
- Providing leadership, team building, and customer satisfaction by demonstrating excellent communication and urgency in problem resolution.
- Using the most popular software applications to produce professional looking documents, business applications using spreadsheets, database management application, powerful business presentations and methods to organize and manage time more effectively using a desktop management information system.

To be eligible for this certificate, students must complete the IT Basics certificate and the Help Desk certificate, or their equivalents. The classes in this certificate can be applied to the CSA-Network Technology Associate in Applied Science degree program. Students in this degree program must complete all required CIT courses with a 2.0 grade point average or above. Upon completion of the Fundamental Network certificate, students will be eligible to take the Microsoft Windows (Current Version) Professional and Windows (Current Version) Server MCP exams.

Contact: Gus Gomez, ext. 4309 Marc Gottshall, ext. 4229
ggomez@greenriver.edu mgottsha@greenriver.edu

Dept./No.	Course Title	Credits
CIT 177	Network Development Work Experience	3
CIT 268	Microsoft Windows Network & Operating System Essentials	5
CIT 269	Microsoft Windows (Current Version) Professional Implementation	5
CIT 270	Microsoft Windows (Current Version) Server Implementation	5



Professional/Technical

Computer Systems Administration– Help Desk

Certificate of Proficiency
23 Credits

Students will learn about the computer hardware needed to run today's personal computer operating systems and Internet software, and help determine what configuration of hardware is best for the user. This certificate program provides the information necessary to make effective hardware choices, including coverage of system components, upgrades, and new systems. This certificate also introduces the basic concepts of computer programming and applications software (MS Office) running under a Windows environment.

The student will develop basic skills in:

- Identifying the various hardware components of a personal computer.
- Describing the functions of internal and peripheral devices that are connected to the computer.
- Performing troubleshooting, backup, and recovery tasks.
- Upgrading and maintaining computer systems including hardware and software components.
- Installing and upgrading of operating systems and application software.
- Determining the overall characteristics, design, and capabilities of networks and network equipment.
- Providing leadership, teambuilding, and customer satisfaction by demonstrating excellent communication and urgency in problem resolution.
- Problem solving, programming logic, and design techniques of an event-driven programming language (Visual Basic).
- Dealing with a visual interface while acquiring important programming skills such as creating projects with loops, decisions, and data management.
- Using the most popular software application using spreadsheets, database management application, powerful business presentations and methods to organize and manage time more effectively using a desktop management information system.

To be eligible for this certificate, students must complete the IT Basics certificate. The classes in this certificate can be applied to the Computer Systems Administration Associate in Applied Science degree program. Students in this degree program must complete all required CIT courses with a 2.0 grade point average or above. Upon completion of the Help Desk certificate, students will be eligible to take the A+ certification examination.

Contact: Gus Gomez, ext. 4309 Marc Gottshall, ext. 4229
ggomez@greenriver.edu mgottsha@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 266	Inside Microsoft Office	5
CIT 102	Program Design	5
CIT 178	Help Desk Work Experience	3
CIT 222	User Support	5
CIT 242	Basic Hardware	5

Computer Systems Administration– IT Basics

Certificate of Proficiency
23 Credits

People who are fluent with information technology (FIT persons) are able to express themselves creatively, to reformulate knowledge, and to synthesize new information. Fluency with Information Technology (FITness) entails a process of lifelong learning in which individuals continually apply what they know to adapt to change and acquire more knowledge to be more effective at applying information technology to their work and personal lives.

The IT Basics certificate is designed to prepare students for entry-level employment. The student will be able to establish a sense of interaction, personal involvement and competency by using interpersonal skills effectively in interactions with others.

The student will develop basic skills in three areas:

- **Contemporary skills:** The ability to use today's computer operating systems and applications software and therefore apply information technology immediately. In the present labor market, these skills are an essential component of job readiness and most importantly, provide a stored practical experience on which to build new competence.
- **Foundational concepts:** The basic principles and ideas of computers, networks, the Internet, and information, underpin the technology. Concepts explain the how and why of information technology and they give insight into its opportunities and limitations. Concepts are the raw material for understanding new information technology as it evolves.
- **Intellectual capabilities:** The ability to apply information technology in complex and sustained situations, and encapsulate higher-level thinking in the context of information technology. The intellectual capabilities foster more abstract thinking about information and its manipulation.

The classes in this certificate program can be applied to the Computer Systems Administration Associate in Applied Science degree program. Students in this program must complete all required CIT courses with a 2.0 grade point average or more.

Contact: Gus Gomez, ext. 4309 Marc Gottshall, ext. 4229
ggomez@greenriver.edu mgottsha@greenriver.edu

Dept./No.	Course Title	Credits
Bus 166	Human Relations & Work Readiness	5
CIT 101	Introduction to Computer Information Technology	5
CIT 110	Operating Systems Basics	5
CIT 120	Internet Technologies	5
CIT 178	Help Desk Work Experience	3



Criminal Justice

Associate in Applied Science Degree 112-113 Credits

Criminal Justice is a broad discipline, encompassing the scientific study of crime, criminals, the criminal justice system, treatment of offenders, and theories of crime causation. The program is interdisciplinary in nature, drawing from such fields as psychology, political science, sociology, economics, biology and law. Students are encouraged to participate in the Criminal Justice Advisory Committee. Those interested in transferring to a four-year institution should consider this degree because it also satisfies the requirements of the Associate of Arts degree. Students should contact a criminal justice advisor in order to create a customized program of study.

Many of our students continue their academic careers; others seek employment with a variety of criminal justice agencies, while other students are returning law enforcement officers updating their skills and education.

Contact: Steven M. Christiansen, ext. 4388
schristi@greenriver.edu

Maggie Whetsel, ext. 4389
mwhetsel@greenriver.edu

For more information on the criminal justice program, e-mail:
criminal-justice@greenriver.edu

Dept./No.	Course Title	Credits
AP 100	Survey of Human Anatomy & Physiology	5
Anthr 201	Physical Anthropology	5
Anthr 202	Cultural Anthropology	5
Biol 100	Introductory Biology	5
# Engl 110	College Writing	5
Engl 111 or	Writing: Humanities or	
Engl 112 or	Writing: Social Sciences or	
Engl 113	Writing: Science & Business	5
# Math 107 or	Contemporary Math or	
Math 100 or above	any college level math class	5
P E 101 or	Physical Fitness Lab or	
P E 102 or	Jogging or	
P E 103 or	Total Physical Fitness or	
P E 104 or	Bench Aerobics or	
P E 111 or	Aerobic Walking or	
P E 131 or	Weight Training or	
P E 160	Exercise & Nutrition	2-3
P E 113	Group Dynamics Activities	1
Phil 115 or	Reasoning in Everyday Life or	
Phil 160	Introduction to the Philosophy of Science	5
Photo 101	Beginning Black & White Photography	5
Psych 100	General Psychology	5
Soc 110	Survey of Sociology	5
# Comm 110	Interpersonal Communication	5
# Comm 234	Small Group Leadership & Discussion	5
Additional	Activity (1 Course)	1
Required Core Classes:		
CRJ 100	Introduction to Criminal Justice	5
CRJ 200	Individual Rights in Criminal Justice	5
CRJ 205	Criminal Evidence	5
CRJ 215 or		
Soc 215	Survey of Criminology	5
CRJ 220	Multicultural Diversity	5

CRJ 270	Academic/Career Planning/First Aid/ Firearm Safety	3
Electives: Select from the following courses to total 15 credits		
Anthr 265	Forensic Anthropology	5
Bus E 100	Fundamentals of Microcomputers	5
CRJ 115	Fingerprint Science	5
CRJ 177-179 and	Cooperative Education and	4
Coop 171	Work Experience Seminar	1
CRJ 225	Criminal Law	5
CRJ 230	Corrections	5
CRJ 235	Intermediate Sanctions	5
CRJ 240	Community Oriented Policing	5
CRJ 255	Forensics: An Introduction to Criminalistics	5
CRJ 294	Special Topics	5
CRJ 299	Independent Study	5
Psych 209	Fundamentals of Psychological Research	5
Soc 245	Juvenile Delinquency	5

Satisfies related instruction requirements.

Note: Students must attain a grade of 2.0 or above in all CRJ classes

Criminal Justice- Corrections

Certificate of Proficiency 20 Credits

Great career opportunities are available to those seeking employment in federal, state and local correctional facilities. The Seattle area is home to the new King County Detention facility, and other federal correctional facilities are still under construction.

Contact: Steven M. Christiansen, ext. 4388
schristi@greenriver.edu

Maggie Whetsel, ext. 4389
mwhetsel@greenriver.edu

For more information on the criminal justice program, e-mail:
criminal-justice@greenriver.edu

Dept./No.	Course Title	Credits
CRJ 100	Introduction to Criminal Justice	5
CRJ 200	Individual Rights in Criminal Justice	5
CRJ 230	Corrections	5
CRJ 235	Intermediate Sanctions	5

To enhance the student's preparation for future employment, the following are recommended:

CRJ 177-179 and	Cooperative Education and	1-5
Coop 171	Work Experience Seminar	

Note: Students must attain a grade of 2.0 or above in all classes.



Professional/Technical



Criminal Justice– Law Enforcement Certificate of Proficiency 25 Credits

This short-term certificate is designed to be completed in just two quarters. It includes an introduction to the criminal justice system and a more focused examination of current trends and practices in policing. Students who earn this certificate have employment opportunities with local law enforcement agencies.

Contact: Steven M. Christiansen, ext. 4388
schristi@greenriver.edu

Maggie Whetsel, ext. 4389
mwhetsel@greenriver.edu

For more information on the criminal justice program, e-mail:
criminal-justice@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 100	Fundamentals of Microcomputers	5
CRJ 100	Introduction to Criminal Justice	5
CRJ 200	Individual Rights in Criminal Justice	5
CRJ 225	Criminal Law	5
CRJ 240	Community-Oriented Policing	5

To enhance the student's preparation for future employment, the following are recommended:

CRJ 177-179 and Coop 171	Cooperative Education and Work Experience Seminar	1-5
-----------------------------	--	-----

Note: Students must attain a grade of 2.0 or above in all classes.

Criminal Justice– Fingerprint Technology Certificate of Proficiency 20 Credits

This short-term certificate can be completed in just two quarters and includes training in the new Automatic Fingerprint Identification System (AFIS), classification, evidence presentation, court testimony preparation

and basic job skill preparation. Students who earn the certificate are afforded great opportunity for immediate employment with local law enforcement agencies that currently have more vacancies than qualified technicians.

Contact: Steven M. Christiansen, ext. 4388
schristi@greenriver.edu

Maggie Whetsel, ext. 4389
mwhetsel@greenriver.edu

For more information on the criminal justice program, e-mail:
criminal-justice@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 100	Fundamentals of Microcomputers	5
CRJ 100	Introduction to Criminal Justice	5
CRJ 115	Fingerprint Science	5
CRJ 205 or CRJ 255	Criminal Evidence or Forensics: An Introduction to Criminalistics	5

To enhance the student's preparation for future employment, the following are recommended:

CRJ 177-179 and Coop 171	Cooperative Education and Work Experience Seminar	1-5
-----------------------------	--	-----

Note: Students must attain a grade of 2.0 or above in all classes.

Design Technology– Architectural Drafting Certificate of Proficiency 39-43 Credits

Contact: Terry Waagan, ext. 4342 Felix Serna, ext.4321
twaagan@greenriver.edu fserna@greenriver.edu

Dept./No.	Course Title	Credits
Core Requirements:		
D T 100 or D T 110 and D T 112	Introduction to CADD or Introduction to AutoCAD and Introduction to CAD Key	7-8 (4) (4)
D T 101 or D T 101.1 and D T 101.2	Technical Drafting or Drafting Fundamentals and Machine Drafting 1	7 (4) (3)
D T 105 or Tech 100	Design Drafting Careers or Careers for the New Millennium	2
D T 131	Mechanical Drafting-CADD	7
D T 141	Architectural Drafting 1	5
D T 241	Architectural Drafting 2	4

Complete a minimum of 2 classes from the following courses: 7-10

Carp 148	Material Estimating	(4)
Carp 151	Understanding Building Code	(3)
D T 125	Civil Drafting 1	(5)
D T 145	Structural Drafting-Steel	(4)
D T 146	Structural Drafting-Concrete	(4)
D T 225	Civil Drafting 2	(4)
D T 240	Electrical & Mechanical Building Systems	(5)



Design Technology– Architectural, Structural and Civil Drafting

Certificate of Proficiency 74 Credits

Students selecting the Architectural-Structural-Civil Drafting certificate program will develop entry-level skills in preparing detail drawings, using both board drafting skills and computer-aided drafting skills, from sketches, notes, specifications and technical data furnished by architects, engineers, surveyors, builders, and firms connected with the construction and building industry. Students completing this program may enter into the following Associate of Applied Science degree programs—Construction Design Technology and Design Drafting Technology.

Contact: Terry Waagan, ext. 4342 Felix Serna, ext.4321
twaagan@greenriver.edu fserna@greenriver.edu

Dept./No.	Course Title	Credits
Core Requirements:		
# Comm 100 or Comm 101 or Comm 110	Fundamentals of Oral Communication or Basic Speech Communication or Interpersonal Communication	5
D T 100 or D T 110 and D T 112	Introduction to CADD or Introduction to AutoCAD and Introduction to CAD Key	7-8 (4) (4)
D T 101 or D T 101.1 and D T 101.2	Technical Drafting or Drafting Fundamentals and Machine Drafting 1	7 (4) (3)
D T 102 or D T 102.1 and D T 102.2	Descriptive Geometry or Descriptive Geometry and Machine Drafting 2	7 (4) (3)
D T 105 or Tech 100	Design Drafting Careers or Careers for the New Millennium	2
D T 125	Civil Drafting 1	5
D T 131	Mechanical Drafting-CADD	7
D T 141	Architectural Drafting 1	5
D T 145 or D T 146	Structural Drafting-Steel or Structural Drafting-Concrete	4
# D T 231 or D T 241 or D T 225	Mechanical Design (CADD) or Three credits of the Human Relations Related Instructions requirement on page 72 Architectural Drafting 2 or Civil Drafting 2	3-7 4
# Engl 102 or Engl 113	Practical College Writing or Writing: Science & Business	5
# Math 116T or Math 104 or Math 124	Technical Math 2 or Pre-Calculus 2 or Calculus & Analytical Geometry 1	5
Electives: Students must choose from the following courses to total 74 credits:		
Carp	Any Carpentry course(s) (Except Carp 146, Blueprint Reading)	(1-8)
Coop 171	Work Experience Seminar	(1)
D T 145	Structural Drafting-Steel	(4)
D T 146	Structural Drafting-Concrete	(4)
D T 151	Technical Illustration	(7)
D T 161	Electrical & Electronic Drafting (CAD)	(5)
D T 177	Drafting Work Experience 1	(3)

D T 180-181	Leadership Skills 1-2	(1) ea
D T 199/299	Independent Study	(1-5)
D T 200	ADDA Certification	(2)
D T 210	Advanced AutoCAD Development 1	(4)
D T 225	Civil Drafting 2	(4)
D T 240	Electrical & Mechanical Building Systems	(5)
D T 241	Architectural Drafting 2	(4)
G E 106	Introduction to Engineering Problems	(3)
GIS 120	Introduction to ArcView	(5)
GIS 260	Introduction to Cartography	(5)
I E 204 or GE 112	Statics & Strengths or Statics	(5) (5)

Satisfies related instruction requirements.

Design Technology– Civil Drafting

Certificate of Proficiency 40-42 Credits

Contact: Terry Waagan, ext. 4342 Felix Serna, ext.4321
twaagan@greenriver.edu fserna@greenriver.edu

Dept./No.	Course Title	Credits
Core Requirements		
D T 100 or D T 110 and D T 112	Introduction to CADD or Introduction to AutoCAD and Introduction to CAD Key	7-8 (4) (4)
D T 101 or D T 101.1 and D T 101.2	Technical Drafting or Drafting Fundamentals and Machine Drafting 1	7 (4) (3)
D T 105 or Tech 100	Design Drafting Careers or Careers for the New Millennium	2
D T 131	Mechanical Drafting-CADD	7
D T 125	Civil Drafting 1	5
D T 225	Civil Drafting 2	4
Complete a minimum of 2 classes from the following courses: 8-9		
D T 141	Architectural Drafting 1	(5)
D T 145	Structural Drafting-Steel	(4)
D T 146	Structural Drafting-Concrete	(4)
D T 241	Architectural Drafting 2	(4)

Satisfies related instruction requirements.



Professional/Technical

Design Technology– Construction Design Technology

Associate in Applied Science Degree
120 Credits

The Construction Design Technology Associate in Applied Science degree program is designed to allow students to be employed by firms connected with the construction and building industry. Using board drafting techniques and computer-aided drafting, students will prepare drawings in both 2D and 3D. Throughout the program, industry accepted drafting and design standards will be taught and reinforced. Students will be required to use sketches, notes, technical literature, and personal research to complete assignments. Students will complete related credits in the areas of construction and engineering.

Contact: Terry Waagan, ext. 4342 Felix Serna, ext.4321
twaagan@greenriver.edu fserna@greenriver.edu

Dept./No.	Course Title	Credits
Required Courses:		
Carp 151	Understanding Building Code	3
# Comm 100 or	Fundamentals of Oral Communication or	
Comm 101 or	Basic Speech Communication or	
Comm 110	Interpersonal Communication	5
Coop 171	Work Experience Seminar	1
D T 100 or	Introduction to CADD/CAM or	7-8
D T 110 and	Introduction to AutoCAD and	(4)
D T 112	Introduction to CAD key	(4)
D T 101 or	Technical Drafting or	7
D T 101.1 and	Drafting Fundamentals and	(4)
D T 101.2	Machine Drafting 1	(3)
D T 102 or	Descriptive Geometry or	7
D T 102.1 and	Descriptive Geometry and	(4)
D T 102.2	Machine Drafting 2	(3)
D T 105 or	Design Drafting Careers or	
Tech 100	Careers for the New Millennium	2
D T 125	Civil Drafting 1	5
D T 131	Mechanical Drafting (CADD)	7
D T 141	Architectural Drafting 1	5
D T 145 or	Structural Drafting-Steel or	
D T 146	Structural Drafting-Concrete	4
D T 151 or	Technical Illustration or	
Natrs 181	Forest Navigation & Mapping	7-8
D T 225	Civil Drafting 2	4
# D T 231 or	Mechanical Design (CADD) or	
	Three credits of the Human Relations	
	Related Instructions requirement	
	on page 72	3-7
D T 240 or	Electrical & Mechanical Building Systems or	
Bus 164	Business Principles	5
D T 241	Architectural Drafting 2	4
# Engl 102 or	Practical College Writing or	
Engl 113	Writing: Science & Business	5
GIS 120	Introduction to ArcView	5
GIS 260	Introduction to Cartography	5
I E 204 or	Statics & Strengths or	
G E 112	Statics	5
# Math 116T or	Technical Math 2 or	
Math 104 or	Pre-Calculus 2 or	
Math 124	Calculus & Analytical Geometry 1	5
Phys 110 or	Introduction to College Physics or	
Phys 201	Physics for Science & Engineering	5

Electives: Students must choose from the following courses to total 120 credits:

Carp 148	Material Estimating	(4)
D T 146	Structural Drafting-Concrete	(4)
D T 175	Drafting Work Experience	(4-6)
D T 177-179	Drafting Work Experience 1-3	(3 ea)
D T 180-182	Leadership Skills 1-3	(1 ea)
D T 199 or 299	Independent Study	(1-5 ea)
D T 200	ADDA Certification	(2)
D T 210	Advanced AutoCAD Development 1	(4)
D T 277-279	Drafting Work Experience 4-6	(3 ea)
G E 106	Introduction to Engineering Problems	(3)
P E 113	Group Dynamics Activities	(1)

Satisfies related instruction requirements.

Design Technology– Design Drafting Technology

Associate in Applied Science Degree
110 - 111 Credits

The Design Drafting Technology Associate in Applied Science degree program is designed to allow students to sample a broad range of drafting careers, including studies in mechanical, architectural, civil, structural, and electrical-electronics. Students selecting this degree program will develop proficiency in board drafting and computer-aided drafting. Students are able to prepare drawings for manufacturing and fabrication. The ANSI (American National Standards Institute) and the ASME (American Society of Mechanical Engineers) drafting and design standards will be taught and reinforced as students prepare drawings in both 2D and 3D using AutoCAD, CAD key, and Master cam applications software. Throughout this course of study, students will be required to use sketches, notes, technical literature, and personal research to complete assignments. Students may take related credits in the trade areas of building, manufacturing, engineering, welding, and surveying.

Contact: Terry Waagan, ext. 4342 Felix Serna, ext.4321
twaagan@greenriver.edu fserna@greenriver.edu

Dept./No.	Course Title	Credits
Required Courses		
# Comm 100 or	Fundamentals of Oral Communication or	
Comm 101 or	Basic Speech Communication or	
Comm 110	Interpersonal Communication	5
D T 100 or	Introduction to CADD/CAM or	7-8
D T 110 and	Introduction to AutoCAD and	(4)
D T 112	Introduction to CAD Key	(3)
D T 101 or	Technical Drafting or	7
D T 101.1 and	Drafting Fundamentals and	(4)
D T 101.2	Machine Drafting 1	(3)
D T 102 or	Descriptive Geometry or	7
D T 102.1 and	Descriptive Geometry and	(4)
D T 102.2	Machine Drafting 2	(3)
D T 105 or	Design Drafting Careers or	
Tech 100	Careers for the New Millennium	2
D T 131	Mechanical Drafting (CADD)	7
D T 135	3D CADD/CAM	7
D T 151	Technical Illustration	7
# D T 231	Mechanical Design (CADD)	7
D T 236	3D AutoCAD	4



# Engl 102 or Engl 113	Practical College Writing or Writing: Science & Business	5
# Math 116T or Math 104 or Math 124	Technical Mathematics 2 or Pre-Calculus2 or Calculus & Analytical Geometry 1	5
Phys 110 or Phys 201	Introduction to College Physics or Physics for Science & Engineering	5

Three credits from the following courses: **3**

Carp	Any Carpentry shop/lab course	(1-4)
Indus 102.1	Welding Survey 1	(3)
Indus 103	Manufacturing Processes	(4)
Mach	Any Machining shop/lab course	(1-4)
Weld	Any Welding shop/lab course	(1-4)

Four credits from the following courses: **4**

Carp 148	Material Estimating	(4)
G E 112	Statics	(4)
I E 189	Basic Metallurgy	(5)
I E 204	Statics & Strengths	(5)

Elective Courses: Additionally, complete 28 credits from the following list: **28**

Bus 164	Business Principles	(5)
D T 110	Introduction to AutoCAD	(4)
D T 115	Geometric Dimensioning & Tolerancing	(4)
D T 125	Civil Drafting 1	(5)
D T 141	Architectural Drafting 1	(5)
D T 145	Structural Drafting-Steel	(4)
D T 146	Structural Drafting-Concrete	(4)
D T 161	Electrical-Electronic Drafting (CAD)	(5)
D T 200	ADDA Certification	(2)
D T 210	Advanced AutoCAD Development 1	(4)
D T 225	Civil Drafting 2	(4)
D T 232	Drafting & Design Projects (CADD)	(7)
D T 237	Advanced 3D CADD/CAM	(4)
D T 240	Electrical & Mechanical Building Systems	(5)
D T 241	Architectural Drafting 2	(4)
D T 261	Printed Circuit Board Design (CAD)	(4)
Elec 110	Fundamentals of Direct Current Circuits	(4)
GIS 120	Introduction to ArcView	(5)
GIS 260	Introduction to Cartography	(5)
I E 114	CATIA - 2D	(4)
I E 210	CATIA - Modeling	(7)
I E 214	CATIA - Solids	(5)
I E 215	CATIA - 3D Surfacing	(4)
Natrs 181	Forest Navigation & Mapping	(8)

A maximum of 8 credits from the following courses: **8**

Carp 148	Material Estimating	(4)
G E 106	Introduction to Engineering Problems	(3)
G E 112	Statics	(5)
I E 189	Basic Metallurgy	(4)
I E 204	Statics & Strengths	(5)

A maximum of 8 credits from the following courses: **8**

Carp	Any Carpentry shop/lab course	(1-8)
Indus	Any Industry shop/lab course	(1-8)
Mach	Any Machining shop/lab course	(1-8)
Weld	Any Welding shop/lab course	(1-8)

A maximum of 13 credits from the following courses: **13**

Coop 171	Work Experience Seminar	(1)
D T 175	Drafting Work Experience	(4-12)
D T 177-179	Drafting Work Experience 1-3	(3 ea)
D T 180-182	Leadership Skills 1-3	(1 ea)
D T 199/299	Independent Study	(1-5 ea)

D T 277-279	Drafting Work Experience 4-6	(3 ea)
Tech 100	Careers for the New Millennium	(2)

A maximum of 10 credits from the following courses: **10**

Engl 100	Introductory Composition	(5)
Engl 110	College Writing	(5)
Math 117T	Technical Math 3	(5)
Math 102	Pre-Calculus 1	(5)
Math 124	Calculus & Analytical Geometry 1	(5)
Math 125	Calculus & Analytical Geometry 2	(5)

Satisfies related instruction requirements.

Note: Courses used to satisfy "Required Courses" requirements may not be used to satisfy "Elective Courses" requirements.

Design Technology– Drafting

Certificate of Proficiency 39-44 Credits

Contact: Terry Waagan, ext. 4342 Felix Serna, ext. 4321
 twaagan@greenriver.edu fserna@greenriver.edu

Dept./No.	Course Title	Credits
Core Requirements:		
D T 100 or	Introduction to CADD or	7-8
D T 110 and	Introduction to AutoCAD and	(4)
D T 112	Introduction to CAD Key	(4)
D T 101 or	Technical Drafting or	7
D T 101.1 and	Drafting Fundamentals and	(4)
D T 101.2	Machine Drafting 1	(3)
D T 102 or	Descriptive Geometry or	7
D T 102.1 and	Descriptive Geometry and	(4)
D T 102.2	Machine Drafting	(3)
D T 105 or	Design Drafting Careers or	
Tech 100	Careers for the New Millennium	2
D T 131	Mechanical Drafting-CADD	7

Complete a minimum of nine (9) credits but no more than 13 credits from the following courses: **9-13**

D T 125	Civil Drafting 1	(5)
D T 135	3D CADD/CAM	(7)
D T 141	Architectural Drafting 1	(5)
D T 145	Structural Drafting-Steel	(4)
D T 146	Structural Drafting-Concrete	(4)
D T 151	Technical Illustration	(7)
D T 161	Electrical & Electronic Drafting (CAD)	(5)
D T 225	Civil Drafting 2	(4)
D T 231	Mechanical Design (CADD)	(7)
D T 232	Drafting & Design Projects (CADD)	(7)
D T 236	3D AutoCAD	(4)
D T 237	Advanced 3D CADD/CAM	(4)
D T 241	Architectural Drafting 2	(4)
D T 255	Civil Drafting 2	(4)
D T 261	Printed Circuit Board Design (CAD)	(4)
I E 114	CATIA - 2D	(4)
I E 210	CATIA - Modeling	(7)
I E 214	CATIA - Solids	(5)
I E 215	CATIA - 3D Surfacing	(4)



Professional/Technical

Design Technology– Manufacturing Technology–CIM

Associate in Applied Science Degree
110 -111 Credits

The Manufacturing Technology-CIM Associate in Applied Science degree program is designed to allow students to specialize in manufacturing. It includes courses designed to blend the study of design with the skills of manufacturing. Students selecting this degree program will develop proficiency in board drafting, computer-aided drafting, machining, precision measuring, CNC machining, and machine tooling. The ANSI (American National Standards Institute) and the ASME (American Society Mechanical Engineers) drafting and design standards will be taught and reinforced as students prepare drawings in both 2D and 3D using AutoCAD, CAD Key, and Mastercam applications software. Throughout this course of study, students will be required to use sketches, notes, technical literature, and personal research to complete assignments.

Contact: Terry Waagan, ext. 4342 Felix Serna, ext. 4321
twaagan@greenriver.edu fserna@greenriver.edu

Dept./No.	Course Title	Credits
# Comm 100 or Comm 101 or Comm 110	Fundamentals of Oral Communication or Basic Speech Communication or Interpersonal Communication	5
D T 100 or D T 110 and D T 112	Introduction to CADD/CAM or Introduction to AutoCAD and Introduction to CAD Key	7-8 (4) (4)
D T 101 or D T 101.1 and D T 101.2	Technical Drafting or Drafting Fundamentals and Machine Drafting 1	7 (4) (3)
D T 115 D T 131 D T 135	Geometric Dimensioning & Tolerancing Mechanical Drafting (CADD) 3D CADD/CAM	4 7 7
# D T 231 I E 189	Mechanical Design (CADD) Basic Metallurgy	7 4
Mach 101 or Mach 102 Mach 105 Mach 106 or Mach 178	Beginning Machining or Intermediate Machining Beginning CNC Intermediate CNC or CNC Cooperative Education	13 13 13
# Engl 102 or Engl 113	Practical College Writing or Writing: Science & Business	5
# Math 116T or Math 104 or Math 124	Technical Math 2 or Pre-Calculus 2 or Calculus & Analytical Geometry 1	5

Select an area of emphasis:

A. Machining Emphasis: One of the following courses: 13

Mach 102	Intermediate Machining	(13)
Mach 103	Advanced Machining	(13)

B. Design Drafting Emphasis: All of the following courses: 13

D T 105 or Tech 100	Design Drafting Careers or Careers for the New Millennium	(2)
D T 237	Advanced 3D CADD/CAM	(4)
* Indus 090	Technical Skills	(3)
* Indus 103	Manufacturing Processes	(4)

Satisfies related instruction requirements.

* Credits from Mach 102 or Mach 103 may be substituted for either or both Indus 090 or 103.

Design Technology– Mechanical 3D CAD

Certificate of Proficiency
43-44 Credits

Contact: Terry Waagan, ext. 4342 Felix Serna, ext. 4321
twaagan@greenriver.edu fserna@greenriver.edu

Dept./No.	Course Title	Credits
Core Requirements:		
D T 100 or D T 110 and D T 112	Introduction to CADD or Introduction to AutoCAD and Introduction to CAD Key	7-8 (4) (4)
D T 101 or D T 101.1 and D T 101.2	Technical Drafting or Drafting Fundamentals and Machine Drafting 1	7 (4) (3)
D T 131 D T 135 D T 231 D T 236 D T 237	Mechanical Drafting-CADD 3D CADD/CAM Mechanical Design (CADD) 3D AutoCAD Advanced 3D CADD/CAM	7 7 7 4 4

Design Technology– Mechanical CAD

Certificate of Proficiency
35-36 Credits

Contact: Terry Waagan, ext. 4342 Felix Serna, ext.4321
twaagan@greenriver.edu fserna@greenriver.edu

Dept./No.	Course Title	Credits
Core Requirements:		
D T 100 or D T 110 and D T 112	Introduction to CADD or Introduction to AutoCAD and Introduction to CAD Key	7-8 (4) (4)
D T 101 or D T 101.1 and D T 101.2	Technical Drafting or Drafting Fundamentals and Machine Drafting 1	7 (4) (3)
D T 131 D T 135 D T 231	Mechanical Drafting-CADD 3D CADD/CAM Mechanical Design (CADD)	7 7 7



Design Technology– Mechanical Design Technology

Associate in Applied Science Degree
120 Credits

Mechanical designers and technicians assist engineers in industry and require a broad technological background. Students selecting this Associate in Applied Science degree program will develop proficiency in board drawing and computer-aided drafting. Students are able to prepare drawings for manufacturing and fabrication. The ANSI (American National Standards Institute) and the ASME (American Society of Mechanical Engineers) drafting and design standards will be taught and reinforced as students prepare drawings in both 2D and 3D using AutoCAD, CAD Key, and Mastercam applications software. Throughout this course of study, students will be required to use sketches, notes, technical literature, and personal research to complete assignments. Students will complete related credits in the areas of manufacturing and engineering.

Contact: Terry Waagan, ext. 4342 Felix Serna, ext. 4321
twaagan@greenriver.edu fserna@greenriver.edu

Dept./No.	Course Title	Credits
# Comm 100 or Comm 101 or Comm 110	Fundamentals of Oral Communication or Basic Speech Communication or Interpersonal Communication	5
D T 100 or D T 110 and D T 112	Introduction to CADD/CAM or Introduction to AutoCAD and Introduction to CAD Key	7-8 (4) (4)
D T 101 or D T 101.1 and D T 101.2	Technical Drafting or Drafting Fundamentals and Machine Drafting 1	7 (4) (3)
D T 102 or D T 102.1 and D T 102.2	Descriptive Geometry or Descriptive Geometry and Machine Drafting 2	7 (4) (3)
D T 105 or Tech 100	Design Drafting Careers or Careers for the New Millennium	2
D T 115	Geometric Dimensioning & Tolerancing	4
D T 131	Mechanical Drafting (CADD)	7
D T 135	3D CADD/CAM	7
D T 151	Technical Illustration	7
D T 161	Electrical & Electronic Drafting (CAD)	5
# D T 231	Mechanical Design (CADD)	7
D T 232	Drafting & Design Projects (CADD)	7
D T 236	3D AutoCAD	4
D T 237	Advanced 3D CADD/CAM	4
# Engl 102 or Engl 113	Practical College Writing or Writing: Science & Business	5
I E 189	Basic Metallurgy	4
I E 204 or G E 112	Statics & Strengths or Statics	5
Phys 110 or Phys 201	Introduction to College Physics or Physics for Science & Engineering	5
# Ten credits from the following Math courses:		10
Math 102	Pre-Calculus 1	(5)
Math 104	Pre-Calculus 2	(5)
Math 116T	Technical Math 2	(5)
Math 117T	Technical Math 3	(5)
Math 124	Calculus & Analytical Geometry 1	(5)
Math 125	Calculus & Analytical Geometry 2	(5)

Electives: Students must choose from the following courses to total 120 credits:

Coop 171	Work Experience Seminar	(1)
D T 175	Drafting Work Experience	(4-6)
D T 177-179	Drafting Work Experience 1-3	(3 ea)
D T 180-182	Leadership Skills 1-3	(1 ea)
D T 199-299	Independent Study	(1-5 ea)
D T 200	ADDA Certification	(2)
D T 210	Advanced AutoCAD Development 1	(4)
D T 277-279	Drafting Work Experience 4-6	(3ea)
G E 106	Introduction to Engineering Problems	(3)
Indus 090	Technical Skills	(3)
Indus 102.1	Welding Survey 1	(3)
Indus 103	Manufacturing Processes	(3)
Mach 101	Beginning Machining	(1-6)

Satisfies related instruction requirements.

Design Technology– Mechanical Drafting

Certificate
74 Credits

Students selecting the Mechanical Drafting certificate program develop entry-level board drafting and computer-aided drafting skills in mechanical drafting and design. The ANSI (American National Standards Institute) and the ASME (American Society of Mechanical Engineers) drafting and design standards will be taught and reinforced as students prepare working 2D and 3D drawings of objects for fabrication with AutoCAD, CAD key, and Mastercam application software. Throughout this course of study, students will be required to use sketches, notes, technical literature, and personal research to complete assignments. Students completing this program may enter into one of three Associate of Applied Science degree programs: Design Drafting Technology, Mechanical Design Technology, or Manufacturing Technology-CIM.

Contact: Terry Waagan, ext. 4342 Felix Serna, ext. 4321
twaagan@greenriver.edu fserna@greenriver.edu

Dept./No.	Course Title	Credits
# Core Requirements:		
# Comm 100 or Comm 101 or Comm 110	Fundamentals of Oral Communication or Basic Speech Communication or Interpersonal Communication	5
D T 100 or D T 110 and D T 112	Introduction to CADD or Introduction to AutoCAD and Introduction to CAD Key	7-8 (4) (4)
D T 101 or D T 101.1 and D T 101.2	Technical Drafting or Drafting Fundamentals and Machine Drafting 1	7 (4) (3)
D T 102 or D T 102.1 and D T 102.2	Descriptive Geometry or Descriptive Geometry and Machine Drafting 2	7 (4) (3)
D T 105 or Tech 100	Design Drafting Careers or Careers for the New Millennium	2
D T 115	Geometric Dimensioning & Tolerancing	4
D T 131	Mechanical Drafting-CADD	7
D T 135	3D CADD/CAM	7
# D T 231	Mechanical Design (CADD)	7
D T 236 or D T 237	3D AutoCAD or Advanced AutoCAD/CAM or Advanced 3D CADD/CAM	4



Professional/Technical

# Engl 102 or Engl 113	Practical College Writing or Writing: Science & Business	5
Indus102.1 or Indus103 or Mach 101	Welding Survey 1 or Manufacturing Processes or Beginning Machining	3-4
# Math 116T or Math 104 or Math 124	Technical Math 2 or Pre-Calculus 2 or Calculus & Analytical Geometry 1	5

Electives: Students must choose from the following courses to total 74 credits:

Coop 171	Work Experience Seminar	(1)
D T 161	Electrical & Electronic Drafting (CAD)	(5)
D T 177	Drafting Work Experience 1	(3)
D T 180-181	Leadership Skills 1-2	(1) ea
D T 199/299	Independent Study	(1-5)
D T 200	ADDA Certification	(2)
D T 210	Advanced AutoCAD Development 1	(4)
D T 232	Drafting & Design Projects (CADD)	(7)
D T 236	3D AutoCAD	(4)
D T 237	Advanced 3D CADD/CAM	(4)
D T 261	Printed Circuit Board Design (CAD)	(4)
D T 277-279	Drafting Work Experience 4-6	(3 ea)
G E 106	Introduction to Engineering Problems	(3)
I E 204 or GE 112	Statics & Strengths or Statics	(5) (5)

Satisfies related instruction requirements.

Design Technology— Structural Drafting

Certificate of Proficiency 38-42 Credits

Contact: Terry Waagan, ext. 4342 Felix Serna, ext. 4321
twaagan@greenriver.edu fserna@greenriver.edu

Dept./No.	Course Title	Credits
Core Requirements:		
D T 100 or D T 110 and D T 112	Introduction to CADD or Introduction to AutoCAD and Introduction to CAD Key	7-8 (4) (4)
D T 101 or D T 101.1 and D T 101.2	Technical Drafting or Drafting Fundamentals and Machine Drafting 1	7 (4) (3)
D T 105 or Tech 100	Design Drafting Careers or Careers for the New Millennium	2
D T 131	Mechanical Drafting (CADD)	7
D T 145	Structural Drafting-Steel	4
D T 146	Structural Drafting-Concrete	4
Complete a minimum of two (2) classes from the following courses:		
Carp 151	Understanding Building Code	(3)
D T 125	Civil Drafting 1	(5)
D T 141	Architectural Drafting 1	(5)
D T 225	Civil Drafting 2	(4)
D T 240	Electrical & Mechanical Building Systems	(5)

Early Childhood Education

Associate in Applied Arts Degree 96 - 100 Credits

The Early Childhood Education curriculum is designed primarily for students wishing to prepare for a career in Early Childhood Education. The completion of the two-year degree or certificate program prepares graduates to seek employment in child care centers, Head Start, family child care homes, cooperative and private preschools, children's homes, institutions and other programs serving children from birth through 8 years of age. This curriculum is designed also to provide meaningful instruction for parents, foster parents and persons working with young children as instructional aides or paraeducators. Cultural relevancy is integrated into each course.

A second option is available for those students who intend to transfer to a four-year institution and complete a bachelor's degree in Early Childhood or Elementary Education. Students should consult with their advisor to match course selection with transfer institution requirements.

Students may specialize in one or more areas of emphasis and may enter this program at the beginning of any quarter.

Contact: Diana Holz, ext. 4334 Leslie Kessler, ext. 4555
dholz@greenriver.edu lkessler@greenriver.edu

Dept./No.	Course Title	Credits
ECE 101	Introduction to Early Childhood Education	3
# ECE 103	Early Childhood Education Practicum 1	3
# ECE 104	Early Childhood Education Practicum 2	3
ECE 140	Health, Safety & Nutrition	3
ECE 150	Language Arts	5
ECE 155	Math & Science for Children	5
ECE 160	Art for Children	3
ECE 175	Music & Movement Activities	3
ECE 205	Learning Environments	3
# ECE 214	Early Childhood Education Practicum 4	2
# ECE 215	Early Childhood Education Practicum 5	2
ECE 225	Early Identification/Intervention, Birth to Five	3
ECE 235	Interaction Skills	3
ECE 250	Early Childhood Education Practicum	5
Edec 102	Computers in Early Childhood Education	3
Edec 110 or Edec 110.1 and 110.2	Child Development	5
Edec 115	Issues & Trends	3
Edec 130	Guidance & Discipline	3
Edec 243	Creative Teaching of the Young Child	5
Edu 240	Multicultural/Anti-Bias Issues in Education	3-5
# Engl 110	College Writing	5
# Comm 101 or Comm 110	Basic Speech Communication or Interpersonal Communication	5
# B A 145 or Bus E 110	Business Computation or Business Math Applications or any Acomp or Math course 100 or above	5

Electives or Areas of Specialization 15

Any ECE, Edec, or Edu class numbered over 100
Students wishing to specialize in Montessori Education may take the Montessori practicum: ECE 181, 182, and 265 instead of ECE 103-104, and 214 and 215 for a total of 10 credits. Any combination of 181, 182, 265, 103, 104, 210, 214, 215, and Edu 210 may be taken to satisfy practicum classes for this degree. Edu 210 may substitute for 103 and 104 (6 credits of practicum), or may be used as an elective.

Satisfies related instruction requirements.



Early Childhood Education– Paraeducator

Associate in Applied Arts degree
90-91 Credits

The Paraeducator degree program prepares students for the occupation of Paraeducator in both public and private school classrooms. Based on the Washington State Paraeducator standards, the degree provides students training needed to work as effective members of instructional teams. Core competencies covered in this program prepare Paraeducators to effectively support and extend instruction and services, thereby increasing student learning. These core competencies revolve around the areas of instructional strategies, behavior management, and human growth and development. The coursework is offered partially online as well as in the classroom, drawing on the expertise of local professionals and schools.

Through advising, the student can match their practicum placements and a portion of their course work to Early Childhood, Elementary or Secondary Education with an emphasis in Special Education, ESL classrooms, and Native American populations.

Limited transferability exists with this degree. Students who wish to explore their transfer options in Teacher Education should contact Project TEACH, a preservice teacher preparation program designed to provide future teachers with a seamless pathway to a teaching career through partnership with local schools. Project TEACH provides classes designed specifically for future K-12 teachers.

Contact: Early Childhood Education Office, ext. 2729 or
Project TEACH, ext. 4360

Dept./No.	Course Title	Credits
Composition/Communication		10
# Engl 110	College Writing	(5)
# Comm 101 or Comm 110	Basic Speech Communication or Interpersonal Communication	(5)
Humanities/Fine Arts/English		10
English/Literature 5 credits chosen from the following courses:		
Engl 131	Introduction to Short Fiction	(5)
Engl 132	Introduction to Reading Drama	(5)
Engl 133	Introduction to Poetry	(5)
Engl 151	Creative Writing	(5)
Engl 165	Introduction to the Myths of the World	(5)
Engl 180	Children's Literature	(5)
Electives	5 credits chosen from courses with prefixes of Art, Dance, Drama, or Music	
Social Science		10
Psych 100 or Psych 210	General Psychology or Developmental Psychology	(5) (5)
Anthr 202 or Ames100 or Hist 221 or Hist 222	Cultural Anthropology or American Ethnic & Minority Studies or United States History to 1877 or United States History 1877 - Present	(5) (5) (5) (5)
Math/Science		10
# Math 170	Foundations of Elementary Math 1	(5)
Plus one of the following:		
Biol 100	Introductory Biology	(5)
Chem 101	Survey of General Chemistry	(5)
Geol 101	Physical Geology	(5)
IDS 101	Interdisciplinary Science 1	(5)
Phys 101	Concepts of our Physical World	(5)

Core Classes

Edec 102	Computers in Education	(3)	40
Edec 110	Child Development	(5)	
Edec 115	Issues and Trends	(3)	
Edec 130	Guidance and Discipline	(3)	
Edec 190	The Role of the Paraeducator	(3)	
Edec 200	Curriculum Development in Literacy	(2)	
Edec 220	Introduction to Sign Language	(2)	
Edu 193	Introduction to Special Education	(3)	
Edu 210	Assisting Practicum	(6)	
Edu 240	Multicultural/Anti-Bias Practices in Education	(3-5)	
Edu 294	Special Topics: Issues of Child Abuse	(1-5)	
Edu 296	Special Topics: Focus Area	(1-5)	

Early Childhood Education Option

ECE 101	Introduction to Early Childhood Education	(3)	11
ECE 140	Health, Safety & Nutrition	(3)	
Edec 243	Creative Teaching of the Young Child	(5)	

K-12 Option

Edu 170	Introduction to Education	(3)	10-11
Edu 172.1	Elementary School Practicum	(2)	
HI Ed 190	Standard First Aid/CPR	(3)	
P E	Fitness Course	(2-3)	

Satisfies related instruction requirements.

Early Childhood Education– Child Development Associate Preparation

Certificate of Proficiency
12 Credits

Students who successfully complete this certificate with a minimum grade of 2.0 in each class are eligible to apply to take the CDA examination, which leads to a nationally recognized CDA credential. The Child Development Associate (CDA) National Credentialing Program is a program that focuses on the skills of early care and education professionals. It is designed to provide performance-based training, assessment, and credentialing of childcare staff, home visitors, and family child care providers.

Contact: Diana Holz, Ext. 4334
dholz@greenriver.edu

Dept./No.	Course Title	Credits
ECE 120	Introduction to Child Development Associate	3
ECE 190	CDA Course Content	3
ECE 200	CDA Work Ethics	3
ECE 260	CDA Resource File	3



Professional/Technical

Early Childhood Education

Certificate of Proficiency
44 Credits

Contacts: Diana Holz, ext. 4334 Leslie Kessler, ext. 4555
dholz@greenriver.edu lkessler@greenriver.edu

Dept./No.	Course Title	Credits
Students must choose from the following courses to total 44 credits		
ECE 101	Introduction to Early Childhood Education	3
ECE 103	Early Childhood Education Practicum 1	3
ECE 104	Early Childhood Education Practicum 2	3
ECE 140	Health, Safety & Nutrition	3
ECE 225	Early Identification/Intervention, Birth to Five	3
ECE 235	Interaction Skills	3
Edec 110 or Edec 110.1 and 110.2	Child Development	5
Edec 115	Issues & Trends	3
Edec 130	Guidance & Discipline	3
Edec 240	Multicultural/Anti Bias Issues in Education	3

Electives or Areas of Specialization **12**

Any ECE, Edec, or Edu class numbered over 100

Areas of Specialization include:

- Center Management
- Family Child Care
- Preschool Teaching
- Montessori
- Infant & Toddler Caregiving
- School-Age Programs

A Child Development Associate (CDA) credential can also transfer in as the area of specialization.

**Early Childhood Education–
Instructional Aide**

Certificate of Proficiency
43 Credits

Contacts: Diana Holz, ext. 4334 Leslie Kessler, ext. 4555
dholz@greenriver.edu lkessler@greenriver.edu

Dept./No.	Course Title	Credits
Students must choose from the following courses to total 43 credits		
Edec 102	Computers in Education	3
Edec 110 or Edec 110.1 and 110.2	Child Development	5
Edec 115	Issues & Trends	3
Edec 190	The Role of the Paraeducator	3
Edu 193	Introduction to Special Education	3
Edu 200	Curriculum Development in Literacy	2
Edu 210	Assisting Practicum	6
Edu 240	Multicultural/Anti-Bias Issues in Education	3
Edu 294	Special Topics: Issues of Child Abuse	2

Early Childhood Education (11 credits)

ECE 101	Introduction to Early Childhood Education	3
ECE 140	Health, Safety & Nutrition	3
Edec 243 or Edec 296	Creative Teaching of the Young Child or Special Topics	5

or

K-12 Option (10-11 credits)

Edu 170	Introduction to Education	3
Edu 172.1	Elementary School Practicum	2
HI Ed 190	Standard First Aid/CPR	3
P E	Fitness course	(2-3)

**Early Childhood Education–
Early Childhood Assistant Teacher**

Certificate of Proficiency
25 Credits

Contacts: Diana Holz, ext. 4334 Leslie Kessler, ext. 4555
dholz@greenriver.edu lkessler@greenriver.edu

Dept./No.	Course Title	Credits
ECE 100	Basic STARS Training	2
ECE 101	Introduction to Early Childhood Education	3
ECE 103	Early Childhood Education Practicum 1	3
ECE 140	Health, Safety & Nutrition	3
ECE 160	Art for Children	3
ECE 175	Music & Movement Activities	3
Edec 110 or Edec 110.1 and 110.2	Child Development or	5
Edec 130	Guidance & Discipline	3

**Early Childhood Education–
Montessori Teaching**

Certificate of Proficiency
44 Credits

Contacts: Diana Holz, ext. 4334 Leslie Kessler, ext. 4555
dholz@greenriver.edu lkessler@greenriver.edu

Dept./No.	Course Title	Credits
ECE 175	Music & Movement Activities	3
ECE 181	Montessori Practicum 1	3
ECE 182	Montessori Practicum 2	3
ECE 194 or Edec 194-196 or Edec 294-296	Special Topics or Special Topics or Special Topics	5
ECE 211	Introduction to Montessori	4
ECE 212	Montessori 2	4
ECE 213	Montessori 3	4
ECE 235	Interaction Skills	3
ECE 265	Supervised Montessori Teaching	4
Edec 110 or Edec 110.1 and 110.2	Child Development	5
Edec 130	Guidance & Discipline	3
Edu 240	Multicultural/Anti-Bias Issues in Education	3

Professional/Tech



Forensic Technology

Associate in Applied Science Degree 114-116 Credits

This innovative degree program is one of the first in the state of Washington. This program answers the need for trained individuals who wish to gain employment in areas such as police support, crime scene investigations, fingerprint and trace evidence examination. Forensics or criminalistics is concerned with the recognition, identification, individualization, and evaluation of physical evidence using the methods of the natural sciences. Some of the major areas of this specialty may include: forensic medicine, toxicology, serology, anthropology, odontology, trace evidence (hair, fibers, glass, etc.), documentary evidence, ballistics, explosives, accelerates, and fingerprint examination.

This degree will help prepare students to enter the field of criminalistics or to transfer to a four-year institution to continue their education. Those interested in transferring to a four-year institution should consider this degree as it also satisfies the requirement of the Associate in Arts degree.

Contact: Steven M. Christiansen, ext. 4388
schristi@greenriver.edu

Maggie Whetsel, ext. 4389
mwhetsel@greenriver.edu

For more information on forensic technology, e-mail:
forensic-tech@greenriver.edu

Dept./No.	Course Title	Credits
AP 103	Essentials of Human Anatomy - Physiology 1	5
AP 104	Essentials of Human Anatomy - Physiology 2	5
Anthr 201	Physical Anthropology	5
Biol 100	Introductory Biology	5
# Comm 101	Basic Speech Communication	5
# Comm 110	Interpersonal Communication	5
# Engl 110	College Writing	5
Engl 111 or	Writing: Humanities or	
Engl 112 or	Writing: Social Sciences or	
Engl 113	Writing: Science & Business	5
# Math 107 or	Contemporary Math or	
	any college level math class	5
P E 101 or	Physical Fitness Lab or	
P E 102 or	Jogging or	
P E 103 or	Total Physical Fitness or	
P E 104 or	Bench Aerobics or	
P E 111 or	Aerobic Walking or	
P E 113 or	Group Dynamics Activities or	
P E 131 or	Weight Training or	
P E 160	Exercise & Nutrition	1-3
Phil 115 or	Reasoning in Everyday Life or	
Phil 160	Introduction to the Philosophy of Science	5
Photo 101	Beginning Black & White Photography	5
Photo 104	Digital Photography: Photoshop	5
Psych 100	General Psychology	5
Psych 250	Abnormal Psychology	5
Required core classes: (28 credits)		
Anthr 265	Forensic Anthropology	5
CRJ 100	Introduction to Criminal Justice	5
CRJ 115	Fingerprint Science	5
CRJ 205	Criminal Evidence	5
CRJ 255	Forensics: An Introduction to Criminalistics	5
CRJ 270	Academic/Career Planning/First Aid/ Firearm Safety	3

Electives, select any three classes (15 credits maximum) 15

CRJ 177	Cooperative Education	(5)
CRJ 200	Individual Rights in Criminal Justice	(5)
CRJ 215	Survey of Criminology	(5)
CRJ 220	Multicultural Diversity	(5)
CRJ 225	Criminal Law	(5)
CRJ 230	Corrections	(5)
CRJ 235	Intermediate Sanctions	(5)
CRJ 240	Community Oriented Policing	(5)
CRJ 294	Special Topics	(5)
CRJ 299	Independent Study	(5)
Psych 209	Fundamentals of Psychological Research	(5)
Soc 245	Juvenile Delinquency	(5)

Satisfies related instruction requirements.

Note: Students must attain a grade of 2.0 or above in all CRJ classes.

Forensic Technology

Certificate of Proficiency 25 Credits

This short-term certificate will help prepare students for employment with various law enforcement agencies. Forensics or criminalistics is concerned with the recognition, identification, individualization, and evaluation of physical evidence using the methods of the natural sciences. Some of the major areas of specialty may include forensic medicine, toxicology, serology, anthropology, odontology, trace evidence (hair, fibers, glass, etc.), documentary evidence, ballistics, explosives, accelerates, and fingerprint examination.

Contact: Steven M. Christiansen, ext. 4388
schristi@greenriver.edu

Maggie Whetsel, ext. 4389
mwhetsel@greenriver.edu

For more information on forensic technology, e-mail:
forensic-tech@greenriver.edu

Dept./No.	Course Title	Credits
# Bus E 100	Fundamentals of Microcomputer	5
CRJ 100	Introduction to Criminal Justice	5
CRJ 115	Fingerprint Science	5
CRJ 205	Criminal Evidence	5
CRJ 255	Forensics: An Introduction to Criminalistics	5

Suggested Electives:

CRJ 177-179 and	Cooperative Education and	1-5
Coop 171	Work Experience Seminar	1

Note: Students must attain a grade of 2.0 or better in all classes.



Professional/Technical

Geographic Information Systems

Associate in Applied Science Degree 110-112 Credits

The Geographic Information Systems (GIS) program prepares students for employment as GIS technicians. Graduates are employed by a wide variety of government agencies, utilities, and private businesses that operate and maintain GIS facilities.

Green River offers students two programs to reach various career goals.

Students may enroll in:

- A program that results in an Associate in Applied Science degree
- A GIS certificate program

Contact: David Jeschke, ext 4854
djeschke@greenriver.edu

Dept./No.	Course Title	Credits
Core Requirements:		
GIS 101	Careers in Geographic Information Systems	2
GIS 120	Introduction to ArcView	5
GIS 200	GIS Principles & Concepts	5
GIS 201	Introduction to ArcGIS	6
GIS 202	ArcGIS Applications	6
GIS 220	ArcGIS Extensions	4
GIS 250	Spatial Database Design	4
GIS 255	Programming ArcGIS	5
GIS 260	Introduction to Cartography	5
GIS 177-179	GIS Work Experience	8
Additional Program Requirements:		
Bus E 100 or	Fundamentals of Microcomputers or	
Bus E 111 or	Personal Computing or	
Natrs 172	Computer Applications Overview	3-5
Geog 100	Introduction to Cartography	5
Geog 120 or	Introduction to Physical Geography or	5
Natrs 195	Stream & Wetland Ecology	
Natrs 117	Aerial Photography Uses & Ground-Based Mapping	2
Coop 171 or	Work Experience Seminar or	1
Natrs 290	Internship Seminar	
Related Instructions Requirements:		
# Behsc 103	Interpersonal Relations	5
# Engl 102 or	Practical College Writing or	
Engl 110 or	College Writing or	
Engl 113	Writing: Science & Business	5
# Math 102 or	Pre-Calculus 1 or	
Math 116T or	Technical Math 2 or	
Math 156	Finite Math for Business & Social Science	5
# Comm 101 or	Basic Speech Communication or	
Comm 110	Interpersonal Communication	5
Electives: Select at least 12 credits from the following courses:		
Anthr 100	Introduction to Anthropology	5
Bus E 185	Introduction to Microsoft Access	4
D T 100	Introduction CADD/CAM	7
D T 110	Introduction to AutoCAD	4
D T 125	Civil Drafting 1	5
Econ 100	Economic Principles & Applications	5
Env S 204	Natural Science & the Environment	5
G E 106	Introduction to Engineering Problems	3
Geol 101	Physical Geology	5

Math 256	Statistics for Business & Social Science	5
Natrs 100	Introduction to Natural Resources	5
Natrs 182	Aerial Photo Interpretation & Remote Sensing	5
Natrs 197	Wildland Recreation	3
Natrs 285	Forest Protection	5
Phys 101	Concepts of our Physical World	5

Satisfies related instruction requirement.

Geographic Information Systems

Certificate of Proficiency 44 Credits

This certificate program is an intensive 9-12 month program. It is designed for those professionals wishing to enhance their current employment by obtaining GIS skills, or by those anticipating GIS careers in government, industry, utilities, planning, municipal services, health or business.

Contact: David Jeschke, ext. 4854
djeschke@greenriver.edu

Dept./No.	Course Title	Credits
Fall Quarter		
GIS 101	Careers in Geography Information Systems	2
GIS 120	Introduction to ArcView	5
GIS 200	GIS Principles & Concepts	5
Natrs 117	Aerial Photography Uses & Ground-Based Mapping	2
Winter Quarter		
GIS 201	Introduction to ArcGIS	6
GIS 250	Spatial Database Design	4
GIS/Geog 260	Introduction to Cartography	5
Spring Quarter		
GIS 202	ArcGIS Applications	6
GIS 220	ArcGIS Extensions	4
GIS 255	Programming ArcGIS	5
To enhance student's preparation for employment, an internship is highly recommended:		
GIS 177-179	GIS Work Experience	8

Health Services Paraprofessional

Certificate of Proficiency 12 Credits

This twelve-credit certificate course will prepare students for employment in a variety of entry-level healthcare provider and human services positions. These job titles may include but are not limited to: Assisted Living Resident Support Staff; Job Coach/Supervisor; Activities Aide/Assistant; Case Manager; Paraeducator; Family and Community Resource Coordinator; Home Health Aide; Group Home Worker; Therapy Aide; Teen Program Coordinator; Recreation/Playground Assistant and Special Needs Consumer Advocate. In addition to receiving instruction through a lecture/lab format, students will receive job site supervised practical experience. Students will receive help with resume preparation and the job application process.

This certificate does not qualify for financial aid or V.A. funding.



Contact: Center at Kent, (253) 856-9595

Dept./No.	Course Title	Credits
Fall Quarter		
H Hsc 100	Basic Professional Skills for Health Care Providers	3
H Hsc 101	Health Care Skills & Procedures	4
H Hsc 102	Physical Management & Self Care Skills	4
H Hsc 103	Health Services Job Skills Practicum	1

Manufacturing Technology

Associate in Applied Science Degree 106-111 Credits

The Manufacturing Technology program is a two-year Associate in Applied Science degree program designed to prepare students for employment in the metalworking industry.

A graduate of the program will be able to perform simple layout work from a planned sequence of operations, and set up and operate conventional machine tools with a minimum of supervision. More advanced students will have proficiencies in areas of Computerized Numerical Control (C.N.C.) programming and machine operations.

Credit for hours of training is usually granted to those entering an approved apprenticeship program. Entry into the program at any time is possible on a space-available basis with instructor's permission.

Suggested first quarter classes for beginning Manufacturing Technology students are:

- Mach 101
- Acomp 100T
- Mach 167 - Blueprint Reading

Note: Students whose primary language is not English must pass ESL Level 3 before enrolling in the Manufacturing Technology Program

Contact: Charles Lenegar, ext. 4237 Tom Tagliente, ext. 4228
 clenegar@greenriver.edu ttaglien@greenriver.edu

Paul Mueller, ext. 2635
 pmueller@greenriver.edu

Dept./No.	Course Title	Credits
# Acomp 100T	Computation for the Trades	5
# Behsc 103 or Behsc 190 or Bus 166	Interpersonal Relations or Stress Management or Human Relations & Work Readiness	5
# Comm 100 or Comm 101 or Comm 110	Fundamentals of Oral Communication or Basic Speech Communication or Interpersonal Communication	3-5
# Engl 102 or Engl 110 or Engl 111 or Engl 112 or Engl 113	Practical College Writing or College Writing or Writing: Humanities or Writing: Social Sciences or Writing: Science & Business	5
HI Ed 190	Standard First Aid/CPR or possess Current First Aid/CPR card	0-3

Indus 102.1	Welding Survey 1	3
I E 189	Basic Metallurgy	4
Mach 101	Beginning Machining	13
Mach 102	Intermediate Machining	13
Mach 103	Advanced Machining	13
Mach 104	Precision Machining	13
Mach 105	Beginning CNC	13
Mach 167	Blueprint Reading-Machine Shop	3

Select 13 credits from the following options: **13**

Option 1		
† Mach 106 or Mach 178 and Coop 171	Intermediate CNC or CNC Machine Work Experience and Work Experience Seminar	(13) (12) (1)
Option 2		
Mach 109 or Mach 177 and Coop 171	Special Machining Practice or Conventional Machine Work Experience and Work Experience Seminar	(13) (12) (1)

To enhance the learner's preparation for future employment, we recommend the following:

Bus E 111	Personal Computing	3
-----------	--------------------	---

† Students are allowed to substitute Mach 177 and Coop 171 for Mach 109 or Mach 178 and Coop 171 for Mach 106. This substitution is by faculty permission only.

Satisfies related instruction requirements.

Manufacturing Technology

Certificate of Proficiency 44 Credits

Contact: Charles Lenegar, ext. 4237 Tom Tagliente, ext. 4228
 clenegar@greenriver.edu ttaglien@greenriver.edu

Paul Mueller, ext. 2635
 pmueller@greenriver.edu

Dept./No.	Course Title	Credits
Acomp 100T	Computation for the Trades	5
Mach 101	Beginning Machining	13
Mach 102	Intermediate Machining	13
Mach 103	Advanced Machining	10
Mach 167	Blueprint Reading-Machine Shop	3

Suggested first quarter classes for beginning Machine Technology students are:

Acomp 100T	Computation for the Trades	5
Mach 101	Beginning Machining	13
Mach 167	Blueprint Reading-Machine Shop	3



Professional/Technical

Natural Resources

Associate in Applied Science Degree 119 Credits

The Associate in Applied Science degree in Natural Resources prepares graduates to work in a variety of outdoor careers. The growing awareness of water quality, wetland protection, reforestation and environmentally sensitive timber harvest requires the services of technicians with a broad knowledge base. People who are trained to measure and sample the forest, its wildlife, streams and wetlands will enhance their employment opportunities. Wildlife biologists and professional foresters need personnel to efficiently produce accurate data. Park managers need knowledgeable personnel to perform maintenance duties and interpret wild land ecology for the public.

Students may enter these professional/technical programs at the beginning of any quarter:

Natural Resources with specialties in Geographic Information System (GIS), Park Management, and Water Quality.

All courses also apply to the Associate in Arts degree as elective courses and may be transferable to a four-year natural resources program.

Completion of high school algebra and trigonometry courses, or equivalent, is recommended before beginning this program.

Contact: Dick Hopkins, ext. 4509 Rob Sjogren, ext. 4582
dhopkins@greenriver.edu rsjogren@greenriver.edu

Dept./No.	Course Title	Credits
# Engl 110	College Writing	5
Engl 113	Writing: Science & Business	5
# Comm 101	Basic Speech Communication	5
FIRST YEAR		
Fall Quarter		
# Math 115T	Natural Resources Algebra/Trigonometry 1	5
Natrs 100	Introduction to Natural Resources	5
Natrs 172	Computer Applications Overview	3
Natrs 183	Tree & Shrub Identification	5
Winter Quarter		
Natrs 161	Wildlife Habitat Management	5
Natrs 180	Natural Resources Measurements	5
Natrs 195	Stream & Wetland Ecology	5
Natrs 197	Wildland Recreation	3
Spring Quarter		
Natrs 181	Forest Navigation & Mapping	8
Natrs 182	Air Photo Interpretation & Remote Sensing	5
Natrs 184	Shrub & Wildflower Identification	5
P E 113	Group Dynamics Activities (taken concurrently with Natrs 181)	1
SECOND YEAR		
Fall Quarter		
Natrs 285	Forest Protection	5
# Natrs 286	Natural Resources Business Principles	5
Natrs 292	Resource Sampling & Appraisal	8
Winter Quarter		
Geol 101	Physical Geology	5
Natrs 284	Road & Trail Engineering	6
Natrs 290	Internship Seminar	1
Natrs 293	Silvicultural Analysis	5

Spring Quarter

Natrs 294 Natural Resources Internship 14

To enhance the student's preparation for future employment, the following are recommended:

Avia 123	Aviation Weather	5
Bus E 101	Beginning Typing/Keyboarding	5
Fores 114	Chainsaw Operation & Maintenance	1
G E 106	Introduction to Engineering Problems	3
Geog 120	Introduction to Physical Geography	5
GIS 120	Introduction to ArcView	5
GIS 200	GIS Principles & Concepts	5
GIS 201	Introduction to Arc/GIS	6
GIS 220	Arc/GIS Extensions	4
GIS 250	Spatial Database Design	4
GIS 255	Programming Arc/GIS	5
HI Ed 190	Standard First Aid/CPR	3
Indus 090	Technical Skills	3
Natrs 162	Biology & Conservation of Birds	3
Natrs 198-199	Independent Study	1-5
Natrs 297-299	Independent Study	1-5
St Sk 110	College Success Strategies	5

Satisfies related instruction requirements.

Note: Students may enter the Natural Resources program in any quarter. However, most Natural Resources courses are only offered one time each year with the exception of Natrs 100 (offered fall and spring). Correct sequencing is important!

Natural Resources— Geographic Information Systems Option

Associate in Applied Science Degree 103 Credits

Contact: Dick Hopkins, ext. 4509 Rob Sjogren, ext. 4582
dhopkins@greenriver.edu rsjogren@greenriver.edu

Dept./No.	Course Title	Credits
FIRST YEAR		
Fall Quarter		
GIS 120	Introduction to ArcView	5
# Math 115T	Natural Resources Algebra/Trigonometry 1	5
Natrs 100	Introduction to Natural Resources	5
Natrs 172	Computer Applications Overview	3
Winter Quarter		
# Engl 110	College Writing	5
GIS 260	Introduction to Cartography	5
Natrs 180	Natural Resources Measurements	5
Natrs 195	Stream & Wetland Ecology	5
Spring Quarter		
GIS 220	ArcGIS Extensions	4
Natrs 181	Forest Navigation & Mapping	8
Natrs 182	Air Photo Interpretation & Remote Sensing	5
P E 113	Group Dynamics Activities	1
SECOND YEAR		
Fall Quarter		
Natrs 285	Forest Protection	5
# Natrs 286	Natural Resources Business Principles	5
Natrs 292	Resource Sampling & Appraisal	8



Winter Quarter

# Comm 101	Basic Speech Communication	5
# Engl 113	Writing: Science & Business	5
GIS 250	Spatial Database Design	4
Natrs 290	Internship Seminar	1

Spring Quarter

Natrs 294	Natural Resources Internship	14
-----------	------------------------------	----

To enhance the student's preparation for future employment, the following are recommended:

Bus E 101	Beginning Typing/Keyboarding	5
Fores 114	Chainsaw Operation & Maintenance	1
Natrs 198, 199 or Natrs 297-299	Independent Study	1-5
Geog 120	Introduction to Physical Geography	5
HI Ed 190	Standard First Aid/CPR	3
Indus 090	Technical Skills	3
St Sk 110	College Success Strategies	5

Satisfies related instruction requirements.

Spring Quarter

Natrs 294	Natural Resources Internship	14
-----------	------------------------------	----

To enhance the student's preparation for future employment, the following are recommended:

Bus E 101	Beginning Typing/Keyboarding	5
Fores 114	Chainsaw Operation & Maintenance	1
Geog 120	Introduction to Physical Geography	5
Geol 200	Geology of National Parks	5
Geol 208	Geology of the Northwest	5
HI Ed 190	Standard First Aid/CPR	3
Indus 080	Technical Skills	3
Natrs 198-199	Independent Study	1-5
Natrs 292	Resource Sampling & Appraisal	8
Natrs 297-299	Independent Study	1-5
St Sk 110	College Success Strategies	5
Other	Small Engine Repair, Basic Carpentry, Plumbing, Wiring	

Satisfies related instruction requirements.

Note: Students may enter the Natural Resources program in any quarter. However, all Natural Resources courses are only offered one time each year with the exception of Natrs 100 (offered fall and spring), and Natrs 183/184/195 which are offered as summer field courses. Correct sequencing is important!

Note: Substitutions of required courses may be made with the department's prior approval when it is agreed that the student's suitability for employment will be enhanced. Examples include courses involving small engine repair, basic carpentry, plumbing or wiring.

Natural Resources– Park Management

Associate in Applied Science Degree
116 Credits

Contact: Dick Hopkins, ext. 4509 Rob Sjogren, ext. 4582
dhopkins@greenriver.edu rsjogren@greenriver.edu

Dept./No.	Course Title	Credits
# Engl 110	College Writing	5
Engl 113	Writing: Science & Business	5
# Comm 101	Basic Speech Communication	5
FIRST YEAR		
Fall Quarter		
# Math 115T	Natural Resources Algebra/Trigonometry 1	5
Natrs 100	Introduction to Natural Resources	5
Natrs 172	Computer Applications Overview	3
Natrs 183	Tree & Shrub Identification	5
Winter Quarter		
Natrs 161	Wildlife Habitat Management	5
Natrs 180	Natural Resources Measurements	5
Natrs 195	Stream & Wetland Ecology	5
Natrs 197	Wildland Recreation	3
Spring Quarter		
Natrs 181	Forest Navigation & Mapping	8
Natrs 182	Air Photo Interpretation & Remote Sensing	5
Natrs 184	Shrub & Wildflower Identification	5
P E 113	Group Dynamics Activities (taken concurrently with Natrs 181)	1
SECOND YEAR		
Fall Quarter		
Geol 101	Physical Geology	5
Natrs 285	Forest Protection	5
# Natrs 286 or Behsc 103	Natural Resources Business Principles or Interpersonal Relations	5
Winter Quarter		
Natrs 284	Road & Trail Engineering	6
Natrs 290	Internship Seminar	1
Natrs 293	Silvicultural Analysis	5
Soc 110	Survey of Sociology	5

Natural Resources– Water Quality

Associate in Applied Science Degree
119 Credits

Contact: Dick Hopkins, ext. 4509 Rob Sjogren, ext. 4582
dhopkins@greenriver.edu rsjogren@greenriver.edu

Dept./No.	Course Title	Credits
FIRST YEAR		
# Engl 110	College Writing	5
Engl 113	Writing: Science & Business	5
Fall Quarter		
# Math 115T	Natural Resources Algebra/Trigonometry 1	5
Natrs 100	Introduction to Natural Resources	5
Natrs 172	Computer Applications Overview	3
Natrs 183	Tree & Shrub Identification	5
Winter Quarter		
Chem 101	Survey of General Chemistry	5
Natrs 161	Wildlife Habitat Management	5
Natrs 180	Natural Resources Measurements	5
Natrs 195	Stream & Wetland Ecology	5
Spring Quarter		
Natrs 181	Forest Navigation & Mapping	8
Natrs 182	Air Photo Interpretation & Remote Sensing	5
Natrs 184	Shrub & Wildflower Identification	5
P E 113	Group Dynamics Activities	1



Professional/Technical

SECOND YEAR

Fall Quarter

Biol 201	General Biology	6
Natrs 285	Forest Protection	5
# Natrs 286	Natural Resources Business Principles	6

Winter Quarter

# Comm 101	Basic Speech Communication	5
Geol 101	Physical Geology	5
Natrs 290	Internship Seminar	1
Natrs 293	Silvicultural Analysis	5

Spring Quarter

Chem 102	Survey of Organic Chemistry & Biochemistry	5
Natrs 294	Natural Resources Internship	14

To enhance the student's preparation for future employment, the following are recommended:

Any course	Biology, Chemistry, Geology	5
Any course	GIS	3-8
Avia 123	Aviation Weather	5
Bus E 101	Beginning Typing/Keyboarding	5
Fores 114	Chainsaw Operation & Maintenance	1
Geog 120	Introduction to Physical Geography	5
GIS 120	Introduction to ArcView	5
HI Ed 190	Standard First Aid/CPR	3
Indus 090	Technical Skills	3
Natrs 162	Biology & Conservation of Birds	3
Natrs 198-199	Independent Study	1-5
Natrs 284	Road & Trail Engineering	6
Natrs 292	Resource Sampling & Appraisal	8
Natrs 297-299	Independent Study	1-5
St Sk 110	College Success Strategies	5
Other	Small Engine Repair, Basic Carpentry, Plumbing, Wiring	

Satisfies related instruction requirements.

Note: Students may enter the Natural Resources program in any quarter. However, many classes are only offered one time each year. Correct sequencing is important!

Nursing- Nurse Assistant Certificate of Proficiency 33 Credits

Contact: Julia Short, ext. 4210
jshort@greenriver.edu

Dept./No.	Course Title	Credits
Fall Quarter		
Engl 108	Medical Terminology	2
Nurse 100	Nutrition	3
Nurse 104	Nursing 1 - Fundamentals	6
Nurse 105	Community Lab 1	4
Nurse 106	Nursing 2	8
Nurse 107	Nursing 2 - Community Lab 2	7
Nurse 116	Nursing Issues & Delivery Systems	3

Nursing- Practical Nursing

Certificate 106-111 Credits

The Practical Nursing program prepares a student to provide safe and efficient nursing care. Health facilities such as hospitals, nursing homes, clinics and public health nursing services employ practical nurses under the supervision of a registered nurse or physician.

A multimedia system of individualized instruction, offering stated objectives with a wide range of learning experiences to accomplish each objective is provided.

The Practical Nursing program is a 106 to 111-credit program in which students must demonstrate academic proficiency by completing basic curriculum requirements prior to entry into the core sequence of nursing classes. A high school diploma or GED is required, and a physical exam is required after entrance into the core program. A minimum grade of 2.3 is required in each nursing and supporting course. Evidence of academic proficiency is established by completion of each of the following curriculum requirements with a 2.3 grade or better.

The following courses are required prior to entry into the Practical Nursing program:

- AP 103 and 104, or 205 and 206 (10 credits);
- Read 094 or 104, Reading Mastery (5 credits), or college-level reading ability as measured by COMPASS assessment;
- Engl 108, Medical Terminology (2 credits). Placement into Engl 108 is based upon a spelling placement test* or completion of English 090, Spelling Improvement; and
- Acomp 100N, Computation for Practical Nurses (3 credits). Placement into Acomp 100N is based on an appropriate COMPASS score or by completion of Math 062 (5 credits).

It is recommended that the remaining curriculum requirements also be taken prior to entry into the core coursework; however, a student may choose to enroll in these courses later in the program:

- Communication (5 credits). Choose from Comm 100, 101, 110, or 234
- English Composition (5 credits). Choose from Engl 102, 110, 111, 112, or 113.

The student is expected to provide his/her own transportation to off-site clinical facilities. In addition to paying for tuition and books, the student is required to purchase a uniform, pin, white shoes, watch, bandage, scissors, and liability insurance. For additional information about a required nursing orientation and the application procedure, contact the Health Science curriculum advisor in Educational Planning, at ext. 2639.

Upon successful completion of the required credits, the student will earn a certificate in Practical Nursing. The graduate will be eligible to take the licensing examination and upon passing, practice as a Licensed Practical Nurse. Application for LPN licensure asks information regarding legal convictions, and drug/alcohol and addiction conditions that may inhibit nursing practice. For additional questions on this issue, contact the Washington State Nursing Care Quality Assurance Commission. The program is fully accredited by the Washington State Nursing Care Quality Assurance Commission and the Northwest Association of Schools and Colleges.



Contact: Julia Short, ext. 4210 Krystal Rush, ext. 2639
 jshort@greenriver.edu krush@greenriver.edu

Nursing– Workfirst Nursing Assistant

Certificate of Proficiency
20-28 Credits

This certificate is for Workfirst students only.

This certificate does not qualify for financial aid or V.A. funding.

Contact: Carmen Hunt, ext. 4943
 chunt@greenriver.edu

Dept./No.	Course Title	Credits
Fall Quarter		
* Nurse 100	Nutrition	3
Nurse 101	Introduction to Computers in Nursing	1
Nurse 102	Introduction to Clinical Pharmacology in Nursing	3
Nurse 104	Nursing 1 - Fundamentals	6
Nurse 105	Community Lab 1	4
# Nurse 116	Nursing Issues & Delivery Systems	3
Nurse 119	Nursing Process Reports I	1
Winter Quarter		
Nurse 103	Drug Therapy & the Nursing Process	2
Nurse 106	Nursing 2	8
Nurse 107	Nursing 2 Community Lab 2	8
Nurse 108	Introduction to Computer Case Studies in Nursing	2
Nurse 120	Nursing Process Reports 2	1
Spring Quarter		
H Sci 150	Human Life Span, Growth & Development	5
Nurse 109	Nursing 3 Community Lab 3	8
Nurse 110	Nursing 3	8
# Nurse 117	Nursing Care Management & Concept Development	2
Nurse 118	Advanced Computer Case Studies in Nursing	1
Nurse 121	Nursing Process Reports 3	1
Summer Quarter		
# Nurse 112	Nursing 4	6
Nurse 113	Nursing 4 Community Lab 4	6
Nurse 114	Principles & Practices of Intravenous Therapy	2
Curriculum Requirements		
# Acomp 100N	Computation for Practical Nursing	3
AP 103 and 104 or	Essentials of Human Anatomy & Physiology 1 and 2 or	
AP 205 and 206	Human Anatomy & Physiology 1 and 2	10
# Comm 100 or	Fundamentals of Oral Communication or	
Comm 101 or	Basic Speech Communication or	
Comm 110 or	Interpersonal Communication or	
Comm 234	Small Group Leadership & Discussion	5
# Engl 102 or	Practical College Writing or	
Engl 110 or	College Writing or	
Engl 111 or	Writing: Humanities or	
Engl 112 or	Writing: Social Sciences or	
Engl 113	Writing: Science & Business	5
Engl 108	Medical Terminology	2
Read 094	Reading Improvement	0-5

* May be taken prior to entrance into the Practical Nursing Program

Satisfies related instruction requirements.

Dept/Div	Course Title	Credits
	Eligible for Engl 090	0-3
	Eligible for Read 094	0-5
Nrs A 100	Introduction to Nursing Care Studies I	2
Nrs A 102	Nurse Assistant Theory 1	3
Nrs A 103	Nurse Assistant 1 Skills	2

Dept/Div	Course Title	Credits
Quarter 2		
AP 100	Survey of Human Anatomy & Physiology	5
Engl 108	Medical Terminology	2
Nrs A 101	Introduction to Nursing Care Studies 2	1
Nrs A 104	Nurse Assistant Theory 2	2
Nrs A 105	Nurse Assistant 2 Skills	3

Other requirements include:

Washington State Patrol Clearance check
 C.P.R.

Food Handler's Permit

Uniform Station: gait belt, dictionary, safety pins, watch with second hand

Occupational Therapy Assistant

Associate in Applied Science Degree
114-122 Credits

Occupational therapy is a health discipline that provides services to people whose lives have been disrupted by physical injury, illness, and developmental, psychosocial, or aging-related problems. "Occupational" in this sense does not necessarily refer to a person's employment. Instead, it means therapy that enables a person to gain the function necessary to perform day-to-day work, self-care and leisure activities as related to one's roles. Occupational therapy assistants are often part of a health team that not only includes an occupational therapist but may also include physicians, nurses, social workers, teachers, physical therapists and other specialists. Besides preparing to become occupational therapy assistants, students in this program learn many skills that will serve in other helping careers.

Occupational therapy assistants are employed at public schools, long-term care centers, hospitals, rehabilitation centers and geriatric day centers to name a few. Assistants work under the supervision and consultation of an occupational therapist to provide patient treatments. They also provide assistance with patient assessments.

The Occupational Therapy Assistant program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), located at 4720 Montgomery Lane, P. O. Box 31220, Bethesda, MD 20824-1220. AOTA's phone number is (301) 652-AOTA. Graduates of the program will be able to sit for the national certification examination for occupational therapy assistants administered by the National Board for Certification of



Professional/Technical

Occupational Therapy (NBCOT) located at 800 South Frederick Avenue, Suite 200, Gaithersburg, MD 20877-4150. After successful completion of this examination, the graduate will be a Certified Occupational Therapy Assistant (COTA). Washington state requires licensure in order to practice.

Felony convictions may affect a graduate's ability to sit for the NBCOT certification examination and attain state licensure. NBCOT offers an Early Determination Review to individuals who (1) have been charged with or convicted of a felony, (2) have had any professional license, registration or certification revoked, suspended or subject to probationary conditions by a regulatory authority or certification board, and/or (3) have been found by any court, administrative or disciplinary proceeding to have committed negligence, malpractice, recklessness or willful or intentional misconduct which resulted in harm to another.

An individual who is considering entering the Green River Community College Occupational Therapy Assistant program, or has already entered the program but is not yet eligible to apply for the certification examination, may have his/her character information reviewed prior to actually applying for the examination by requesting the review. The fee for the review is \$100; a payment form can be found on NBCOT's Web site - www.nbcot.org - under "Forms".

New students are admitted once a year. Level 2 fieldwork requirements must be completed within 18 months of academic courses.

Admission Requirements

Students may enroll in the Occupational Therapy Assistant (OTA) program at the beginning of fall quarter. Green River begins accepting applications for fall quarter admission on December 1. Interested applicants should contact a program advisor prior to that date.

The Occupational Therapy Assistant program has specific admission requirements. Admission to the program is based on a first come, first served basis as determined by the date of formal submittal by the applicant of the program application. Upon receipt of the applications, students are placed on an acceptance list contingent on completion of the following by fall quarter.

Each student must complete the following:

1. Schedule an interview with a faculty advisor concerning:
 - A. Familiarity with the Occupational Therapy profession
 - B. Physical and psychological requirements for success in the program and profession
 - C. Employment potential upon completion of the program
 - D. Obtaining official program application
2. At the time of the interview, submit a handwritten statement to the faculty advisor describing applicant's interest and knowledge in the field.
3. Submit evidence of academic preparation. This may be ONE of the following:
 - A. High school college preparatory curriculum that includes the following:
 1. 4 semester credits of science
 2. 4 semester credits of mathematics

3. 6 semester credits of English (preferably writing and composition)
4. 6 semester credits of social science
5. graduation GPA of 3.0 or above, 2.5 GPA in each of the areas above.

Note: To be considered with high school grades only, the applicant must have graduated within the past three years.

- B. Completion of the following college-level courses with a 2.5 grade or better.

1. Lab science (5 quarter credits). Must have been taken within the last 5 years. Recommended: anatomy-physiology, biology or chemistry. Other lab science courses will be considered.
2. English writing and composition course (3-quarter credits)
3. Social science or humanities course (3-quarter credits). Must have been taken within the last 8 years.

Starting Fall Quarter 2006, 10 quarter credits of anatomy-physiology will be a required prerequisite.

- C. In some circumstances, standardized test scores will be considered as part of the admission process.

If space permits, students may opt to complete the OTA program on a part-time basis over the course of 10 quarters. In this case students will follow a prescribed course sequence as directed by the OTA Program advisor.

Contact: Noel Hepler, ext.4341 Sherri Olsen, ext. 4319
 nhepler@greenriver.edu solsen@greenriver.edu

Krystal Rush, ext. 2639
 krush@greenriver.edu

Dept./No.	Course Title	Credits
Core Courses		
First Quarter		
AP 103 or	Essentials of Human Anatomy & Physiology 1 or	
AP 205	Human Anatomy & Physiology 1	5
H Sci 150	Human Life Span Growth & Development	5
O T 100	Introduction to Occupational Therapy	3
O T 110	Occupational Therapy Principles	4
Second Quarter		
AP 104 or	Essentials of Human Anatomy & Physiology 2 or	
AP 206	Human Anatomy & Physiology 2	5
HSCI 104	Fundamentals of Gerontology	4
O T 102	Physical Disabilities 1	4
O T 109	Developmental Disabilities	4
Third Quarter		
O T 105	Application of Occupational Therapy 1	2
O T 106	Professional Advocacy Experience	1
O T 108	Psychosocial Dysfunction	5
O T 115	Therapeutic Activities 1	3
O T 116	Physical Disabilities 2	5
Fourth Quarter		
# O T 202	Ethics, Values & Responsibility in Health Care	3
O T 204	Application of Activities	5
O T 206	Application of Occupational Therapy 2	2
O T 215	Work Place Issues	3



Fifth Quarter		
O T 207	Application of Occupational Therapy 3	2
O T 210	Therapeutic Adaptations	3
O T 211	Pre-Fieldwork Experience Seminar	2
O T 212	Therapeutic Activities 2	3
O T 220	Therapeutic Group Leadership	2
Six Quarter		
# O T 250	Fieldwork Experience 1	12
Seventh Quarter		
# O T 251	Fieldwork Experience 2	12
Required Supporting Course:		
* Computers	Any computer course	0-3
# Engl 102 or Engl 110	Practical College Writing or College Writing	5
# Comm 100 or Comm 101 or Comm 110 or Comm 180 or Comm 234	Fundamentals of Oral Communication or Basic Speech Communication or Interpersonal Communication or Communication Skills for Teachers & Trainers or Small Group Leadership & Discussion	5
# Math 102 or Acomp or † Bus E 110 or B A 145	Pre-Calculus 1 or Eligible for Math 104 or Any Acomp or Math course 100 or above or Business Math Applications or Business Computation	0-5
One of the following is required:		
Ames 100	Introduction to Ethnic & Minority Studies	5
Anthr 100 or Anthr 202	Introduction to Anthropology or Cultural Anthropology	5
Anthr 205	Introduction to Medical Anthropology	5
Engl 112 or Engl 160	Writing: Social Sciences or Literature By & About Women	5
Geog 108 or Geog 200	Introduction to Human Geography or World Regional Geography	5
Human 110	Background for the Humanities	5
Phil 102 or Phil 110	Contemporary Moral Problems or Social & Political Philosophy	5
Soc 110	Survey of Sociology	5
Electives: (Instructor's permission required)		
Art 114	Pottery	5
Art 105	Drawing	5
Behsc 190	Stress Management	5
Bus 116	Professional Leadership Development	5
Dance 101	Introduction to Dance	3
Nurse 100	Nutrition	3
O T 194	Special Topics	1-2
O T 198	Independent Study	1
Soc 201	Social Problems	5

Satisfies related instruction requirements.

† Bus E 110 is a variable credit class (1-5 credits), students must take a minimum of 3 credits to satisfy the related instruction requirements.

* May be waived by program advisor upon demonstration of computer competency.

Physical Therapist Assistant

Associate in Applied Science Degree
106-111 Credits

This program awards an Associate in Applied Science degree and is accredited by the Commission on Accreditation in Physical Therapy Education. Once students begin PT classes, they typically complete the program in two years with 106-111 credits, depending on previous college work. Graduates are prepared to work as Physical Therapist Assistants. The Physical Therapist Assistant, under the supervision of a licensed physical therapist, treats individuals with physical disabilities to relieve pain and restore function. Physical therapist assistants work in hospitals, rehabilitation centers, school systems, private physical therapy practices, home health care agencies and sports medicine facilities.

Students must complete the following admissions prerequisites in order to apply for the Physical Therapist Assistant program. Please contact the PTA Admissions Coordinator at ext. 2639, for specific information. Requirements are subject to change.

Application Requirements:

Students applying to the PTA program must have the following:

1. A minimum college grade point average of 2.5 (possible 4.0)
2. At least 15 quarter credits of graded college level work
3. Demonstration of math competence by:
 - COMPASS score showing placement into Math 072 or higher; or
 - Completion of Math 070 or higher with a grade of 2.0 or better; or
 - Completion of Math supporting course requirements with a grade of 2.0 or better
4. Demonstration of English competence by:
 - COMPASS score showing placement into English 110; or
 - Completion of English 100, 102, or 110 with a grade of 2.0 or better
5. A plan for completion of required supporting courses prior to the beginning of the program.

Students who satisfy the above requirements will be selected based on academic preparation, COMPASS scores, GPA, and familiarity or experience with physical therapy or closely related field. Qualified applicants who have not completed related instruction requirements may be accepted on a provisional basis until these requirements are completed with a 2.0 or better grade and an overall GPA of 2.5 or higher. Such students should have a plan for the completion of related instruction requirements.

All college admission requirements must also be met prior to entry. PTA program admission requirements are subject to change.

In addition to paying the usual tuition and fees charged at Green River, the student is also required to purchase liability insurance and personal health insurance. The student is expected to provide his/her own transportation to clinical off-site facilities.

The Physical Therapist Assistant courses must be taken in sequence. Related Instruction requirements should be taken prior to entry to the program.



Professional/Technical

Students who wish to pursue a professional physical therapy program should NOT enroll in GRCC's Physical Therapist Assistant program. Transfer of professional/technical coursework is limited.

Contact: Barbara Brucker, ext. 4343 Krystal Rush, ext. 2639
 bbrucker@greenriver.edu krush@greenriver.edu

Dept./No.	Course Title	Credits
FIRST YEAR		
Fall Quarter		
H Sci 102	Applied Anatomy	3
H Sci 102L	Applied Anatomy Lab	2
P T 101	Introduction to Physical Therapy	3
P T 102	Therapeutic Interaction in Health Care	2
P T 105	Patient Care Skills	3
Winter Quarter		
H Sci 150	Human Life Span, Growth & Development	5
P T 110	Principles of Physical Therapy Agents 1	2
P T 110L	Principles of Physical Therapy Agents 1 Lab	3
P T 270	Survey of Pathophysiology	5
Spring Quarter		
H Sci 101	Introduction to Neuroanatomy & Neurology	3
P T 111	Principles of Physical Therapy Agents 2	3
P T 111L	Principles of Physical Therapy Agents 2 Lab	3
P T 113	Posture & Movement	3
P T 113L	Posture & Movement Lab	1
P T 114	Tests & Measurements	2
P T 151	Clinical Preparation	1
SECOND YEAR		
Fall Quarter		
P T 112	Physical Restoration	2
P T 210	Therapeutic Exercise	3
P T 210L	Therapeutic Exercise Lab	2

P T 212	Physical Therapy Special Topics	2
P T 212L	Physical Therapy Special Topics Lab	1
P T 251	Clinical Experience 1	2

Winter Quarter		
P T 201	Issues in Health Care	3
P T 211	Advanced Rehabilitation Procedures	4
P T 211L	Advanced Procedures Lab	2
P T 213	Orthopedic Therapy	3
P T 213L	Orthopedic Therapy Lab	2
P T 252	Clinical Experience 2	2

Spring Quarter		
P T 253	Clinical Affiliation	14
Required supporting courses:		
* AP 103 and	Essentials Human Anatomy & Physiology 1 and	
AP 104	Essentials Human Anatomy & Physiology 2	10
# Comm 100 or	Fundamentals of Oral Communication or	
Comm 101 or	Basic Speech Communication or	
Comm 110 or	Interpersonal Communication or	
Comm 234	Small Group Leadership & Discussion	5
# Engl 102 or	Practical College Writing or	
Engl 110 or	College Writing or	
Engl 111 or	Writing: Humanities or	
Engl 112 or	Writing: Social Sciences or	
Engl 113	Writing: Science & Business	5
# Math 102 or	Pre-Calculus 1 or Eligible for Math 104 or	
Acomp or	Any Acomp or Math course 100 or above or	
Bus E 110 or	Business Math Applications or	
B A 145	Basic Business Math	0-5

* Must be taken prior to entry into PTA program.

† Bus E 110 is a variable credit class (1-5 credits), students must take a minimum of 3 credits to satisfy the related instruction requirements.

Satisfies related instruction requirement, complete prior to entry into the program or during summer quarter.





ASSOCIATE IN APPLIED ARTS–PROFESSIONAL TECHNICAL STUDIES (AAA-PTS) AND ASSOCIATE IN APPLIED SCIENCE–PROFESSIONAL TECHNICAL STUDIES (AAS-PTS)

Minimum 101 credits

These degrees are intended to provide flexibility for students with specific needs not met by other AAA and AAS degrees. Under the guidance of a faculty member in one of the disciplines of interest, a student may combine requirements from two or three professional and technical disciplines to create a “customized” program. It is strongly recommended that students develop an advisory relationship with a faculty member from one of the disciplines to be included in the degree early in the process. A written contract between student and advisor is required.

Contact: Susan Davis, Division Chair - Business, ext. 4374
sdavis@greenriver.edu

Leslie Kessler, Division Chair - Health Science & Family Studies, ext. 4555
lkessler@greenriver.edu

Jeff McCauley, Division Chair - Technology, Ext 4326
jmccaule@greenriver.edu

Mark Milbauer, Division Chair - Trades, Ext 4285
mmilbaue@greenriver.edu

The following guidelines provide specific information about how this degree may be developed.

Degree requirements include:

- A. Complete a minimum of 101 credits
- B. 75 credits from two or three Professional/Technical programs
- C. 40 credits in area of concentration, 10 of which must be work-based
- D. Minimum of 5 credits of basic computer skills
Bus E 100, 112, 162, 185
- E. Minimum of 5 credits of diversity/global awareness
- F. Earn a minimum grade point average of 2.0
- G. Complete a minimum of 24 credits, including the last quarter of residence, at Green River
- H. No more than 25% of required credits may be earned on a pass/no-credit basis

I. RELATED INSTRUCTION

1. COMMUNICATION

A. Writing

The student will earn a minimum of three credits* from the following: English 102, 110, 111, 112, or 113.

** Although three credits are the minimum requirement, most communication courses are offered at five credits.*

or

Business Education 130 for the following business-related degrees and certificates:

Degrees:	Certificates:
Accounting Technician Administrative Assistant Business Management Business Management– International Business Business Management– Marketing & Sales Computer Applications Specialist Computer Reporting Technologies– Court Reporting Computer Reporting Technologies– Captioning Legal Administrative Assistant Medical Office Assistant	Administrative Assistant Computer Application Specialist

or

Advanced placement 3 (AP3):	Waiver from writing requirement; no credit granted.
Advanced placement 4 (AP4):	Waiver from writing requirement and 5 credits granted for college-level writing
Advanced placement 5 (AP5):	Waiver from writing requirement and 10 credits granted for college-level writing

B. Oral

The student will earn a minimum of three credits* from the following: Communication 100, 101, 110, 180, 234.

** Although three credits are the minimum requirement, most Communication courses are offered at five credits.*

2. COMPUTATION

Students pursuing degrees or certificates in programs without a specified computation or math course may satisfy this requirement by one of the following:

- A. The student will earn a minimum of three credits* from a mathematics course numbered 100 or above (excluding co-op math courses).

** Although three credits are the minimum requirement, most courses that meet this requirement are offered at five credits.*

- B. Achieve a COMPASS score sufficient for eligibility for Math 104 or higher.

or



Professional/Technical

Advanced placement 3 or 4 (AP3 or AP4)	Waiver from computation requirement (AP3 or AP4) on the AB and 5 credits granted for Math 124 examination
Advanced placement 5 (AP5)	Waiver from computation requirement on the AB examination and 10 credits granted for Math 124 and Math 125
Advanced placement 3 (AP3)	Waiver from computation requirement on the BC examination and 5 credits granted for Math 124
Advanced placement 4 or 5 (AP4 or AP5)	Waiver from computation requirement (AP4 or AP5) on the BC examination and 10 credits granted for Math 124 and Math 125

- C. Business Education 110 and Business Administration 145 for the following business related degrees and certificates:

Degrees:	Certificate
Accounting Technician Administrative Assistant Business Management– International Business Business Management– Marketing & Sales Computer Applications Specialist Computer Reporting Technologies– Court Reporting Computer Reporting Technologies– Captioning Legal Administrative Assistant Medical Office Assistant	Administrative Assistant Computer Application Specialist

- D. Acomp 100N for Practical Nursing Certificate.
E. Acomp 100T for Trades degrees.

3. HUMAN RELATIONS

The student will participate in a minimum of three credits* or 33 hours of course work in which personal quality foundation skills and interpersonal workplace competencies are taught and practiced. These qualities and competencies are identified in the U.S. Department of Labor Secretary's Commission on Achieving Necessary Skills (SCANS). They include, but are not limited to the following: demonstrates responsibility, self-worth, sociability in groups, self-management and integrity/honesty; participates as a team member; helps others; exhibits leadership; negotiates agreement; and develops an appreciation of socio-cultural differences while respecting the rights of others.

The student's Human Relations requirement is met if at least 80% of the SCANS attributes (as mentioned above) are embedded into a course or courses that are part of their professional or technical program (see program requirements). If not embedded, the student will earn a minimum of three credits from the following courses:

Behsc 103, 190
Bus 166
Comm 100, 101, 110, 234

* Although three credits is the minimum requirement, most of these courses are offered at five credits.





Water Supply and Wastewater Technology

Water Supply Technology and Wastewater Technology Programs at Green River Community College prepare students for entry-level employment as water supply or wastewater technicians. Professionals in these fields make daily decisions that protect public health and the environment. Graduates are employed by those who operate and maintain water treatment, water distribution, wastewater collection and/or wastewater treatment systems; primarily municipalities such as water and/or sewer districts, counties, cities, towns, states and some federal agencies. Private water/wastewater systems and industries that operate their own facilities may also employ graduates.

Public water supply technicians are responsible for purification and distribution of drinking water that is taken from a natural source and made available for public consumption. There are two major careers in this field:

- A water treatment operator operates and maintains drinking water purification plants. Duties include maintenance of equipment including pumps, valves and mechanical devices; conducting chemical analyses of water to assess the effectiveness of the treatment process; and maintaining related treatment records.
- A water distribution technician is responsible for seeing that treated drinking water is distributed to where it will be used by the public, by industry and for fire fighting. Drinking water reaches its destination through a broad network of underground pipes under cities and towns. Additional responsibilities include installation, maintenance and repair of this underground equipment.

Wastewater technologists are responsible for the operation and maintenance of wastewater collection systems and/or wastewater treatment plants - facilities where wastes are removed to make water suitable for return to the environment. There are two major careers in this field:

- A wastewater collection system technician operates and maintains wastewater pumping stations and inspects, maintains and repairs underground pipelines that carry wastewater to treatment plants. They utilize specialized equipment including high pressure pipeline cleaning machinery and closed-circuit television pipeline inspection devices.
- Wastewater treatment operators monitor, operate and maintain treatment plant equipment, perform laboratory analyses of wastewater, and utilize a variety of information to control the wastewater treatment process. Maintenance of equipment including pumps, valves and mechanical drivers is also included in operator responsibilities. Generating written reports and maintaining records is also important.

Graduates must be physically able to perform the work required to gain employment in the field. Entry-level positions include a significant amount of strenuous physical activity including lifting, digging, squatting, and reaching. Workers regularly utilize hazardous chemicals, including chlorine, and are exposed to hazardous situations including confined space entry, excavations, and traffic. Wastewater technicians are exposed to human and industrial wastes. Graduates should be capable of working independently as well as with others on teams.

Wastewater Technology

Associate in Applied Science Degree 90 Credits

This degree is designed to prepare graduates for positions in municipal wastewater collection systems and treatment facilities. Along with appropriate operating experience, this degree provides a foundation for positions with responsibilities beyond the entry level. The requirements build on those for the Municipal Wastewater Treatment Technology Certificate of Proficiency, which should generally be completed first.

Contact: Mary Jo Adams, ext 4367
madams@greenriver.edu

Dept./No.	Course Title	Credits
# Behsc 103 or Bus 166	Interpersonal Relations or Human Resources & Work Readiness	5
Biol 100 or Env S 204	Introductory Biology or Natural Science & the Environment	5
Bus E 100 or Bus E 112 or Bus E 118 or Bus E 150 or Bus E 184	Fundamentals of Microcomputers or Beginning Word for Windows or Basics for Online Education or Introduction to Windows or Internet & Basic Web Design	5
Chem 140 Chem 150	General Chemistry General Chemistry	6 6
# Comm 100 or Comm 101 or Comm 110 or Comm 234	Fundamentals of Oral Communication or Basic Speech Communication or Interpersonal Communication or Small Group Leadership & Discussion	5 5 5 5
# Engl 110 Engl 113	College English Writing: Science & Business	5 5
# Math 102 or Math 107	Pre-Calculus 1 or Contemporary Mathematics	5 5
Wtech 181 Wtech 182 Wtech 183 Wtech 184 Wtech 187 Wtech 188 Wtech 191	Water Hydraulics Pumps & Pumping Systems Utility Worker Safety Disinfection & Chemical Feed Systems Drawings & Manuals Water & Wastewater Electrical Pre-Employment Seminar	3 3 3 3 3 3 3
WWT 177 WWT 180 WWT 185 WWT 186 WWT 188	Wastewater Co-op Wastewater Collection Municipal Wastewater Treatment 1 Municipal Wastewater Treatment 2 Wastewater Laboratory	11 3 3 3 2

Satisfies related instruction requirement.



Professional/Technical

Municipal Wastewater Treatment Technology

**Certificate of Proficiency
31-41 Credits**

This certificate is intended to prepare graduates for entry-level positions in municipal wastewater treatment facilities. The program is designed for a fall quarter start, depending upon student composition, computation and computing skills; please contact an advisor for skill assessment information.

Contact: Mary Jo Adams, ext 4367
madams@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 100 or Bus E 112 or Bus E 118 or Bus E 150 or Bus E 184	Fundamentals of Microcomputers or Beginning Word for Windows or Basics for Online Education or Introduction to Windows or Internet & Basic Web Design	5
* Engl 081	Fundamentals of Written Communication	0-5
** Math 072	Elementary Algebra	0-5
Wtech 181	Water Hydraulics	3
Wtech 182	Pumps & Pumping Systems	3
Wtech 183	Utility Worker Safety	3
Wtech 184	Disinfection & Chemical Feed Systems	3
Wtech 187	Drawings & Manuals	3
Wtech 188	Water & Wastewater Electrical	3
WWT 185	Municipal Wastewater Treatment 1	3
WWT 186	Municipal Wastewater Treatment 2	3
WST 188	Wastewater Laboratory	2

* Not required if eligible for Engl 100 or higher.

** Not required if eligible for Math 097 or higher.

Wastewater Collection Technology

**Certificate of Proficiency
20-30 Credits**

This certificate is intended to prepare graduates for entry-level positions operating and maintaining municipal wastewater collection systems. This program is designed for a fall quarter start, depending upon student composition, computation and computing skills; please contact an advisor for skills assessment information.

Contact: Mary Jo Adams, ext. 4367
madams@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 100 or Bus E 112 or Bus E 118 or Bus E 150 or Bus E 184	Fundamentals of Microcomputers or Beginning Word for Windows or Basics for Online Education or Introduction to Windows or Internet & Basic Web Design	5
* Engl 081	Fundamentals of Written Communication	0-5
** Math 072	Elementary Algebra	0-5
Wtech 182	Pumps & Pumping Systems	3
Wtech 183	Utility Worker Safety	3
Wtech 187	Drawings & Manuals	3
Wtech 188	Water & Wastewater Electrical	3
WWT 180	Wastewater Collection	3

* Not required if eligible for Engl 100 or higher.

** Not required if eligible for Math 097 or higher.





Water Supply Technology

Associate in Applied Science Degree
90 Credits

This degree is designed to prepare graduates for positions in municipal drinking water distribution and treatment facilities. Along with appropriate operating experience, this degree provides a foundation for positions with responsibilities beyond the entry level. The requirements build on those for the Water Distribution Technology Certificate of Proficiency, which should generally be completed first.

Contact: Mary Jo Adams, ext. 4367
madams@greenriver.edu

Dept./No.	Course Title	Credits
# Behsc 103 or Bus 166	Interpersonal Relations or Human Resources & Work Readiness	5
Biol 100 or Geol 101	Introductory Biology or Physical Geology	5
Bus E 100 or Bus E 112 or Bus E 118 or Bus E 150 or Bus E 184	Fundamentals of Microcomputers or Beginning Word for Windows or Basics for Online Education or Introduction to Windows or Internet and Basic Web Design	5
Chem 140	General Chemistry	6
Chem 150	General Chemistry	6
# Comm 100 or Comm 101 or Comm 110 or Comm 234	Fundamentals of Oral Communication or Basic Speech Communication or Interpersonal Communication or Small Group Leadership & Discussion	5
# Engl 110	College English	5
Engl 113	Writing: Science and Business	5
# Math 102 or Math 107	Pre-Calculus 1 or Contemporary Mathematics	5
Wtech 181	Water Hydraulics	3
Wtech 182	Pumps and Pumping Systems	3
Wtech 183	Utility Worker Safety	3
Wtech 184	Disinfection & Chemical Feed Systems	3
Wtech 187	Drawings and Manuals	3
Wtech 188	Water & Wastewater Electrical	3
Wtech 191	Pre-Employment Seminar	3
WST 177	Water Co-op	8
WST180	Water Distribution	3
WST 183	Water Sources	1
WST 184	Water Regulations	2
WST 185	Water Treatment 1	3
WST 186	Water Treatment 2	3
WST 177	Water Laboratory	2

Satisfies related instruction requirement.



Water Distribution Technology

Certificate of Proficiency
31-41 Credits

This certificate is intended to prepare graduates for entry-level positions operating and maintaining public drinking water distribution systems. The program is designed for a fall quarter start, depending upon student composition, computation and computing skills; please contact an advisor for skill assessment information.

Contact: Mary Jo Adams, ext.4367
madams@greenriver.edu

Dept./No.	Course Title	Credits
Bus E 100 or Bus E 112 or Bus E 118 or Bus E 150 or Bus E 184	Fundamentals of Microcomputers or Beginning Word for Windows or Basics for Online Education or Introduction to Windows or Internet & Basic Web Design	5
* Engl 081	Fundamentals of Written Communication	0-5
** Math 072	Elementary Algebra	0-5
Wtech 181	Water Hydraulics	3
Wtech 182	Pumps & Pumping Systems	3
Wtech 183	Utility Worker Safety	3
Wtech 184	Disinfection Chemical Feed Systems	3
Wtech 187	Drawings & Manuals	3
Wtech 188	Water & Wastewater Electrical	3
WST 180	Water Distribution	3
WST 183	Water Sources	1
WST 184	Water Regulations	2
WST 188	Water Laboratory	2

* Not required if eligible for Engl 100 or higher.

** Not required if eligible for Math 097 or higher



Professional/Technical

Welding Technology

Associate in Applied Science Degree
105 Credits

Upon completion of the two-year program, the student will qualify for an Associate in Applied Science degree. This training will permit the student to seek employment in the welding field as an engineering aide, sales engineer, and structural steel detailer or trade welder. The student will be prepared to advance rapidly to inspection, shop planning, supervision or one of many related fields. With the proper selection of courses, the student can continue his/her education to become a welding engineer. Consultation with the Welding department is required for admission to the program.

Students may enter the Welding Technology program during any quarter, as space is available.

Contact: Jack Danielson, ext. 4257 Paul Mueller, ext. 2635
jdaniels@greenriver.edu pmueller@greenriver.edu

Scott Schreiber, ext. 4421
sschreib@greenriver.edu

Dept./No.	Course Title	Credits
First Year		
# Acomp 100T	Computation for the Trades	5
# Comm 100	Fundamentals of Oral Communication	5
# Engl 102	Practical College Writing	5
Weld 141	Basic Arc Welding & Flame	13
Weld 142	Intermediate Arc Welding	13
Weld 143	Advanced Arc Welding	13
Second Year		
I E 189	Basic Metallurgy	4
Weld 107	Basic Blueprint	3
Weld 194	Special Welding Project: GMAW - Gas Metal Arc Welding	13
Weld 195	Special Welding Project 2: FCAW - Flux Core Arc Welding	13
Weld 196	Special Welding Project 3: GTAW - Gas Tungsten Arc Welding	13
# Human Relations	Any course that satisfies the Human Relations Related Instruction requirements on page 71-72	5

Satisfies related instruction requirements. For scheduling or transferability reasons, other courses from the current list of Related Instruction Requirements may be substituted.

Note: Student must possess a valid first aid card or similar Washington State L&I Training Card upon exiting the program.

Welding Technology– Advanced Arc and Flame

Certificate of Proficiency
26 Credits

Contact: Jack Danielson, ext. 4257 Paul Mueller, ext. 2635
jdaniels@greenriver.edu pmueller@greenriver.edu

Scott Schreiber, ext. 4421
sschreib@greenriver.edu

Dept./No.	Course Title	Credits
Weld 194	Special Welding Projects 1	13
Weld 195	Special Welding Projects 2	13

Welding Technology– Basic Arc and Flame

Certificate of Proficiency
26 Credits

Contact: Jack Danielson, ext. 4257 Paul Mueller, ext. 2635
jdaniels@greenriver.edu pmueller@greenriver.edu

Scott Schreiber, ext. 4421
sschreib@greenriver.edu

Dept./No.	Course Title	Credits
Weld 141	Basic Arc & Flame	13
Weld 142	Intermediate Welding	13

Welding Technology– Intermediate Arc and Flame

Certificate of Proficiency
26 Credits

Dept./No.	Course Title	Credits
Weld 142	Intermediate Welding	13
Weld 143	Adv Arc Welding	13

...too lax. The student is allowed to receive a failing grade in all classes one quarter and

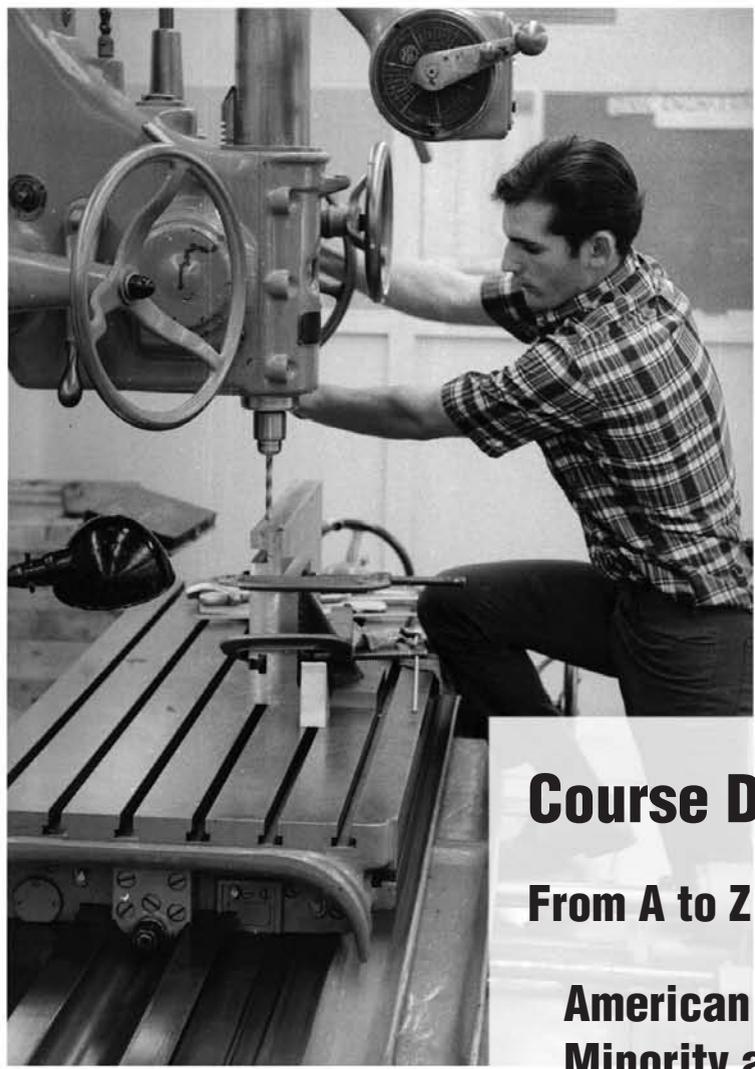
...is expected to worsen. That is if the students have no concern for the appearance of their school

...the participation of the students in the above problems must improve considerably.

...staff. All good things must to an end and it did at rent. If anyone is to be o it should be the dance co and the hard working ch A friend of mine study tells me that in a cour the dance chairman woul good case of slander. school like Green River well do without comm 0611. that in the last issue. I su this isn't the new sty paper. If it is, the ch changes at the paper are An exfan of the Current Bill Sears Renton

Selective Service Testing Scheduled

The State Director of Selective Service for Washington State, Captain Chester Chastek, USM has announced that additional criteria will be provided for use by local boards in their determination as to the retention or reclassification of registrants now in Class 11-S (college students). Captain Chastek stated that the Selective Service College Qualification Test will be administered by Science Research Associates of Chicago, Illinois, which will forward scores made to the local boards of registrants who are college students and high school seniors. The test will consist of 150 multiple choice items with three hours permitted for completion.



Freshmen to Meet

By Dan

"Double A left, run strong side 2nd sound; Ready - Break. Such might be heard on April 1, 1966, when GRCC presents the first annual Sophomore-Freshman class football game.

The sophomores are coached by Dewain Lein. According to his evaluation of the team, the sophomores should win 100-0. Because of National Guard commitment, Keith Haaks has taken over coaching duties.

THE GREEN RIVER

The Green River Current is published every two weeks and holidays by the Associated Students. The names herein are those of the student editors and not necessarily those of the journalism faculty.

PAULA BAILEY Editor-in-Chief

Ad Manager Pam Peterson

Course Descriptions

From A to Z

American
Minority and
Ethnic Studies to
Welding130-194

EDITOR'S NOTE:
Mr. Sears, tell your buddies he had better hit the books. I am a consultant on the matter. I am practicing, licensed lawyer. I will be sure to tell him that if he decides to take the bar exam, they might just ask you to define the difference between slander and libel.

Dear Editor:
We are surprised and disappointed at your remarks in the March issue concerning the dance committee and chairmen. Be

...ther from the real truth... can be, we are asking... from the p... We... to print this letter.
Truly yours, G.R.C.C.
Ed Miller and
Countless Other
Students and
Readers that
Have The Facts

Editors Note:
Here's your letter in... have no intentions of r... of possibly any st... What is the is... you so casually mention? the dance committee c... himself, I was closer to t... lens and more catalogue... dance than anyone.

NOW'S THE TIME

OPEN YOUR NO SERVICE CHARGE* CHECKING ACCOUNT AND PICK UP YOUR PERSONALIZED CHECK BOOK COVER WITH THE GREEN RIVER COLLEGE EMBLEM EN-

Weese's PRESENTS

The Perfect Diamond

CELEBRATE YOUR ALETO BIRTHDAY

HI HO

Featuring

The Valley's

- ✓ Skis
- ✓ Shoes
- ✓ Poles

Open 9-12 Daily

ON TO HI HO



Course Descriptions

Department/Division	Abbrev.	Page No.
American Ethnic & Minority Studies	Ames	131
Anatomy-Physiology	AP	131
Anthropology	Anthr	131
Art	Art	132
Astronomy	Astro	134
Auto Body Technology	Abody	134
Automotive Technology	Atech	135
Aviation	Avia	136
Basic Education	Basic	137
Behavioral Science	Behsc	138
Biology	Biol	138
Business Administration	B A	139
Business Education	Bus E	140
Business Management	Bus	144
Carpentry Technology	Carp	145
Chemistry	Chem	146
Chinese	Chin	147
Cisco Network Academy	SCNA	147
Communication Studies	Comm	147
Computation	Acomp	148
Computer Information Technology	CIT	148
Computer Reporting Technology	Crpt	151
Computer Science	C Sci	153
Cooperative Education	Coop	153
Criminal Justice	CRJ	153
Dance	Dance	154
Design Drafting Technology	D T	154
Drama	Drama	157
Early Childhood Education (Birth to 5)	ECE	157
Economics	Econ	159
Education	Edu	160
Education in Early Childhood (Preschool to Secondary)	Edec	159
English	Engl	160
English as a Second Language	ESL	163
Environmental Science	Env S	164
Forensic Technology	See CRJ	153
Forest Resources	Fores	164
French	Fren	164
General Engineering	G E	164
Geographic Information Systems	GIS	165
Geography	Geog	166
Geology	Geol	166

Department/Division	Abbrev.	Page No.
German	Germ	167
Health Education	HI Ed	167
Health Science	H Sci	167
Health and Human Services	H Hsc	168
High School Completion	HSC	168
History	Hist	168
Humanities	Human	170
Industrial Education	Indus	170
Industrial Engineering	I E	170
Interdisciplinary Science	IDS	171
Japanese	Japan	171
Journalism	Journ	172
Library	Lib	173
Manufacturing	Mfg	174
Manufacturing Technology	Mach	174
Mathematics	Math	174
Music	Music	177
Natural Resources	Natrs	178
Natural Science	N Sci	179
Nursing	Nurse	180
Nursing Assistant	Nrs A	181
Occupational Therapy Assistant	O T	181
Parent Child Education	PCE	182
Philosophy	Phil	182
Photography	Photo	184
Physical Education	P E	184
Physical Therapist Assistant	P T	187
Physics	Phys	188
Political Science	P Sci	189
Psychology	Psych	190
Reading	Read	190
Real Estate	R Est	190
Social Science	S Sci	191
Sociology	Soc	191
Spanish	Span	192
Special Studies	Sp St	192
Speech	See Comm	147
Study Skills	St Sk	192
Technology	Tech	193
Wastewater Technology	WWT	193
Water Supply Technology	WST	193
Water Technology	Wtech	194
Welding	Weld	194



This section includes a brief description of each credit class offered on a regular basis by Green River Community College. Classes are arranged in alphabetical order according to the college department that offers the class.

Each listing includes a course number, course title, number of credits awarded and course description. Prerequisites are also designated where appropriate.

Courses numbered 100-299 are designed for Green River Community College programs and courses that transfer to senior institutions (transfer is sometimes limited). The 100 series is ordinarily for first-year students and the 200 series for second-year students, but this distinction varies because of differing requirements of other colleges and universities.

Consult the "Programs of Study" section of this catalog and your faculty advisor for specific information about each class and about which classes will meet your requirements.

American Minority and Ethnic Studies (AMES)

100 Introduction to Ethnic and Minority Studies (5)

A social and historical overview of the interrelationships that exist between various groups in the United States. Focuses on Native American, African American, Latino and Asian American relations with each other and with the dominant society. *Satisfies social science requirement for AA degree.*

194 Special Topics (varies) (1-5)

Focuses on a special topic in ethnic studies. Any theoretical concept needed by students will be developed in course presentations. Students may repeat the course when a different topic is presented.

299 Independent Study (1-5)

Allows and encourages a student to study independently in an area of his/her special interests in American and ethnic minority studies. Course content and/or type and scope of work to be decided in conference between student and instructor. *PREREQUISITE: AMES 100 and/or instructor's permission.*

Anatomy-Physiology (AP)

100 Survey of Human Anatomy-Physiology (5)

Study of the basics of human anatomy and physiology including anatomical terminology, basic biochemistry, cells and tissues, and the integumentary, skeletal, muscular, nervous, endocrine, cardiovascular, lymphatic/immune,

respiratory, digestive, urinary, and reproductive systems. Introduction to common human disease processes. For non-science majors or as preparation for allied-health profession students intending to take advanced anatomy and physiology courses. *Satisfies natural science requirement for AA degree.*

103 Essentials of Human Anatomy-Physiology 1 (5)

Introductory course in human anatomy and physiology. First of a two-quarter sequence including the study of structure and function of cells, tissues, and the integumentary, skeletal, muscular, and nervous systems. Introduction to common human disease processes. Laboratory component includes anatomical studies using microscopy and dissection and the study of physiological concepts via experimentation. AP 100 strongly recommended. *Satisfies natural science or lab science requirement for AA degree.*

104 Essentials of Human Anatomy-Physiology 2 (5)

Introductory course in human anatomy and physiology. Second quarter of a two-quarter sequence including the study of the endocrine, cardiovascular, lymphatic/immune, respiratory, digestive, urinary, and reproductive systems. Introduction to common human disease processes. Laboratory component includes anatomical studies using microscopy and dissection and the study of physiological concepts via experimentation. *PREREQUISITE: AP 103. Satisfies natural science or lab science requirement for AA degree.*

205 Human Anatomy-Physiology 1 (5)

Study of human structure and function. First of a two-quarter sequence including the study of cells, tissues and the integumentary, skeletal, muscular and nervous systems. Mechanisms of common human disease processes are explored. Laboratory component includes anatomical studies using microscopy, palpation, and dissection and the study of physiological concepts via experimentation. Intended to prepare transfer students for careers in health profession fields such as dental hygiene, nursing, physical therapy, chiropractic, etc. *PREREQUISITE: BIOL 100 or 201, or AP 100 or 104 with a minimum grade of 2.0, or instructor's permission. Satisfies natural science or lab science requirement for AA degree.*

206 Human Anatomy-Physiology 2 (5)

Study of human structure and function. Second quarter of a two-quarter sequence including endocrine, cardiovascular, lymphatic/immune, respiratory, digestive, urinary, and reproductive systems. Mechanisms of common human

disease processes are explored. Laboratory component includes anatomical studies using microscopy, palpation, and dissection and the study of physiological concepts via experimentation. Intended to prepare transfer students for careers in health profession fields such as dental hygiene, nursing, physical therapy, chiropractic, etc. *PREREQUISITE: AP 205 with a minimum grade of 2.0. Satisfies natural science or lab science requirement for AA degree.*

210 Cadaver Anatomy (1)

A comprehensive review of human cadaver anatomy for health professionals and students of the health professions. Major muscles, skin, bones and joints, internal organs, the brain, spinal cord and major nerves, and blood vessels will be reviewed, palpated, and discussed. Use of several dissected cadavers provides opportunities to study anatomical variations, pathologies, and anatomical change resulting from the aging process. *PREREQUISITE: Concurrent enrollment in AP 104 or 206 or instructor's permission. Satisfies natural science requirement for AA degree.*

Anthropology (ANTHR)

100 Introduction to Anthropology (5)

Provides a basic understanding of the four sub-fields of anthropology: physical anthropology, archaeology, linguistics, and socio-cultural anthropology. Units of study include the concept of evolution, the concept of culture, human biological and cultural origins, primate behavior, pre-history, language acquisition, and cultural development. *Satisfies social science requirement for AA degree.*

194 Special Topics (varies) (1-5)

Focuses on a special topic in anthropology. Theoretical concepts needed by students will be developed in course presentations. Students may repeat the course when a different topic is presented.

201 Physical Anthropology (5)

Study of human evolution. Includes study of the theories of evolution by natural selection and other means. The evidence for human evolution through the fossil record, the comparison of human and non-human primates in behavior and morphology, and modern human variations and their implications to human adaptation will be covered. *PREREQUISITE: ANTHR 100 or BIOL 100 or 201 or instructor's permission. Satisfies natural science or social science requirement for AA degree.*



Course Descriptions

202 Cultural Anthropology (5)

A study of the field of sociocultural anthropology with emphasis on the nature of culture, what types of social systems exist in society, and how they work in relation to the members of society. Includes both theoretical and methodological issues in anthropology as well as ethnographic studies. *PREREQUISITE: Eligible for ENGL 110 or instructor's permission. Satisfies social science requirement for AA degree.*

203 Principles of Archaeology (5)

An introduction to the techniques, methods and goals of archaeological research, including excavation and dating of archaeological materials and general problems encountered in explaining archaeological phenomena. *Satisfies social science requirement for AA degree.*

205 Introduction to Medical Anthropology (5)

Cross-cultural examination of health beliefs, care systems and healer/patient relationships will be studied as they are known from ethnographic, informant and popular sources. *Satisfies social science requirement for AA degree.*

206 Introduction to Anthropology of Religion (5)

An introduction to the concepts and theories that characterize the anthropological study of religion as a system within culture. Focuses on the cross-cultural examination of types of religious organizations, beliefs, rituals and practitioners. *Satisfies social science requirement for AA degree.*

210 Indians of North America (5)

Indians of North America (north of Mexico) as they are known from historical and ethnographic sources. Representative cultures of all the major regions will be studied with some greater emphasis on the Northwest Coast. *Satisfies social science requirement for AA degree.*

220 Northwest Coast Indians (5)

The Native American Cultures of the Northwest Coast (a cultural area that extends from Southern Alaska to Northern California with an internal boundary of the Cascade Mountains) will be studied as they are known from historical, ethnographic and informant sources. *Satisfies social science requirement for AA degree.*

265 Forensic Anthropology (5)

Forensic anthropology is defined as the application of physical anthropology to medico-legal death investigation. Introduces the science of skeletal biology, and the associated concepts of human variation, and explores their

applications within a forensic context. *Satisfies social science requirement for AA degree.*

273 Field Archaeology (1-10)

Provides the student with fieldwork in archaeology through experiences in site survey, excavation, recording, classifying, cataloging and reporting. *PREREQUISITE: ANTHR 100 or instructor's permission. Satisfies social science requirement for AA degree.*

274 Anthropology of Mexico (5)

Students study Mexico through readings and lecture discussions on Mexico's past cultures and civilization as well as modern village and urban life. *Satisfies social science requirement for AA degree.*

294 Special Topics (varies) (1-5)

Focuses on a special topic in anthropology. Theoretical concepts needed by students will be developed in course presentations. Students may repeat the course when a different topic is presented.

298-299 Independent Study (1-5)

Permits a student to pursue a special interest in the field of anthropology with the personal direction and assistance of an instructor. *PREREQUISITE: Instructor's permission.*

Art (ART)

100 Introduction to ART (5)

Studies the basic elements and principles of art and the media with which artists create. *Satisfies humanities/fine arts/English requirement for AA degree.*

105 Beginning Drawing (5)

Studies the use of line, shape, light and shadow, perspective and fundamentals of composition in the context of drawing based on observation and creative expression. Introduces students to the figure, forms in nature, landscape, interior spaces and still life. *Satisfies humanities/fine arts/English requirement for AA degree.*

106 Intermediate Drawing (5)

Focuses on the human form as a basis for learning about anatomy, composition, relationship of figure to environment, line, shape, value and color. *PREREQUISITE: ART 105 or instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

107 Advanced Drawing (5)

Students will further explore the human form as subject matter for drawing as a means of creating a coherent visual and expressive statement. *PREREQUISITE: ART 106 or instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

109 Beginning Design (5)

An introduction to the visual elements of design and the fundamental principles of visual organization in two-dimensional spatial representations. The computer will be utilized as the primary mechanical tool in visual problem solving. *Satisfies humanities/fine arts/English requirement for AA degree.*

110 Intermediate Design and Color (5)

Continues the study of two-dimensional design through the exploration of color. Color relationships, theories, application in various media, and the expressive impact of color will be studied. The computer will be utilized as the primary media in visual problem solving. *PREREQUISITE: ART 109. Satisfies humanities/fine arts/English requirement for AA degree.*

111 Painting 1 (5)

Introduces students to traditional and contemporary concepts and techniques in oil painting. Working from still life and landscape, students learn to organize form, color, and tone while practicing various methods of application, color mixing, and surface preparation. *Satisfies activity or humanities/fine arts/English requirement for AA degree.*

112 Painting 2 (5)

Students further skills taught in ART 111 and investigate painting as a means for self-expression. Advanced compositions and use of various materials will be explored. *PREREQUISITE: ART 111. Satisfies humanities/fine arts/English requirement for AA degree.*

113 Painting 3 (5)

Advanced instruction in painting using objectives taught in ART 112. The student will demonstrate further exploration of advanced compositional theories and painting methods. *PREREQUISITE: ART 112. Satisfies humanities/fine arts/English requirement for AA degree.*

114 Pottery (3 or 5)

Students develop an understanding and appreciation of clay as an art medium. Students are introduced to the fundamental methods of clay construction on and off the potter's wheel. The fundamental concerns of clay sculpture and utilitarian pottery will be discussed. Art transfer students must take ART 251 instead of ART 214. *Satisfies activity or humanities/fine arts/English requirement for AA degree.*



115 Pottery 2 (3 or 5)

Students continue the development of their skills on and off the potter's wheel. Students will be led through discussions of the forming process of object making. Students will be encouraged to explore the visual, tactile, and intellectual possibilities through this art medium. Art transfer majors must take ART 252 instead of ART 215. *PREREQUISITE: ART 114. Satisfies humanities/fine arts/English requirement for AA degree.*

120 Introduction to Graphic Design (5)

An introduction to the principles of visual communication for both print (publication) and Web (the Internet). Utilizing the computer, explore graphic design concepts through the study of color, form, typography, and composition. Integrating language and communicating ideas through text and imagery. *PREREQUISITE: ART 109 or concurrent enrollment. Satisfies humanities/fine arts/English requirement for AA degree.*

130 Watercolor Painting (3)

Students will combine watercolor techniques with drawing media to create landscapes, interiors, and figure studies from observation. Emphasis on building foundational skills for the purpose of expressive sketchbook, illustrations, notational journal drawings, and portfolio presentations. *Satisfies activity or humanities/fine arts/English requirement for AA degree.*

150 Literary/Art Journal Design (3)

Leads students through the process of creating a student-centered literary and art journal for Green River Community College. Students will be assigned to specific tasks and will be in charge of all elements in the production of a journal of student fiction, poetry, artwork and photography.

177-179 Art Work Experience (1-12)

Offers students an opportunity to work full or part-time in jobs directly related to their programs and interests. Students may receive a salary or volunteer.

180 The Artist's Portfolio (3)

Lead students through the process of organizing a body of artwork into a portfolio. Through discussions, critiques, and demonstrations students will learn how to assemble, document, and provide support materials for a professional portfolio. *PREREQUISITE: ART 105 and 109 or instructor's permission.*

194 Special Topics (varies) (1-5)

Study of special subject matter that is not part of the regular art curriculum. Content varies from course to course each time it is offered.

209 3-Dimensional Design (5)

Explores the fundamentals of form and space with 3-dimensional projects. Students will investigate various mixed media materials, and become familiar with structure, mass, color, and scale. *Satisfies humanities/fine arts/English requirement for AA degree.*

210 Advanced 3-Dimensional Design (5)

Continuation and further development of 3-dimensional design as it applies to the visual arts. Through the use of a variety of materials, 3-dimensional structures are investigated for formal and conceptual concerns. *PREREQUISITE: ART 109 and 209. Satisfies humanities/fine arts/English requirement for AA degree.*

212 History of Art (5)

Study of the development of visual art from the Prehistoric Period to the Gothic Period of Western Civilization. *Satisfies humanities/fine arts/English requirement for AA degree.*

213 History of Art (5)

Study of the development of visual art from the Gothic Period to the beginning of the Romantic Period. *Satisfies humanities/fine arts/English requirement for AA degree.*

214 History of Art (5)

Study of the development of visual art from the Romantic Period up to and including contemporary art. *Satisfies humanities/fine arts/English requirement for AA degree.*

251 Ceramics 1 (5)

Students develop an understanding and appreciation of clay as an art medium. Students are introduced to the fundamental methods of clay construction on and off the potter's wheel. The fundamental concerns of clay sculpture and utilitarian pottery will be discussed. *PREREQUISITE: ART 105, 109 or 114, or instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

252 Ceramics 2 (5)

Students continue the development of their skills on and off the potter's wheel. Students will be led through discussions of the forming process of object making. Students will be encouraged to explore the visual, tactile, and intellectual possibilities through this art medium. *PREREQUISITE: ART 251 or instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

253 Ceramics 3 (5)

Advanced course in ceramics with an emphasis on the rigors of developing the conceptual skills of art making with the goal of developing an individual approach to a full integration of ideas, materials, and process. Students are

encouraged to experiment with different strategies of clay construction and firing. *PREREQUISITE: ART 252 or instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

255 Advanced Painting 1 (5)

Students will further their development of compositional organization using perspective and localized color evaluation and application. Still life, figure, and landscape will be explored. *PREREQUISITE: ART 105, 109 or instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

256 Advanced Painting 2 (5)

Students continue to develop their skills in painting by focusing on advanced compositional theories and abstract concepts. *PREREQUISITE: ART 255. Satisfies humanities/fine arts/English requirement for AA degree.*

257 Advanced Painting 3 (5)

Advanced instruction in painting based on objectives taught in ART 255 and 256. Emphasis on working in a series, further exploration of materials, subject matter, abstraction, and self expression. *PREREQUISITE: ART 256. Satisfies humanities/fine arts/English requirement for AA degree.*

275-277 Independent Study-Ceramics (5)

Advanced independent study course in ceramics with emphasis on developing an individual approach to art making. Students will be required to turn in proposals with project descriptions. Faculty visits will be scheduled to assess development and progress. *PREREQUISITE: Instructor's permission.*

294 Independent Study-Painting (5)

Encourages students to study and develop independently in their major areas of painting. Students develop their own objectives, evaluation criteria and performance standards in conjunction with the appropriate instructor. *PREREQUISITE: Instructor's permission.*

295 Independent Study-Painting (5)

Continuation of ART 294. Encourages students to study and develop independently in their major areas of painting. Students develop their own objectives, evaluation criteria and performance standards in conjunction with the appropriate instructor. *PREREQUISITE: Instructor's permission.*

296 Independent Study-Painting (5)

Continuation of ART 295. Encourages students to study and develop independently in their major areas of painting. Students develop their own objectives, evaluation criteria and performance standards in conjunction with the appropriate instructor. *PREREQUISITE: Instructor's permission.*



Course Descriptions



Auto Body Technology (ABODY)

051 Repair and Painting (4)

Provides an introduction to auto body and painting for the hobbyist. Students will be introduced to current industry safety practices, hazardous materials practices, and receive instruction in skills from metal straightening to spot and complete repainting. It also serves as additional practice for the experienced auto body student. *PREREQUISITE: Instructor's permission.*

052 Summer Repair and Painting (1-13)

Provides an introduction to auto body and painting for the hobbyist. Students will be introduced to current industry safety practices, hazardous material practices, and receive instruction in skills from metal straightening to spot and complete repainting. It also serves as additional practice for the experienced auto body student. *PREREQUISITE: Instructor's permission.*

100 Conduct/Safety/Equipment (1)

A modular, self-paced course presenting fundamental principles and terminology of auto body conduct/safety and equipment. Hazardous materials, workplace ethics, leadership, human relation fundamentals, cultural diversity, attendance, punctuality and good housekeeping as applied to the industry, will be an integral part of instruction in all applicable situations. *PREREQUISITE: Instructor's permission and concurrent enrollment in ABODY 180.*

104 Non-Structural Repair (1-14)

A modular, self-paced course presenting fundamental principles and terminology of auto body non-structural analysis and damage repair. Includes preparation, metal finishing, body filling, movable glass and hardware, outer panel repairs and replacement, adjustments, and welding. Hazardous materials, workplace ethics, leadership, human relation fundamentals, cultural diversity, attendance, punctuality, and good housekeeping will be an integral part of instruction in all applicable situations. *PREREQUISITE: Instructor's permission and concurrent enrollment in any one of ABODY 180, 181, 182, 183 and 184.*

105 Structural Damage Repair (1-14)

A modular, self-paced course presenting fundamental principles and terminology of auto body structural analysis and damage repair. Includes unibody inspection, measurement and repair, frame inspection and repair, structural welding, and fixed glass damage analysis and repair. See instructor for current list of competencies for this course. *PREREQUISITE: Instructor's permission and concurrent enrollment in any one of ABODY 180, 181, 182, 183 and 184.*

297 Independent Study-Advanced Drawing (1-5)

Encourages students to study and develop independently in their major areas of advanced drawing. Students develop their own objectives, evaluation criteria and performance standards in conjunction with the appropriate instructor. *PREREQUISITE: Instructor's permission.*

298 Independent Study-Advanced Drawing (1-5)

Continuation of ART 297. Encourages students to study and develop independently in their major areas of advanced drawing. Students develop their own objectives, evaluation criteria and performance standards in conjunction with the appropriate instructor. *PREREQUISITE: Instructor's permission.*

299 Independent Study-Advanced Drawing (1-5)

Continuation of ART 298. Encourages students to study and develop independently in their major areas of advanced drawing. Students develop their own objectives, evaluation criteria and performance standards in conjunction with the appropriate instructor. *PREREQUISITE: Instructor's permission.*

Astronomy (ASTRO)

100 Introduction to General Astronomy (5)

Introduces the history of astronomy; how stars form, live and die; the rapidly changing field of galactic astronomy; the beginning and evolution of the universe; how our own solar system forms and operates; and the possibility of intelligent life elsewhere in the universe. Offered online only. Does not include a laboratory experience. *Satisfies natural science requirement for AA degree.*

101 Introduction to General Astronomy (5)

Presents a unified account of contemporary astronomy beginning here at home with our earth and moving outward toward infinity through our solar system, beyond to the stars of our home galaxy and out into the physical universe. Laboratory portion introduces the students to methods and techniques commonly employed in astronomy. Actual experiments performed will vary depending upon weather conditions and which celestial objects are observable that season. *Satisfies natural science or lab science requirement for AA degree.*



Course Descriptions

106 Mechanical and Electrical Repair (1-15)

A modular, self-paced course presenting fundamental principles and terminology of auto body mechanical and electrical components, suspension, steering, electrical, brakes, heating, and air conditioning, cooling systems, drive train, fuel, intake, exhaust and restraint systems. See instructor for current list of competencies for this course. *PREREQUISITE: Instructor's permission and concurrent enrollment in any one of ABODY 180, 181, 182, 183 and 184.*

107 Plastics and Adhesives (1-3)

A modular, self-paced course presenting fundamental principles and terminology of auto body plastics and adhesives including identification of plastics to be repaired, plastics repair procedures, rigid and flexible plastics, fiberglass, exterior and interior plastics repair and refinishing. See instructor for current list of competencies for this course. *PREREQUISITE: Instructor's permission and concurrent enrollment in any one of ABODY 180, 181, 182, 183 and 184.*

108 Painting and Refinishing (1-20)

A modular, self-paced course presenting fundamental principles and terminology of auto body painting and refinishing including surface preparation, spray gun operation, paint mixing, matching and applying, solving paint application problems, finish defects causes and cures, safety precautions and miscellaneous analysis and repair. See instructor for current list of competencies for this course. *PREREQUISITE: Instructor's permission and concurrent enrollment in any one of ABODY 180, 181, 182 183 and 184.*

109 Special Shop Practice (1-11)

A modular, self-paced course presenting fundamental principles and application and practice of competencies learned in ABODY 100 through 108. A capstone course in which the student may choose to refine their skills in the following competencies: Non-structural Repair, Structural Damage Repair, Mechanical and Electrical Repair, Plastics and Adhesives, and Painting and Refinishing. *PREREQUISITE: Instructor's permission.*

110 Estimating for Collision Repair (3)

Focuses on the process of evaluating collision damaged vehicles and generating repair cost estimates. Students will be introduced to modern vehicle designs including frame and unibody construction. Damage diagnosis and how vehicle systems can be affected in a collision will be covered. Emphasis will be placed on the generation of organized, competitive, and efficient damage reports. Additionally, students will be introduced to computerized estimating.

177-179 Auto Body Work Experience (1-12)

Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Instructor's permission.*

180-184 Industry Leadership 1-5 (1)

Enables auto body students to engage in personal development and leadership activities outside of their regular auto body course work. In addition to class meetings, participation in the GRCC chapter of Skills USA/VICA, other leadership clubs, or various other leadership activities on campus or off, will provide the student with opportunities to grow professionally and personally.

194 Special Topics (varies) (1-13)

Students study and train to meet established local needs in auto body repair industry. Supplemental to classes currently offered. *PREREQUISITE: Instructor's permission*

Automotive Technology (ATECH)

108.1 State Emission Control Specialist Phase 1 (4)

A lecture/demonstration course presenting fundamental principles and terminology of automotive emission control systems. Emphasizes developing a positive attitude toward work ethic, cultural and gender diversity, personal safety and a safe workplace, and disposal of hazardous materials. Students passing with an 80% score will receive a certificate from the Department of Ecology designating them a State Emissions Specialist. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

108.3 Emission Recertification (2)

A lecture/demonstration course presenting fundamental principles and terminology of automotive emission control systems. Emphasizes developing a positive attitude toward work ethic, cultural and gender diversity, personal safety and a safe workplace, and disposal of hazardous materials. Students passing with an 80% score will receive a certificate from the Department of Ecology designating them a State Emissions Specialist. *PREREQUISITE: ATECH 108.1 or instructor's permission. This is a pass/no credit course.*

110 Shop Procedures (2)

Training in automotive shop procedures to include use and maintenance of special tools and equipment, service and repair record keeping, use of technical reference materials, and regulations governing the automotive repair industry. Emphasizes developing a positive attitude toward work ethic, cultural and gender diversity, personal safety and a

safe workplace, and handling and disposal of hazardous materials. *PREREQUISITE: Instructor's permission and reading placement score of 81 or above.*

111 Electrical/Electronics Systems (1-13)

A modular, self-paced course presenting fundamental principles and terminology of automotive electrical systems. Use of Ohm's Law, wiring diagrams, diagnostic and test instruments. Diagnosis and repair of batteries, starting systems, charging systems, lighting systems, operator information and warning systems, and onboard body computer control systems. Emphasizes developing a positive attitude toward work ethic, cultural and gender diversity, personal safety and a safe workplace, and handling and disposal of hazardous materials. *PREREQUISITE: ATECH 110 and instructor's permission. Reading placement score of 81 or above.*

112 Engine Performance (1-15)

A modular, self-paced, comprehensive course encompassing spark system management, emissions control, computerized engine control system sensors and actuators and use of diagnostic equipment necessary to test, adjust, and repair engine systems. Emphasizes developing a positive attitude toward work ethics, cultural and gender diversity, personal safety and a safe workplace, and handling and disposal of hazardous materials. *PREREQUISITE: ATECH 110, 111 and instructor's permission. Reading placement score of 81 or above.*

113 Engine Repair (1-4)

A modular, self-paced course covering internal combustion engine mechanical systems and components operation. Diagnosis of component or system malfunctions. Practical application in cylinder head reconditioning and repair. Emphasizes developing a positive attitude toward work ethic, cultural and gender diversity, personal safety and a safe workplace, and handling and disposal of hazardous materials. *PREREQUISITE: ATECH 110 and instructor's permission. Reading placement score of 81 or above.*

114 Automatic Transmission and Trans-axle (1-6)

A modular, self-paced course covering theory, application, diagnosis and repair of fluid power, hydraulics, power transmission, and final drive units as applied to automatic transmissions and trans-axles. Emphasizes developing a positive attitude toward work ethic, cultural and gender diversity, personal safety and a safe workplace, and handling and disposal of hazardous materials. *PREREQUISITE: ATECH 110 and instructor's permission. Reading placement score of 81 or above.*



Course Descriptions

115 Manual Drive Trans/Axle (1-8)

A modular, self-paced course covering theory, diagnosis, adjustment and repair of manual drive train components: i.e., clutch, transmission, drive line and axles. Emphasizes developing a positive attitude toward work ethic, cultural and gender diversity, personal safety and a safe workplace, and handling and disposal of hazardous materials. *PREREQUISITE: ATECH 110 and instructor's permission. Reading placement score of 81 or above.*

116 Suspension and Steering (1-6)

Study and application of automotive suspension and steering systems in a modular, self-paced format. Studies include tires and wheels, suspension systems, steering systems, two and four wheel alignment, diagnosis, adjustment, and repair of systems and components. Emphasizes developing a positive attitude toward work ethic, cultural and gender diversity, personal safety and a safe workplace, and handling and disposal of hazardous materials. *PREREQUISITE: ATECH 110 and instructor's permission. Reading placement score of 81 or above.*

117 Brakes (1-6)

A modular, self-paced course covering theory, diagnosis, adjustments, and repair of automotive brake systems to include hydraulic systems, drum brakes, boosters, parking brakes and anti-skid brake system (ABS). Emphasizes developing a positive attitude toward work ethic, cultural and gender diversity, personal safety and a safe workplace, and handling and disposal of hazardous materials. *PREREQUISITE: ATECH 110 and instructor's permission. Reading placement score of 81 or above.*

118 Heating and Air Conditioning (1-6)

A modular, self-paced course in automotive heating and air conditioning systems including diagnosis, service and repair of systems and system components. Emphasizes developing a positive attitude toward work ethic, cultural and gender diversity, personal safety and a safe workplace, and handling and disposal of hazardous materials. *PREREQUISITE: ATECH 110 and instructor's permission. Reading placement score of 81 or above.*

119 Special Shop Practice (1-13)

Practical application and development of those skills acquired during study and application of competencies listed in course modules ATECH 111 through 118. Emphasizes developing a positive attitude toward work ethic, cultural and gender diversity, personal safety and a safe workplace, and handling and disposal of

hazardous materials. *PREREQUISITE: ATECH 110 and instructor's permission. Reading placement score of 81 or above.*

150-154 Automotive Leadership Skills 1-5 (1)

Provides personal development experiences through participation in class as well as leadership activities at school and in the community. Emphasizes individual participation to identify, plan, implement, promote, and evaluate activities. Provides instruction to facilitate development of personal skills in such areas as speaking, applying for a job, practicing management skills, and developing a plan of work. *PREREQUISITE: Instructor's permission.*

177 Auto Work Experience (1-13)

Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Instructor's permission.*

194 Special Topics (varies) (1-4)

Provides training to meet established local needs in automotive repair industry, supplemental to classes currently offered. *PREREQUISITE: Instructor's permission.*

Aviation (AVIA)

110 Airline Operation (5)

Covers operation of large U.S. and international airlines. Includes setting passenger fares and cargo rates, regulations, marketing, labor, responding to competition, scheduling, reservations, dispatch and aircraft selection. Also includes discussion of aviation careers.

111 Private Pilot Ground School (5)

Includes aerodynamics, navigation, weather, communications, regulations, flight physiology, weight balance, and other subjects preparatory to the FAA Private Pilot written exam.

123 Aviation Weather (5)

Covers theory of weather processes and interpretation of weather reports and charts. Special aviation-related topics such as high-altitude weather, arctic weather and tropical weather are covered. Students gain a fundamental knowledge of weather observation and forecasting techniques and instruments. Includes special aviation problems, such as windshear and micro-burst detection. Terminal Aerodrome Forecast/Aviation Routine Weather.

160 Aviation Communication (2-5)

Intensive instruction and practice in listening and speaking the words and phrases used in pilot-controller-dispatcher radio communication. Emphasis is on accuracy, and efficiency. Course very useful for, but not

limited to, persons who have completed ESL. In both USA and ICAO (International) format.

177-179 Aviation Work Experience 1-3 (1-13)

Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer.

201 Air Traffic Control 1 (5)

Introduction to radar and non-radar air traffic control. Flight data processing, aircraft communication, FAA separation standards, controller techniques, and airspace management. Computer simulation of ATC problems. *PREREQUISITE: AVIA 216 or concurrent enrollment or instructor's permission.*

202 Air Traffic Control 2 (5)

Covers pilot and controller roles and responsibilities for instrument flight. Controller-controller and pilot-controller communication with emphasis on speed and accuracy. Extensive computer simulation of radar and non-radar ATC problems. *PREREQUISITE: AVIA 201 or instructor's permission.*

206 Helicopter Ground School (3)

Helicopter aerodynamics, systems, operations, emergencies, flight regulations, weight and balance, pinnacle and slope operations, external loads, high altitude operation, large helicopter operations and other subjects pertaining to the FAA Private Pilot and Commercial Pilot Knowledge Examinations.

208 Airline Dispatch (5)

Practical dispatching for airline and corporate operations. Preflight, inflight and postflight duties. Federal aviation regulations, meteorology, navigation, large aircraft weight/balance, performance, systems, communications. Air traffic control procedures, and pilot departure and arrival procedures. *PREREQUISITE: AVIA 123 and 216 or instructor's permission.*

209 International Flight Planning and ETOPS (5)

Air carrier flight planning to points outside the United States. Federal Aviation Regulations (Part 121) and International Civil Aviation Organization regulations (ICAO). Flight planning practice using ICAO forms. Extended two-engine overwater operation procedures (ETOPs). Routing, fuel, equipment and weather requirements. *PREREQUISITE: AVIA 208 or concurrent enrollment or instructor's permission.*



210 Aviation and the LAW (5)

Description of U.S. legal system including federal and state court processes and the administrative law process as it applies to airmen violations. Topics include airline deregulation, airmen violations, aircraft ownership, accident investigation, product liability, airport issues, and the Federal Tort Claims Act.

211 Aerodynamics for Pilots (3)

Covers aerodynamic forces, symbols-equations, airspeed measurements, the four forces of flight, jet aircraft performance, propeller aircraft performance, helicopter aerodynamics, stability, takeoff and landing performance. *PREREQUISITE: AVIA 111 or instructor's permission.*

212 Human Factors for Aviators (2)

Explains how human factors relate to the aviation system and how crucial understanding of them is to the aviator. Understand why accidents happen and how human reactions to different situations, such as emotional stress and fatigue, can adversely affect the safety of flight. The effects of different flight environments affect human physiology such as the eyes and ears, the brain and the body, where these effects on human physiology can cloud judgment of flight crews. Cockpit and dispatch resource managements are also crucial in the development of good communication skills between flight personnel and the ground crew. *PREREQUISITE: AVIA 111, 211 or instructor's permission or concurrent enrollment in AVIA 211.*

214 Airport Management and Operations (5)

Examines the administration of public airports and their relationship with airlines, fixed-base operators, and the FAA. Federal airport standards for security, fuel handling and storage, noise abatement, bird control, clear zones, lighting, and federal and state financial aid programs to airports for improvements and upgrades are also studied.

216 Instrument Pilot Ground School (5)

Provides students with information necessary to pass the FAA Instrument Pilot written examination. Covers radio navigation, IFR flight planning and decision-making, ATC procedures, Federal Aviation regulations pertinent to instrument flight. FAA part 141 approved. *PREREQUISITE: AVIA 111 or instructor's permission.*

218 Commercial Pilot Ground School (5)

Topics include navigation, weather, advanced aircraft performance, high-power engine operation, multi-engine factors, regulations, weight shift, instrument flight and communication, and airspace. FAA

Part 141 approved. Prepares students for the FAA Commercial Pilot written exam.

PREREQUISITE: AVIA 111 or instructor's permission.

220 Flight Instructor Ground School (5)

Prepares students to pass the FAA Fundamentals of Instructing, Basic Ground Instructor, Advanced Ground Instructor and Flight Instructor-Airplane written tests. Covers aviation instructing methods, the learning process, elements of effective teaching and lesson planning. Also covers aerodynamics, aircraft systems, aviation weather, flight maneuvers and navigation. *PREREQUISITE: AVIA 111, 216 and 218.*

230 Private Pilot Flight (5)

Qualifies the student for the FAA Private Pilot test or updates skills necessary to retain flight proficiency. A local authorized flight school will provide all in-flight instruction. Six hours of flight simulator experience is provided on campus. *This is a pass/no credit course.*

231 Private Helicopter Flight (5)

Helicopter flight training. Basic aerodynamics and parts of a helicopter, hovering, climbing, turning, descent, night operation, emergency procedures, autorotation, slope, and confined area operations.

236 Instrument Pilot Flight (5)

Qualifies students for the FAA instrument pilot rating or updates skills necessary to retain proficiency. A local authorized flight school will provide all in-flight instruction. Six hours of flight simulator experience is provided on campus. *PREREQUISITE: AVIA 111, 216, 230 or instructor's permission.*

240 Commercial Pilot Flight (5)

Instruction and experience in knowledge and flight maneuvers required by the FAA for the commercial pilot flight test. In-flight instruction provided by local authorized flight school. Six hours of flight simulator experience is provided on campus. *PREREQUISITE: Private Pilot Certificate or instructor's permission. This is a pass/no credit course.*

241 Commercial Helicopter Flight (5)

Advanced helicopter flight training. Normal and crosswind takeoffs and landings, load and balance determination, slow flight, cross-country navigation, limited visibility operations, high altitude takeoffs and landings, emergency procedures including autorotation with a power-on recovery hover.

Basic Education (BASIC)

047 Adult Basic Education (1-18)

Provides instruction in basic reading, writing, critical thinking and math to help students acquire fundamental academic, vocational and adult life skills. *PREREQUISITE: Age 19 or older, or instructor's permission. This is a pass/no credit course.*

050 GED Preparation (1-18)

Helps students master the skills required in writing, social studies, science, reading, and mathematics to pass the GED exam. *PREREQUISITE: Age 19 or older, or instructor's permission. This is a pass/no credit course.*

053 Adult Basic Math (1-5)

Helps students achieve proficiency in basic math skills in order to function better in their daily lives, perform job-related math tasks, prepare for college-level math classes, or prepare for the math portion of the GED exam. *This is a pass/no credit course.*

055 Adult Basic Reading 1 (1-5)

Provides students with the opportunity to learn phonetic skills and basic sight words that enable them to decode the sounds of English and to increase vocabulary in order to improve comprehension of increasingly challenging materials. *PREREQUISITE: Appropriate placement score or instructor's permission. This is a pass/no credit course.*

056 Adult Basic Reading 2 (1-5)

Provides students with the opportunity to learn reading strategies and techniques that improve their understanding of reading materials for work, study, or pleasure. Also provides instruction in the following basic reading skills: developing vocabulary, using the dictionary, and improving reading comprehension. *PREREQUISITE: Appropriate placement score or instructor's permission. This is a pass/no credit course.*

059 Adult Basic Writing (1-5)

Helps students achieve proficiency in basic writing skills to help them communicate more effectively in writing and performing job-related writing tasks, and prepare for college-level writing classes. *PREREQUISITE: Non-native speakers of English must have completed ESL 080 or have instructor's permission. This is a pass/no credit course.*



Course Descriptions

060 Adult Basic and GED Writing (1-5)

Helps students improve proficiency in basic writing skills to prepare for college-level writing classes or for the writing skills test on the GED exam. Students write connected paragraphs with correct mechanics, usage and sentence structure on topics applicable to their roles as learners, workers, and community and family members. *RECOMMENDED: Non-native speakers of English should complete ESL classes or take BASIC 047, 055, or 059 prior to registering for BASIC 060. This is a pass/no credit course.*

089 Basic Skills Review (1-6)

A course for students who do not need instruction in all basic skills, but who need to correct deficits in only one basic area. Students study in the basic skills class for shorter periods of time, and remain only until the deficits have been corrected. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

Behavioral Science (BEHSC)

101 College Experience (2)

Helps the first year student adjust to the college experience, develop a better understanding of the learning process, and to acquire basic "survival skills." Provides a "support group" experience for students in the first critical year of the college experience by assisting them in examining problems common to that experience in an atmosphere less formal than a traditional course.

103 Interpersonal Relations (5)

Assists students in increasing their effectiveness in interacting with other people. Focuses on learning skills in relationship building, maintaining relationships, and developing relationships in transition. Communication, conflict resolution and anger management skills will be presented in a lecture/discussion format.

107 Career Explorations (5)

For any person entering the labor force for the first time, or who is re-entering the world of work after a period of non-activity, or who wishes to change to a more satisfying occupation. Emphasizes the need of the individual student.

107.1 Career Planning (3)

Participants assess their skills, interests, and personality, and identify career paths and options. Also participates in activities to help them determine and establish career and educational goals.

115 Assertiveness Training (3)

Teaches communication skills that will help students state their thoughts and feelings honestly, directly, and appropriately in situations they meet and relationships they establish. Students receive instruction about the influence of human territoriality on the quality of communication and relationships. Instruction is also given on specific assertiveness skills.

175 Human Sexuality (5)

Explores the physiological, social and psychological aspects of sexuality. Major theoretical constructs and empirical data regarding sexuality will be studied. Particularly valuable for individuals who are either working or plan to work in the fields of physical and mental health. *Cross-listed with HL ED 175 and PSYCH 175. Satisfies social science requirement for AA degree.*

180 Introduction to Psychodrama (3)

Exploratory course in beginning therapy designed to introduce an individual to the fundamental elements and principles of psychodramatic methods. The use of action methods such as role-playing complements traditional verbal approaches in resolving personal problems.

185 Psychology of the Self (5)

Introduces the theoretical paradigms of the human self and methods of optimizing the development of the Self. Each class member will demonstrate through class discussions, essay and multiple choice examinations an understanding of the major paradigm regarding the Psychology of Self. Also each class member will develop, implement and evaluate a program of self-understanding using the presented theoretical concepts and methods.

190 Stress Management (5)

Increases student awareness of stress, anxiety and frustration. Provides a broad physical, social and psychological understanding of the human stress response. Provides students with materials from a wide background of stress research and experimentation, offering scientific insight and practical skills for effective stress management.

194 Special Studies (varies) (1-5)

Offers special behavioral science subject matter which is not part of the regular curriculum. As such, the content varies from course to course, depending upon the requests from students or the opportunity to present unusual topics. *This is pass/no credit course.*

294 Special Studies (varies) (1-5)

Content varies each time course is offered. May include studies in transpersonal experiences, intra-psychic phenomena, hypnotically modified behavior, electronically mediated learning, micro-counseling techniques, or other experiences that are therapeutic in nature where need or interest is expressed.

298-299 Independent Study (1-3)

For the student with basic preparation in counseling or guidance who wishes to apply his/her knowledge and abilities, working under the close supervision of a professional counselor in the community college, secondary schools or community agencies. Content and credits determined by the nature of the student proposal, by the time required to complete the project and by the institution. *PREREQUISITE: Instructor's permission.*

Biology (BIOL)

100 Introductory Biology (5)

For non-biology majors. Fundamental topics chosen from all areas of modern biology including the environment, ecology, physiology and cell biology. Uses examples from all the kingdoms of life. *Satisfies natural science or lab science requirement for AA degree.*

103 Botany (5)

For non-biology majors. The fundamentals of plants at the cellular, organism, and population levels will be discussed. Plant structure and function, genetics, photosynthesis, ecological principles, and their inter-relationships will be covered. *Satisfies natural science or lab science requirement for AA degree.*

110 Northwest Ecology (5)

Focuses on fundamental ecology of the Pacific Northwest. Designed for the beginning college student. The diversity, characteristics, and interactions of terrestrial, freshwater, and marine organisms, especially as they relate to community and ecosystem sustainability, will be discussed. Does not meet the lab requirement. *Satisfies natural science requirement for AA degree.*

127 Natural Science of Australia (5)

Focuses on the ecology of Australia, including ecosystems and human impact on ecosystems. The biodiversity, characteristics, and interactions of Australian flora and fauna will also be investigated within various habitats and ecosystems. A significant portion of the course will involve field observations and experiences. Does not meet the lab requirement. *PREREQUISITE: Enrollment in the Australia Study Abroad Program. Satisfies natural science requirement for AA degree.*



Course Descriptions

140 Field Trips in Biology 1 (1)

Explores various biological ecosystems of the Pacific Northwest. Locations of the field trips vary from year to year. *PREREQUISITE: Instructor's permission. Satisfies activity requirement for AA degree.*

177 Cooperative Education (1-12)

Offers students an opportunity to work full or part-time in jobs directly related to their programs and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*

194 Special Topics Lecture (1-5)

Focuses on a variety of topics, e.g., bird study, local plants and environmental issues--timber management and pollution in Puget Sound. Classes are conducted through lectures, class and group discussion and/or readings. May be repeated when a different topic is presented.

195 Special Topics Lab (1-4)

A lab component that may be linked to BIOL 194. Focuses on a variety of topics, e.g. bird study, local plants, and environmental issues--timber management, pollution in Puget Sound.

201 General Biology (6)

This class has three primary goals: 1) develop an understanding of the chemical basis of life, cell structure and function, cellular respiration, photosynthesis, cell division: mitosis/meiosis, principles of inheritance, molecular genetics, DNA technology, and natural selection as a unifying theme, 2) interpret and evaluate biological information, 3) understand science as a process. Intended for students planning to take advanced biology courses and/or those completing pre-professional programs. *PREREQUISITE: ENGL 110 and CHEM 160 or CHEM 102 or instructor's permission. Satisfies natural science or lab science requirement for AA degree.*

202 Animal Biology (6)

Surveys the animal kingdom in the context of evolution, taxonomic classification, fundamental physiology, and fundamental ecology. Specific topics will focus on selected representatives of the animal kingdom. The laboratory portion of this class corresponds to selected lecture topics, and provides hands-on experience for students. *PREREQUISITE: BIOL 201. Satisfies natural science or lab science requirement for AA degree.*

203 Plant Biology (6)

Covers the phylogenetic relationships of flowering plants with each other and other kingdoms, photosynthesis, plant structure and function, water and mineral nutrition, control of growth and development, and

animal and plant ecology. Topics are presented using a problem solving approach to plant biology through observation and discussion. Independent laboratory work is stressed. Successful students will be able to apply their understanding of the principles taught to new situations. *PREREQUISITE: BIOL 201. Satisfies natural science or lab science requirement for AA degree.*

210 Microbiology (5)

Introduction to the characteristics and activities of microorganisms with emphasis on the role of microorganisms in medicine, the environment and industry. Major topics include microbial classification, growth, metabolism, the role of microorganisms in disease, and immune responses of the host. Laboratory portion includes culture, identification and control of selected microorganisms. *PREREQUISITE: AP 104, AP 206, or BIOL 202 or instructor's permission. Satisfies natural science or lab science requirement for AA degree.*

298 Independent Study (1-5)

Independent study of selected topic(s) in various areas of the biological sciences. Topics selected and scope of study to be determined in conference between student and instructor. Successful students will be able to apply their understanding of the principles taught to new situations. *PREREQUISITE: Instructor's permission.*

Business Administration (B A)

101 Business, Government and Society (5)

Students sample the functional operations of any business, e.g., accounting, organization, personnel management, marketing, and social responsibility. Students also play the role of investor to experience the market process as it operates through contemporary financial institutions. A survey of the evolution of free market and command economies leads to understanding relationships of business with labor and government in today's mixed economy. *PREREQUISITE: Eligible for ENGL 100. Writing skills are recommended. Satisfies social science requirement for AA degree.*

110 Practical Financial Accounting 1 (5)

Elementary course covering the complete accounting cycle for service and merchandising businesses. The basic functions of analyzing, classifying, recording, and summarizing accounting data are studied. Topics include journals, ledgers, worksheets, adjusting entries and financial statement preparation. Includes a computerized general ledger application. *PREREQUISITE: Eligible for READ 104 or instructor's permission.*

111 Practical Financial Accounting 2 (5)

A continuation of B A 110. Topics include receivables, payables, bad debts, interest, recording and discounting of notes, inventories, depreciation, payroll, short-term investments, cash handling procedures, internal accounting controls, intangible assets, all done with an emphasis on generally-accepted accounting principles. Includes computerized accounting applications. *PREREQUISITE: B A 110 with a grade of 2.5 or higher, or instructor's permission.*

112 Computer Applications for Accounting (5)

The capstone financial accounting course for the Accounting certificate. Provides hands-on experience in learning how computerized, integrated accounting systems function. Topics covered will be accounts receivable, accounts payable, payroll, inventory and job costs. *PREREQUISITE: B A 110 or 210 and BUS E 100 with a grade of 2.0 or higher, or instructor's permission.*

113 Practical Accounting (5)

A continuation of B A 112, this is the last in the financial accounting series for the two-year Accounting degree. More advanced topics and concepts are introduced. Topics include long-term debt, including corporate bonds, stock transactions, retained earnings reconciliation, the statement of cash flows, and financial statement analysis. A computerized simulation will be used to review basic concepts and procedures. *PREREQUISITE: B A 112 with a grade of 2.5 or higher, MATH 072 or eligible for MATH 097, or instructor's permission.*

118 Individual Taxation (5)

Introduction to the principles and problems in tax accounting for individuals, including the concepts of gross income, adjusted gross income, taxable income, deductions, exemptions, credits and experience in completing tax reporting forms. *PREREQUISITE: B A 111 or 210 with grade of 2.5 or higher, or instructor's permission.*

145 Business Computation (5)

Sharpens the computational skills of students preparing to enter business employment. Provides a thorough review of basic arithmetic operations and their application to typical business problems. Also provides broad consumer education covering topics such as bank reconciliations, discounts, markups and markdowns, payroll, simple and compound interest and present value.



Course Descriptions

146 Intermediate Business Math (3)

Study of simple and compound interest, negotiable instruments, discounting notes, applying cash discounts and markup, the mathematics of payroll and payroll procedures, and calculation of adjusted gross income for tax purposes. *PREREQUISITE: B A 145 or special placement.*

175 Instructor Aide (1-5)

The student assists the instructor. Includes working with students in accounting classes, answering their questions, and doing tutorial-type work. *PREREQUISITE: Instructor's permission.*

177-179 Business Administration Work Experience (1-12)

Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*

200 Introduction to Law and Commerce (5)

Introduces legal system through an examination of several substantive areas that will be of interest to both business and non-business students. Covers constitutional law, contracts, torts, product liability, and criminal law. Uses business environment perspective, but also considers general social context within which these laws have emerged. Discusses structure of American legal system and investigates sources of law for that system. Cross-listed with S SCI 200. *Satisfies social science requirement for AA degree.*

205 Business Law (5)

Focuses on business law and the regulation of business activities. Central emphasis will be on contracts, the uniform commercial code, sales and secured transactions, bankruptcy, and third party contract rights. Course concepts will be illustrated using the "case method" presentation approach. *Satisfies social science requirement for AA degree.*

210 Financial Accounting 1 (5)

The first course in the three-quarter sophomore accounting transfer series. Concentrates on basic principles, concepts, theories and procedures of recording, analyzing, and interpreting financial data. Students will learn the fundamentals of the accounting cycle, recording and classifying of transactions, and construction of financial statements. Students will study manual and electronic accounting systems, accounting for cash, internal control, receivables, payables, inventory and long term assets. *PREREQUISITE: Eligible for ENGL 110 and MATH 102, or instructor's permission.*

220 Financial Accounting 2 (5)

The second course in the three-quarter accounting sequence. Topics include liabilities and equity sections of the balance sheet, the statement of cash flows, financial statement analysis, and topics on consolidations and foreign subsidiaries. Case studies and unstructured problems will be used to promote critical reasoning and writing skills. *PREREQUISITE: B A 210 with a grade of 2.0 or higher or instructor's permission. RECOMMENDED: B A 101 and computer spreadsheet skills.*

230 Managerial Accounting (5)

Third course in the three-quarter accounting sequence. Covers introductory concepts of managerial accounting. Topics include absorption and variable costing, job costing, cash and capital budgeting. Includes computer application. *PREREQUISITE: B A 220 with a grade of 2.0 or higher or instructor's permission. RECOMMENDED: ECON 200 and MATH 156 prior to enrolling in this course, and computer spreadsheet skills.*

Business Education (BUS E)

080 Keyboarding (2)

Keyboards are used to record words and data in the business office as well as in personal communications. Enables a student to develop touch-keyboarding (typewriting) skills in a minimal amount of time. Alphabet, number, and symbol keys will be presented. *For students with little or no keyboarding skills.*

090 Office Accounting (5)

General presentation of financial accounting designed to meet the needs of the non-accountant in business. Develops fundamental accounting principles and applications from initial journal entries through the preparation of financial statements for service and merchandising firms. Topics include the accounting equation, the accounting cycle in service and merchandising firms, special journals, cash transactions, payroll, accounting professionals, and computerized accounting systems. *RESTRICTION: Accounting majors are not eligible for this class.*

100 Fundamentals of Microcomputers (5)

Introduction to computers for home and business applications. Course content includes history, terminology, word processing, spreadsheets, databases, presentations, desktop information management, and OLE. An overview of the Internet will also be covered. Course also provides a foundation for all Business Division computer courses. *A minimum typing speed of 20 wpm is recommended.*

100.1 Microcomputer Fundamentals: Internet (2)

Incorporates self-paced individual resource module to cover the following concepts: The Internet, using Microsoft Internet Explorer to access the World Wide Web, and using the more popular search engines. Recommended for students who are self-motivated, computer-literate, and self-disciplined. Presented as an independent learning environment with no instructor present.

100.2 Microcomputer Fundamentals: Word (2)

Incorporates self-paced individual resource module to cover the following concepts: Using Word to create documents, editing and proofing Word documents, formatting Word documents. Recommended for students who are self-motivated, computer-literate, and self-disciplined. Presented as an independent learning environment with no instructor present.

100.3 Microcomputer Fundamentals: Excel (2)

Incorporates self-paced individual resource module to cover the following concepts: Using Excel to create worksheets, modifying Excel worksheets, formatting Excel worksheets, and creating charts. Recommended for students who are self-motivated, computer-literate, and self-disciplined. Presented as an independent learning environment with no instructor present.

100.4 Microcomputer Fundamentals: Access (2)

Incorporates self-paced individual resource module to cover the following concepts: Using Access to create databases, manipulating data in a database, creating forms, creating reports, and creating queries. Recommended for students who are self-motivated, computer-literate, and self-disciplined. Presented as an independent learning environment with no instructor present.

100.5 Microcomputer Fundamentals: PowerPoint (2)

Incorporates self-paced individual resource module to use PowerPoint to create presentations. Recommended for students who are self-motivated, computer-literate, and self-disciplined. Presented as an independent learning environment with no instructor present.

101 Beginning Typing/Keyboarding (5)

Keyboards are used to record words and data in the business office as well as in personal communication. Students will learn to operate the alphabet, number, and symbol keys on a computer by touch. Speed and accuracy skill development will be emphasized. Students will



apply these computer skills to the formatting of basic business documents using a current word processing program. *For students with little or no prior keyboarding (typewriting) instruction. RECOMMEND: BUS E 102 for those with a keyboarding speed in excess of 35 words per minute.*

102 Intermediate Keyboarding (5)
Builds on the keyboarding (typewriting) skills and concepts developed in BUS E 101 (Beginning Typing/Keyboarding). There is continued emphasis on speed and accuracy development on a computer keyboard. A modern word processing program will be used to refine formatting skills on basic business documents such as business letters, memorandums, reports, and tables. *A minimum typing speed of 35 wpm is recommended. PREREQUISITE: BUS E 101 or equivalent.*

103 Advanced Keyboarding (5)
Builds on the keyboarding (typewriting) skills and concepts developed in BUS E 102 (Intermediate Keyboarding). There is continued emphasis on speed and accuracy development on a computer keyboard. Students will use a modern word processing program to further refine formatting skills on a computer. Students will enhance their ability to make decisions and to work independently in this course. *A minimum typing speed of 45 wpm is recommended. PREREQUISITE: BUS E 102 or equivalent. BUS E 112 highly recommended.*

107 Typing Speed and Accuracy 1 (4)
For the student who knows the typewriter keyboard and would like extensive speed and accuracy skill development. Emphasis is placed on proper technique, rhythm development, straight-copy skill, and accuracy improvement. *Knowledge of keyboard and a typing speed of 30 wpm is recommended. This is a pass/no credit course.*

108 Typing Speed and Accuracy 2 (4)
For the student who knows the typewriter keyboard and would like intensive speed and accuracy skill development. Emphasis is placed on proper technique, rhythm development, straight-copy skill, and accuracy improvement. *PREREQUISITE: BUS E 107. This is a pass/no credit course.*

110 Business Math Applications (1-5)
Provides a thorough review of basic arithmetic fundamentals and their application to typical business problems. Students will learn to solve business problems using an electronic desktop calculator and a computer. Students will learn to operate a ten-key computer keypad by touch. Includes a unit in Excel.



111 Personal Computing (3)
Introduction to the personal computer in a small office/home setting. Includes terminology, file management, word processing, e-mail, Internet and electronic checkbook. No previous computer experience required. *Satisfies activity requirement for the AA degree.*

112 Beginning Word for Windows (5)
Focuses on the following concepts: creating, saving and printing a document; editing and managing documents, formatting characters and paragraphs, using spellchecker, autocorrect, thesaurus, word count and grammar tools, conducting a find and replace, using autotext, manipulating tabs, merging documents, creating headers, footers, footnotes and endnotes. A minimum typing speed of 30 wpm is recommended. *PREREQUISITE: BUS E 100 or instructor's permission.*

115 Professional Image Building (1)
Students learn to project a professional and successful image in today's competitive workplace. Business wardrobe, color analysis and design, hygiene (skin care and hairstyle), self-esteem, professional etiquette and the techniques for a successful interview are discussed. *Satisfies activity requirement for AA degree. This is a pass/no credit course.*

117 Exploring Powerpoint (2)
Learn to create and deliver easy, effective professional looking presentations using Microsoft PowerPoint. *PREREQUISITE: BUS E 100 or instructor's permission.*

118 Basics for Online Education (5)
An introduction to online issues such as how to access the Internet, apply appropriate file management, attach Word documents, and effectively communicate through e-mail. *This is a pass/no credit course.*

119 MOS Core and Expert Certification Preparation (7)
Prepares users to take the Microsoft MOS core and expert certification tests in Microsoft Access, Excel, Word and PowerPoint. *A minimum typing speed of 30 wpm is recommended. This is a pass/no credit course.*

119.1 Prep Test 1: Microsoft Certification Access (1)
For users of Microsoft Access for Windows who are preparing to take the Microsoft MOS core certification test. *A minimum typing speed of 30 wpm is recommended. This is a pass/no credit course.*

119.2 Prep Test 2: Microsoft Certification Access (1)
For users of Microsoft Access for Windows who are preparing to take the Microsoft MOS expert certification tests. *A minimum typing speed of 30 wpm is recommended. This is a pass/no credit course.*

119.3 Prep Test 1: Microsoft Certification Excel (1)
For users of Microsoft Excel for Windows who are preparing to take the Microsoft MOS core certification test. *A minimum typing speed of 30 wpm is recommended. This is a pass/no credit course.*



Course Descriptions

119.4 Prep Test 2: Microsoft Certification Excel (1)

For users of Microsoft Excel for Windows who are preparing to take the Microsoft MOS expert certification test. *A minimum speed of 30 wpm is recommended. This is a pass/no credit course.*

119.5 Prep Tests: Microsoft Certification PowerPoint (1)

For users of Microsoft PowerPoint for Windows who are preparing to take the Microsoft MOS core and expert certification test. *A minimum typing speed of 30 wpm is recommended. This is a pass/no credit course.*

119.6 Prep Test 1: Microsoft Certification Word (1)

For users of Microsoft Word for Windows who are preparing to take the Microsoft MOS core certification test. *A minimum typing speed of 30 wpm is recommended. This is a pass/no credit course.*

119.7 Prep Test 2: Microsoft Certification Word (1)

For users of Microsoft Word for Windows who are preparing to take the Microsoft MOS expert certification test. *A minimum typing speed of 30 wpm is recommended. This is a pass/no credit course.*

120 Machine Transcription (5)

Development of transcription skills using pre-recorded materials. Emphasis is given to producing mailable transcripts with specific attention given to the placement, arrangement, correct spelling, and grammar of letters, memos, tables, and reports. *A college level composition course is recommended. PREREQUISITE: BUS E 102 or instructor's permission.*

121 Legal Machine Transcription 1 (5)

Development of legal transcription skills using pre-recorded materials. Student will be given a comprehensive background in the creation, purpose, use, and procedures of legal documents in the specialty areas of wills and probate, criminal law, torts, contractual law, and litigation. Emphasis is given to producing mailable documents with specific attention to the rules of spelling, grammar, and punctuation to meet the NALS[®] requirements. Students will also increase their legal terminology knowledge and develop excellent research skills. *PREREQUISITE: BUS E 102 and ENGL 109, or instructor's permission.*

122 Medical Machine Transcription (5)

Development of medical transcription skills using pre-recorded materials. Emphasis is given to producing mailable transcripts with specific attention given to placement, arrangement, correct spelling, and grammar

of letters, medical documents, and laboratory reports to meet AAMT standards. *A college level composition course is recommended. PREREQUISITE: BUS E 102 and ENGL 108, or instructor's permission.*

123 Advanced Medical Machine Transcription (5)

Pre-recorded advanced medical dictation tapes are used to further develop terminology/transcription skills. Emphasis is given to 12 specialty topics, terminology and documents for those who plan to work as a medical secretary, medical transcriptionist, or court reporter. *A college level composition course is recommended. PREREQUISITE: BUS E 122 or instructor's permission.*

124 Medical Transcription Production (5)

Development of advanced medical production transcription skills using realistic pre-recorded materials. Emphasizes transcribing medical reports and correspondence which meet the entry-level standards for both accuracy and production speed of the medical transcription field to meet AAMT standards. *PREREQUISITE: AP 100, BUS E 123 and either BUS E 112 or 151.*

126 Pharmaceutical Basics (2)

Introductory course in pharmacology includes the study of terminology, drug classifications and usage. Emphasis will be placed on the knowledge of chemical, generic, and brand names of drugs as well as standards and references used in research for the preparation of medical report documentation. *PREREQUISITE: Eligible for READ 104.*

129 Legal Transcription 2 (5)

Refinement of legal transcription skills using pre-recorded materials. Students will develop a comprehensive background in the creation, purpose, use, and procedures of legal documents in the specialty areas of civil litigation, contracts, real estate, family, and corporate law. Emphasis is given to producing mailable documents with specific attention to the rules of spelling, grammar, and punctuation to meet the NALS[®] requirements. Students will also increase their legal terminology knowledge and develop excellent research skills. *PREREQUISITE: BUS E 121.*

130 Business Correspondence (5)

Emphasizes techniques used to develop and compose psychologically sound business letters and memorandums that deal with good news, bad news, and persuasive messages. In addition, students will be able to write a clear and well-organized business report. *PREREQUISITE: Eligible for ENGL 102.*

140 Records Management (5)

Study of filing methods (alphabetic, geographic, subject, and numeric) and related rules and applications. Attention is also given to filing equipment and supplies, micrographics, vital record plans, retention scheduling, and the records cycle. Students will also gain experience in the area of computerized record management through the completion of ten computing applications.

145 International Classification of Diseases (ICD) Medical Coding (3)

Introduction to the basic principles of coding diseases and operations according to the International Classification of Diseases. An introductory online course for beginners, as well as a review for administrative, billing, coding, and data entry personnel currently employed in a hospital, physician's office or billing service. *PREREQUISITE: ENGL 108 or instructor's permission.*

146 Current Procedural Terminology (CPT) Medical Coding (3)

Introduction to the basic principles of coding physician services and procedures in accordance with Current Procedural Terminology. An introductory online course for beginners as well as a review for administrative, billing, coding, and data entry personnel currently working in a physician's office or for a billing service. *PREREQUISITE: ENGL 108 or instructor's permission.*

150 Introduction to Windows (5)

Introduces the student to the Windows graphical user interface, the preparation of text and graphics documents, and the management of windows on the desktop. Includes the customizing of the Windows desktop; techniques for working with files, folders and documents; and communication with other computers through the Internet. *PREREQUISITE: BUS E 100 or instructor's permission.*

151 WordPerfect (5)

IBM PC-based word processing with WordPerfect. Focuses on fundamental operations to include creating a document, editing, and printing a document. Other areas covered are file handling, naming conventions, and use of directories and subdirectories under MS-DOS. *A typing speed of 30 wpm is recommended. PREREQUISITE: BUS E 100 or instructor's permission.*

157 Introduction to Outlook (2)

Introduction to Microsoft Outlook focuses on the application's basic tools for sending and receiving e-mail; organizing schedules and events; making journal entries; and maintaining contacts lists, to-do lists, and notes. Some customizing will be covered.



PREREQUISITE: BUS E 100 or instructor's permission.

161 Advanced WordPerfect (5)

Focuses on standardized text, search and replace, headers and footers, macros, merge, columns, sorting, calculations, and graphics. *PREREQUISITE: BUS E 151.*

162 Introduction to Excel for Windows (5)

Introduction to the basic skills for developing spreadsheets in Microsoft Excel for Windows. Students prepare and format a worksheet, maintain and enhance workbooks. *PREREQUISITE: BUS E 100 or instructor's permission.*

175 Instructor Assistant (1-5)

The student assists the instructor. Includes working with students individually in business education classes, answering questions, doing tutorial-type work, and checking papers. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

177 Business Education Work Experience (1-12)

Offers student an opportunity to gain experience in full or part-time employment directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 or instructor's permission.*

178-179 Business Education Work Experience (1-12)

Offers students an opportunity to gain experience in full or part-time employment directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Instructor's permission.*

184 Internet and Basic Web Design (5)

Students will apply the necessary online skills to be successful using the Internet. Topics include understanding and using the Internet, Web, FTP, E-mail, HTML, Web graphics, browsers, browser plug-ins, relative/absolute addressing, and other related aspects. Students will produce a Web site using a variety of available technologies. *PREREQUISITE: BUS E 100 or instructor's permission.*

185 Introduction to Microsoft Access (4)

Provides students with introductory Microsoft Access database training, specifically storage of data in a logical manner for later retrieval and use in the business environment. *PREREQUISITE: BUS E 100 or instructor's permission.*

200 Production Keyboarding (5)

Emphasis is on preparation of documents found in business offices. Students will use a modern word processing program to further refine formatting skills on a computer. Students will develop decision-making skills while improving keyboarding (typing) skills. Speed and accuracy improvement are emphasized. Students will work from unarranged copy with minimal narrative instruction. Projects will include correspondence, reports, forms, and tables. Emphasis is on producing mailable, error-free copy. *A recommended typing speed of 55 wpm. PREREQUISITE: BUS E 103 or equivalent and BUS E 112.*

201 Legal Production Keyboarding (5)

Develops decision-making skills and improves keyboarding (typing) and proofreading skills. Students will work from unarranged legal copy with minimal narrative instruction. Speed and accuracy improvement as well as legal terminology is emphasized. Projects will include preparation of documents commonly prepared in a legal office setting using a current word processing program. Projects include legal correspondence and documents, reports, forms, and tables. Emphasis is on producing mailable, error-free copy. *A recommended typing speed of 55 wpm. PREREQUISITE: BUS E 103 or equivalent, BUS E 112 and ENGL 109.*

202 Medical Production Keyboarding (5)

Develops decision-making skills and improves keyboarding (typing) and proofreading skills. Students will work from unarranged medical copy with minimal narrative instruction. Speed and accuracy improvement as well as medical terminology is emphasized. Projects will include preparation of documents commonly prepared in a medical office setting using a current word processing program. Projects include medical correspondence, documents and records, reports, forms, and tables. Emphasis is on producing mailable, error-free copy. *A minimum typing speed of 55 wpm. PREREQUISITE: BUS E 103 or equivalent, BUS E 112, BUS E 122 and ENGL 108.*

212 Computer Application for Teachers (5)

Specifically designed to assist teachers in integrating computer applications into classroom management. A database will be used to generate charts for maintaining grades; a spreadsheet to produce graphs; a word processor to generate form letters; and presentation software to produce slide presentations, speaker notes, outlines, or paper printouts.

214 Introduction to Information Security (5)

Evaluates student's awareness of the multifaceted aspects of information security. Upon successful completion of the class, the student will have a good foundation from which to further pursue the technical, human, physical, legal, and ethical aspects of the information security field. This class does not focus on specific technical security equipment but on the multifaceted need to assure security for a business's information. *RECOMMENDED: BUS E 184, BUS E 219. PREREQUISITE: BUS E 100.*

216 Computer Support Internship 1 (2-5)

The student will be working in the Computer Center assisting students with computer applications and basic hardware functions. Students may receive 2-5 credits that will apply toward the completion of the Computer Applications Specialist degree. *PREREQUISITE: Instructor's permission.*

217 Computer Support Internship 2 (2-5)

The student will be working in the Computer Center learning to troubleshoot, maintain hardware and software, as well as train lab assistants. Students may receive 2-5 credits which will apply toward the completion of the Computer Application Specialist degree. *PREREQUISITE: BUS E 216 and instructor's permission.*

218 Basic Office Personal Computer Support (5)

Focuses on troubleshooting and resolving computer problems. Prepares students to improve general computer skills in a variety of applications. Various aspects of customer communication will be covered, including dealing with users, training techniques, and general expectations of a support person. *PREREQUISITE: BUS E 150 or instructor's permission.*

219 Basic Networking Concepts (5)

A basic course in the management of a local area network. Identifies the responsibilities of the network system administrator and develops skills necessary in that function. *PREREQUISITE: BUS E 150 or instructor's permission.*

233 Civil Evidence (4)

An introduction to the rules of evidence as they relate to the trial process. Discussion of the roles of judge and jury and the different types of evidence available. The methods and means to obtain evidence will be covered, as well as presentation of evidence during trial. *PREREQUISITE: BUS E 103 and eligible for ENGL 102.*



Course Descriptions

235 Legal Office Procedures (4)

Provides a study of activities most often performed by a legal assistant. Topics include legal office environment, communication services and responsibilities, legal research, file management, legal code of ethics, scheduling/docketing techniques, messenger services, Washington's legal court system structure, legal billing procedures, wills/probate procedures, job search and informational interview, preparation of job-ready resume/portfolio, leadership, and human relations. *PREREQUISITE: BUS E 103 and 121.*

236 Fundamentals of Litigation 1 (5)

Focus is on the investigation and strategy stages of case development. Students will learn Washington State court rules pertaining to pretrial pleadings and motions. Emphasis on drafting court forms and other case documents prepared in the investigation, planning and pretrial pleading phases of litigation. *PREREQUISITE: BUS E 103 and eligible for ENGL 102.*

245 Medical Office Procedures (4)

Provides a study of activities most often performed by medical assistants and/or transcriptionists. Topics include medical office environment, communication services and responsibilities, medical research, file management, medical code of ethics, scheduling techniques, medical billing procedures, medical records, job search and informational interview, preparation of job-ready resume/portfolio, computerized patient scheduling/billing software, leadership, and human relations. *PREREQUISITE: BUS E 103 and 122.*

250 Office Administration (5)

Responsibilities of the administrative assistant are covered. Topics include human relations, office environment, communication services, time management, conferences, meetings, minutes, travel, postal services, reports, reference resources, CPS (Certified Professional Secretary), team building, sexual harassment, and job search. Provides human relations experience for business education students.

255 Advanced Word for Windows (5)

For advanced users of MS Word for Windows. Focuses on the following: using bookmarks and hyphenation; creating annotations and macros; adding borders, frames, and pictures; using MS Draw, WordArt, and Equation Editor; creating tables and charts; formatting text into columns; sorting text; formatting with styles; creating outlines, fill-in forms, tables of contents and indexes. *A minimum typing speed of 30 wpm is recommended. PREREQUISITE: BUS E 112 or instructor's permission.*

266 Inside Microsoft Office (5)

Focuses on the use of object linking and embedding (OLE) and the integration of applications. Prior application skills enhanced through the use of macros and switchboards. These skills will culminate in a professional PowerPoint group presentation. *PREREQUISITE: BUS E 100 or CIT 101.*

297 Independent Study (1-5)

Special courses and topics designed for students' individual learning in business and office education. Students may register for a contracted learning experience by obtaining a permission card from a business education faculty advisor. *PREREQUISITE: Instructor's permission.*

Business Management (BUS)

048 Checker Training (22)

A 378-hour course with lectures, discussions, role playing, lab and self-study where the student gains knowledge of the procedures required by grocery stores to handle situations and duties in the check stand.

103 Business Leadership: Sales and Communication (3)

Leadership training in which students must enroll for two quarters. Can enroll for additional quarters if they so desire. The student is provided with materials to develop skills in such areas as: 1) conducting meetings, 2) use of brainstorming, 3) working on committees, and 4) developing a program of work. Membership in Delta Epsilon Chi (DECA) is optional. *Satisfies activity requirement for AA degree.*

104 Business Leadership: Group and Team Activities (3)

Leadership training in which students must enroll for two quarters. Can enroll for additional quarters if they so desire. The student is provided with materials to develop skills in such areas as: 1) conducting meetings, 2) use of brainstorming, 3) working on committees, and 4) developing a program of work. Membership in Delta Epsilon Chi (DECA) is optional. *Satisfies activity requirement for AA degree.*

105 Business Leadership: Starting Your Own Business (3)

Students will be introduced to the concept of entrepreneurship: starting your own business. Each student will write their own business plan. The business plan will be divided into three sections: 1) Introduction, 2) Marketing Research, and 3) Financial Information. The class will be project based. Membership in Delta Epsilon Chi (DECA) is optional. *Satisfies activity requirement for AA degree.*

107-109 Business Leadership Activity 1-3 (2)

Students will plan and organize activities relative to leadership conferences, workshops, and community service projects. All students will be members of Delta Epsilon Chi (DECA). Students will learn effective organizational skills, using parliamentary procedure. *Satisfies activity requirement for AA degree.*

116 Professional Leadership Development (5)

Leadership training that introduces and develops the skills necessary to be an effective leader in our transforming global society. Focuses on key leadership and human relation theory, and how to use these ideas in a professional setting. Topics include goal setting, time management, positive attitude, leadership development, problem solving, and how to make a positive impact by your personal performance.

121 Marketing Fundamentals (5)

An examination of the flow of goods and services in both the consumer and industrial markets. Buyer behavior, development of the distribution structure, pricing, product policy, and promotional activities in the marketing system are examined and analyzed.

125 Industrial Traffic Management (5)

Addresses procurement and use of transportation service and the operation of transportation activities as related to the firm's transportation mission. Emphasizes the managerial and operational elements of transportation strategy. Provides the student with an understanding of transportation operations, documentation, and regulation used by today's logistics, traffic, and carrier managers. Includes an introduction to the skills necessary for a successful logistics career exploring the functions, professional career paths, and higher education requirements of the logistics industry.

159 Professional Selling (5)

Selling as a factor in distribution of goods and services; analysis of the customer and their wants; getting, holding, and closing customers; retail, wholesale, and personal selling principles and practices.

164 Business Principles (5)

Examines the business system and the environment in which it operates. Provides the student with a basic understanding and overall view of the role of business. Introduces the forms of ownership, the fundamentals of management, financial control, production and marketing. Basic business law and human resources are also examined. *RESTRICTION: Students who have completed B A 101 are not eligible for this course.*



166 Human Resources and Work Readiness (5)

Focuses on how to deal with an organization's most important resource, the people. Attention is also given to how customer-driven organizations determine and improve their service quality. Students will also discover how to apply their knowledge and skills learned to practical work experience.

167 Business Ethics and Social Responses (5)

Provides participants with realistic case problems and films to dramatize the ethical situations faced by today's business managers. Allows generous research and discussion of the social responsibility areas of the modern business environment. *PREREQUISITE: B A 101 or BUS 164 or instructor's permission.*

169 Seminar in Management Techniques (1-5)

Seminar is used for discussion of various management or supervisory topics as defined by requesting organizations, or as agreed to by seminar leader and participants.

173 Basic Money Management (5)

For individual and family budgeting. Deals with flows of income into and expenditures out of the budget. Typical pitfalls and opportunities in this personal financial cycle are identified. Includes treatment of insurance, savings and investment decisions directed toward a better standard of living.

175 Supervised Work Experience Seminar (1)

Cooperative vocational education seminar for Business Management majors. Seminar topics include resume writing, cover letters, human resource management and supervisory responsibilities. One seminar credit required for Business Management degree.

177-180 Supervised Work Experience (1-6)

Cooperative vocational education for Business Management majors. Coordinated classroom and on-the-job training to develop employment and pre-supervisory skills. Employment must be in a bonafide remunerated position where the work involves frequent interactions with other people. Attendance at the accompanying on-campus seminar is required. At least 2 quarters of the 177-180 series are required for the Associate in Applied Arts degree in Business Management, but no more than 12 of these credits may be counted toward graduation.

181 Introduction to International Business (5)

Examines the factors that contribute to a business participating in international business. Investigates country demographics, economic systems and theories, investment strategies, cultural perspectives of business negotiations, as well as marketing and human resource management issues. *PREREQUISITE: B A 101 or BUS 164 or instructor's permission.*

182 International Logistics (5)

Studies the process of planning, implementing, and controlling the flow and storage of raw materials, in-process inventory, finished goods, and related information from point of origin to point of consumption for the purposes of satisfying global customer requirements while efficiently using the firm's global resources. Emphasis is placed on understanding global business operations, transportation, documentation, customs, cultures, and banking. *PREREQUISITE: BUS 181 or instructor's permission.*

186 International Marketing (5)

Examines marketing, advertising, packaging, branding and logistics issues that impact global markets. Students will develop strategies that address topics such as global markets, global advertising and marketing, and cultural dynamics in assessing global markets. Students will be introduced to a marketing plan designed for global markets. *PREREQUISITE: BUS 181 or instructor's permission.*

202 How to Supervise People (5)

Practical applications of human motivation theory via case studies, role-play and group discussions. Studies included leadership, delegating, supervision by objective, cost-cutting techniques and innovations, budgeting of time, and the leading of conferences. *PREREQUISITE: B A 101 or BUS 164 or instructor's permission.*

212 Supply Chain Management (5)

Examines the principles of logistics and supply chain management. Emphasis is given to integrating management and performance of activities such as transportation, inventory, warehousing, customer service, and information technology. The systems viewpoint is explored at the individual firm level and from the perspective of interim relationships among participants in logistics supply chains. Recognition is also given to important interrelationships between logistics production, marketing, and financial management. *PREREQUISITE: Eligible for MATH 072 or completion of MATH 070, [B A 110 or 120] and B A 145, and BUS 182.*

257 Advanced Marketing.com (5)

A study of advertising and electronic marketing, and its role in a firm's marketing effort. Includes e-marketing, buyer behavior, communication, persuasion, advertising, sales and customer service. The project GMMI will be planned, organized, and implemented by students. *PREREQUISITE: BUS 121 or instructor's permission.*

258 Principles of Management (5)

General study of the principles and techniques of management and organization. The managerial and organizational processes and the functions of management are examined. Study is directed toward planning and control, budgets, decision making and organizational relationships. *PREREQUISITE: Sophomore standing or instructor's permission.*

Carpentry Technology (CARP)

101.1 Residential and Light Commercial Carpentry (1-13)

A competency-based course. The major areas of study will be: 1) basic carpentry terms and knowledge, 2) common carpentry related hand and power tool use, 3) basic carpentry mathematics, 4) site and building layout procedures, 5) footing and foundation forming, 6) concrete specifications, calculations, and ordering, 7) concrete placement and finishing, 8) common materials, fasteners, and hardware, and 9) OSHA/WISHA construction safety standards and compliance. Credits will be awarded upon competency completion. Leadership, workplace ethics, human relations, cultural diversity, attendance, punctuality, and craftsmanship will be an integral part of instruction. *PREREQUISITE: Instructor's permission.*

101.2 Carpentry Seminar 1 (1-3)

A linked class to CARP 101.1. This competency-based course offers in-depth study of residential and light commercial carpentry. The major areas of study will be: 1) basic carpentry terms and knowledge, 2) common carpentry related hand and power tools use, 3) basic carpentry mathematics, 4) site and building layout procedures, 5) footing and foundation forming, 6) concrete specifications, calculations, and ordering, 7) concrete placement and finishing, 8) common materials, fasteners, and hardware, and 9) OSHA/WISHA construction safety standards. Credits will be awarded upon competency completion. Leadership, workplace ethics, human relations, cultural diversity, and craftsmanship will be an integral part of instruction. *PREREQUISITE: Instructor's permission.*



Course Descriptions

102.1 Residential and Light Commercial Carpentry (1-13)

A competency-based course. The major areas of study will be: 1) floor, roof, and wall framing terms and knowledge, 2) common framing related hand and power tool use, 3) basic carpentry mathematics related to framing, 4) floor, wall, and truss roof assembly and erecting procedures, 5) Uniform Building Code requirements relating to framing, 6) light gauge steel framing, 7) exterior door and window installation, 8) roof covering material and installation, and 9) related OSHA/WISHA construction safety standards. Credits will be awarded upon competency completion. Leadership, workplace ethics, human relations, cultural diversity, attendance, punctuality, and craftsmanship will be an integral part of instruction. *PREREQUISITE: Instructor's permission.*

102.2 Carpentry Seminar 2 (1-3)

A linked class to CARP 102.1. This competency-based course offers in-depth study of residential and light commercial carpentry. The major areas of study will be: 1) floor, roof and wall framing materials and specifications, 2) common framing related hand and power tool use, 3) basic carpentry mathematics related to framing, 4) floor, wall and truss roof layout procedures, 5) Uniform Building Code requirements relating to framing, 6) light gauge steel framing material and specifications, 7) exterior door and window specifications, 8) roof covering material and specifications, and 9) related OSHA/WISHA construction safety standards. Credits will be awarded upon competency completion. Leadership, workplace ethics, human relations, cultural diversity, and craftsmanship will be an integral part of instruction. *PREREQUISITE: Instructor's permission.*

103.1 Residential and Light Commercial Carpentry (1-13)

A competency-based course. The major areas of study will be: 1) exterior and interior finishing materials and specifications, 2) common exterior and interior finishing materials and specifications, 3) basic carpentry mathematics related to exterior and interior finishing, 4) insulation installation and specifications, 5) drywall installation and finishing, 6) interior doors and running trim installation, 7) cabinet and countertop installation, 8) basic deck and sidewalk construction, and 9) related OSHA/WISHA construction safety standards. Credits will be awarded upon competency completion. Leadership, workplace ethics, human relations, cultural diversity, attendance, punctuality, and craftsmanship will be an integral part of instruction. *PREREQUISITE: Instructor's permission.*

103.2 Carpentry Seminar 3 (1-3)

A linked class to CARP 103.1. A competency-based course offering in-depth study of residential and light commercial carpentry knowledge and skills. The major areas of study will be: 1) exterior and interior finishing materials and specifications, 2) common exterior and interior finish related hand and power tools, 3) insulation materials and specifications, 4) drywall materials and specifications, 5) cabinet/countertop materials and specifications, 6) basic deck and sidewalk materials and specifications, and 7) related OSHA/WISHA construction safety standards. Credits will be awarded upon competency completion. Leadership, workplace ethics, human relations, cultural diversity, and craftsmanship will be an integral part of instruction. *PREREQUISITE: Instructor's permission.*

144 Residential Blueprint Reading (3)

How to read and interpret architectural blueprints for residential and light commercial construction.

145 Stair Design and Construction (4)

Introduction to the design and construction of residential and commercial stair construction. Topics include stair design factor, building code requirements, stair layout, cutting, installation, and various tread/riser installations.

146 Basic Cabinet Construction (4)

Introduction to basic box cabinet design and construction. Topics include basic cabinetry terminology; basic cabinet standard sizes and specifications; hardwood and softwood lumber types and grading; sheet material types, grades and sizes; basic wood joinery; fasteners and adhesives; stationary woodworking machinery set-up; operations and safety procedures; portable power tool operations; and surface preparation. *PREREQUISITE: Instructor's permission.*

147 Residential Remodeling Practices (6)

Introduction to residential remodeling practices. Topics include planning, demolition, tying into existing buildings, basic electrical and plumbing practices, permit processes, matching existing finished material and estimating. Most skill development will take place at an off-site location where students will be working on a full-size remodeling project. *PREREQUISITE: Instructor's permission.*

148 Material Estimating (1-4)

Introduction to estimating materials, services and other related costs needed to construct a residential home using general pick-off methods.

149 Rafter Cutting and Assembly (4)

Introduction to calculating lengths, laying-out, cutting and installation of common hip and valley rafters. Covers calculating, laying-out, and cutting other roof framing members such as hip and valley jacks, ridge boards, cripple jacks and other related special rafter components. The study of load designs and span requirements for different types of framing material will also be covered.

151 Understanding Building Codes (3)

Students will learn general and specific requirements of building codes, particularly as they apply to the residential carpenter, contractor, builder, or homeowner. Energy codes, zoning laws, and environmental protection requirements are also covered.

177-179 Cooperative Education (1-12)

Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*

194 Special Topics (varies) (1-13)

Studies and skill development to meet student-identified needs within the carpentry trade. *PREREQUISITE: Instructor's permission.*

Chemistry (CHEM)

101 Survey of General Chemistry (5)

Beginning course for the non-science student who is interested in chemistry at a level with less mathematical rigor than CHEM 105. Taken along with CHEM 102, it *Satisfies the chemistry requirement for many students in the allied health sciences and related fields.* *PREREQUISITE: MATH 072 or eligible for MATH 097. Satisfies natural science or lab science requirement for AA degree.*

102 Survey of Organic Chemistry and Biochemistry (5)

General course satisfying allied health program requirements. Study of the structure, nomenclature and reactions of organic and biological compounds, and applications to living systems. *PREREQUISITE: CHEM 101 or instructor's permission. Satisfies natural science or lab science requirement for AA degree.*

105 Introduction to General Chemistry (5)

Preparatory course for those planning to enroll in the science and engineering majors sequence (CHEM 140, 150 and 160) who have not completed a high school chemistry course or who need a refresher course prior to entering CHEM 140. Metric conversions, equation writing and other quantitative aspects of chemistry are stressed. (When CHEM 105



is not available, CHEM 101 may be helpful.) Transfers as a lab science. Students who have completed one year of high school chemistry may not be able to transfer more than five credits from CHEM 101, 105 and 140. *PREREQUISITE: One year of high school algebra or concurrent enrollment in MATH 097, or eligible for MATH 102 or above. Satisfies natural science or lab science requirement for AA degree.*

140 General Chemistry 1 (6)

For science, engineering and other majors who plan to take a year or more of chemistry. The structure of matter, solution chemistry (acid-base and oxidation-reduction), stoichiometry of reaction in solution, thermochemistry, atomic and electronic structure and quantitative relationships. *PREREQUISITE: High school chemistry or CHEM 105 with minimum grade of 1.5 and eligible for Math 102 or instructor's permission. Satisfies natural science or lab science requirement for AA degree.*

150 General Chemistry 2 (6)

Continuation of CHEM 140. Modern atomic theory, chemical bonding, molecular and electronic structure, valence bond theory, liquids and solids, and intermolecular forces. *PREREQUISITE: CHEM 140 with a minimum grade of 1.5. Satisfies natural science or lab science requirement for AA degree.*

160 General Chemistry 3 (6)

Continuation of CHEM 150. Metals and non-metals, electro-chemistry, nuclear reactions and coordination compounds, thermodynamics, kinetics, equilibrium, acid-based and solubility equilibria, and electro/chemistry. *PREREQUISITE: CHEM 140 and 150 with a minimum grade of 1.5. Satisfies natural science or lab science requirement for AA degree.*

177 Cooperative Education (1-12)

Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*

235 Organic Chemistry (6)

For science and other related majors which require a full year of organic chemistry. Structure, nomenclature, reactions (including mechanisms) and synthesis of organic compounds. Spectroscopic analysis. *PREREQUISITE: CHEM 160. Satisfies natural science or lab science requirement for AA degree.*

236 Organic Chemistry (6)

Continuation of CHEM 235. *PREREQUISITE: CHEM 235. Satisfies natural science or lab science requirement for AA degree.*

237 Organic Chemistry (6)

A continuation of CHEM 236. The chemistry of selected classes of biomolecules will be covered. *PREREQUISITE: CHEM 236. Satisfies natural science or lab science requirement for AA degree.*

296, 299 Independent Study (1-5)

Permits a student to pursue a special field of interest in chemistry under the guidance of an instructor. *PREREQUISITE: Instructor's permission.*

Chinese (CHIN)

101 Elementary Chinese 1 (5)

Begins the study of Mandarin Chinese (the official Chinese Language) focusing on the four basic skills of listening, speaking, reading, and writing. Emphasizes pronunciation, vocabulary development, and sentence structure. Includes practices with simplified Chinese characters as well as introduction to more complicated forms. *PREREQUISITE: No previous background in Chinese, or no more than one year of high school Chinese, or no more than two years of high school Chinese with a "C" average or less. Satisfies humanities/fine arts/English requirement for AA degree.*

102 Elementary Chinese 2 (5)

Continues the study of Mandarin Chinese (the official Chinese language) focusing on the four basic skills of listening, speaking, reading, and writing. Emphasizes pronunciation, vocabulary development, and sentence structure. Includes practice with complex Chinese characters as well as simpler forms. *PREREQUISITE: CHIN 101 or two years high school Chinese with a "B" average or better, or instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

103 Elementary Chinese 3 (5)

Completes the study of Mandarin Chinese (the official Chinese language) at the elementary level, focusing on the four basic skills of listening, speaking, reading, and writing. Emphasizes pronunciation, vocabulary development, complex sentence structure, and writing with Chinese characters. *PREREQUISITE: CHIN 102 or instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

CISCO Network Academy (SCNA)

SCNA 221 Cisco Networking Fundamentals—CCNA 1 (5)

This fundamental course presents important networking basics using the Open Systems Interconnect (OSI) seven layer model. Key topics include Local Area Network (LAN) technologies, devices, and standards, documentation, structured cabling, and Internet Protocol (IP) addressing. *PREREQUISITE: CIT 110 and CIT 242 and eligible for MATH 102 or ETCA 021.3; or instructor's permission.*

SCNA 222 Routing Theory & Routing Technologies—CCNA 2 (5)

This basic routing course covers the skills required to configure a CISCO router using Command Line Interface (CLI) commands. Key topics include router components, startup sequence, password security, and configuring interfaces and routing protocols. *PREREQUISITE: ELEC 221 or SCNA 221 or instructor's permission.*

SCNA 223 Advanced Routing & Switching Technologies—CCNA 3 (5)

Develops advanced routing and basic switching skills. Key topics include basic switching, Virtual Local Area Networks (VLANs), access control lists, Novel Netware's IPX/SPX, and CISCO Interior Gateway Routing Protocol (IGRP). *PREREQUISITE: ELEC 222 or SCNA 222 or instructor's permission.*

SCNA 224 Advanced Network Concepts—CCNA 4 (5)

Course presents concepts and configuration details for Wide Area Network (WAN) technologies and protocols. Key topics include WAN design, configuring Point-to-Point Protocol (PPP), Integrated Service Digital Network (ISDN), and frame relay services. Also includes activities to sharpen the participant's skills for taking the CISCO CCNA certification exam. *PREREQUISITE: ELEC 223 or SCNA 223 or instructor's permission.*

Communication Studies (COMM)

100 Fundamentals of Oral Communication (5)

Develops ability to communicate orally, but includes writing letters and resumes. Oral activities include interpersonal exercises, group discussion, giving directions and interviewing. Emphasizes critical thinking and problem-solving skills related to communication in business and organizational settings.



Course Descriptions

101 Basic Speech Communication (5)
Beginning course in the fundamentals of speech communication emphasizing understanding of, preparation for, and experience in the speech communication process. Students examine interpersonal variables that affect communication, compose and deliver speeches, and evaluate student presentations. *Satisfies humanities/fine arts/English requirement for AA degree.*

110 Interpersonal Communication (5)
For students who wish to gain greater insight into the process of speech communication in order to better understand and control their own communication behavior and thus cope more effectively in their interpersonal relationships. *Satisfies humanities/fine arts/English requirement for AA degree.*

145 The Vietnam War and Media (5)
Introduces students to the films, plays, books, comic books, popular music, and other cultural phenomena of the Vietnam War era and after. Examines the relationship between “the most reported war in history” and the media that reported it: how the course of the war and its aftermath were influenced by the media, and how the war was and is reflected in the cultural artifacts of the ‘60s, ‘70s, and ‘80s. *Satisfies humanities/fine arts/English requirement for AA degree.*

177-179 Cooperative Education (1-12)
Offers students an opportunity to work full or part-time in jobs directly related to their programs and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor’s permission.*

180 Communication Skills for Teachers and Trainers (5)
Focuses on learning and communication skills directed at increasing personal and instructional effectiveness. Develops the following skills: understanding and using adult learning theories and techniques, motivating and teaching, planning and delivering clear communication, clarifying task performance, conducting and participating in meetings, listening and questioning techniques, problem solving, conflict resolution, feedback, and business and instructional writing. *Satisfies humanities/fine arts/English requirement for AA degree.*

194 Special Studies (varies) (1-5)
Includes special communication projects that are not part of the regular curriculum. Content varies from course to course but could include public relations, advertising, organizational design, research grants, and professional publications.

212 Persuasion and Propaganda (5)
An exploration of both the art and science of persuasion and propaganda campaigns through the critical analysis of a series of historical case studies. Focuses on how the rhetorical choices and actions of the persuader and the receivers’ attitudes and behaviors are both influenced by the historical, political and cultural elements of a particular situation. Specifically designed to enhance one’s ability to evaluate and construct persuasive messages and symbolic actions. *Satisfies humanities/fine arts/English requirement for AA degree.*

215 Critical Analysis of Media (5)
Examines basic theories of media analysis and effects. Some of the specific media effects this class will examine include stereotypes, persuasive messages, and violent and sexual imagery. Applies those theories to a variety of media forms including movies, television, radio, and print for a better understanding of the specific effects these media have. *Satisfies humanities/fine arts/English requirement for AA degree.*

234 Small Group Leadership and Discussion (5)
Includes critical analysis of leadership and discussion in small group contexts. Emphasizes the development of communication effectiveness by looking to the physical and psychological conditions that influence communication and leadership in small groups. Also addresses the functional problems of leadership, organization in groups, developing involvement strategies within groups, problem solving, consensus building, and conflict management. *RECOMMENDED: Eligible for ENGL 110. Satisfies humanities/fine arts/English requirement for AA degree.*

238 Communication Across Cultures (5)
Looks at communication across cultures on both the interpersonal and intergroup levels. Investigates the components of culture that work to effect the communication of members in and across cultures. Different aspects of the communication process as they relate to intercultural communication will be examined, including perception, language, nonverbal communication, etc. An overview of prevalent theories and practical applications will be considered. *Satisfies humanities/fine arts/English requirement for AA degree.*

245 Argumentation (5)
Introduction and exploration of the basic theories and practices of argumentation. Different types of arguments and the tools, both theoretical and practical, needed to analyze, understand, and construct them will be developed. Through a variety of in-class projects, students will develop the skills

necessary to test and apply the theoretical and practical aspects of argumentation. Focuses on the oral presentation of arguments. Written work will be used to support and provide context for the oral argumentation practiced in class. *Satisfies humanities/fine arts/English requirement for AA degree.*

299 Independent Study (1-5)
Encourages a student to study independently in a field of his or her choice in communication. Each student meets on a tutorial basis with the instructor. *PREREQUISITE: Two courses from the following: COMM 100, 145, 177, 178, 179, 180 and 194; a topic that a member of the department is qualified to direct and evaluate, and permission from the division chair and instructor.*

Computation (ACOMP)

100N Computations for Practical Nursing (3)

A course in basic mathematics for nursing students. Topics include unit conversions in and between the avoirdupois (household), apothecary and metric systems and dosage calculations for oral, parental (injection), body weight and IV medications. *PREREQUISITE: MATH 062 with a grade of 2.5 or higher or appropriate COMPASS score, or instructor’s permission.*

100T Computations for the Trades (5)
Study of the basic operations of arithmetic and an overview of applied geometry concepts and their applications to specific trades. Topics include applications of whole numbers, fractions, decimals, percents, ratios, proportions, place value, roots, and basic concepts related to measurement, algebra, and geometry. Appropriate for students in Auto Body, Automotive, Carpentry, Machinist, and Welding programs. This is a computational course designed to meet the specific needs of students in the trades’ technical program. This course is not intended for transfer to any college-level mathematics sequence at GRCC or at any four-year institution. *PREREQUISITE: BASIC 053 or appropriate COMPASS score.*

Computer Information Technology (CIT)

101 Introduction to Computer Information Technology (5)

A survey course providing an overview of computer information technology. Introduces computer hardware, software, procedures and systems, and human resources, and their applications in various segments of society. A prerequisite class for other CIT courses.



PREREQUISITE: Eligible for READ 104 and eligible for MATH 102 or MATH 156.

102 Program Design (5)

Provides students with a solid background in logic for resolving problems while developing structured program logic and design techniques of an event-driven language, MS Visual Basic. The programmer will learn how to work with a visual interface while acquiring important programming skills such as creating projects with loops, decisions, and data management. *PREREQUISITE: CIT 101, 110, 120; or ELEC 112; and MATH 097 or eligible for MATH 102.*

110 Operating Systems Basics (5)

A technical introduction to Windows and DOS for students who have a strong interest in this area. Covers the role of the operating system from a systems perspective, user interface issues, data management, batch files, and other technical issues associated with modern operating systems. *PREREQUISITE: CIT 101 or concurrent enrollment.*

120 Internet Technologies (5)

A comprehensive overview of the different technologies that make the Internet work. Prepares the student to pass CompTIA's i-NET+ exam. Helps students make decisions concerning how business careers are linked to the Internet. Topics include the history of the Internet, how the Internet operates, networking basics, common Internet applications, basic HTML, and Web site implementation. *PREREQUISITE: CIT 101 or concurrent enrollment.*

175 Computer Aide (1-3)

The student works in the computer center. Includes assisting students with computer applications and computer programming on the available hardware. *PREREQUISITE: Instructor's permission.*

177 Network Development Work Experience (1-3)

Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: (CIT 201, 225, 268 and 290 or concurrent enrollment in all) and CIT 178. This is a pass/no credit course.*

178 Help Desk Experience (1-5)

Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: CIT 102, 222, 242 and BUS E 266 or concurrent enrollment in all. This is a pass/no credit course.*



179 Web Development Experience (1-3)

Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: (CIT 202, 230, 245 and 250 or concurrent enrollment in all) and CIT 177. This is a pass/no credit course.*

180 Database Development Work Experience (3)

Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: (CIT 235, 265, 292 and 276 or concurrent enrollment in all) and CIT 177. This is a pass/no credit course.*

181 Network Management Experience (3)

Provides individuals who are seeking an advanced network certification and/or an AAS degree in CSA-Networking with critical exposure to network design and management strategies as they apply in real-world working environments. *PREREQUISITE: (CIT 120, 222 and 242 or equivalent by exam) and (CIT 268, 269 and 270). This is a pass/no credit course.*

194 Special Topics (varies) (5)

Permits students to pursue special CIT topics, under the guidance of an instructor. Possible topics might include: 1) a discussion of the Open Systems movement, its impact on the computer industry and exposure to its software, or 2) the role of PDAs as thin clients and how to integrate them into existing systems and development of their applications,

data transfer, and impact on society, or 3) developments in client/server technologies, like XML and DHTML, that impacts how data is generated and presented to users.

201 Fundamental Database Design (5)

Helps students accomplish useful tasks in the real world through the use of a database management system (DBMS) such as Access 2000 and/or Oracle. The student learns the de-facto industry standard query language (SQL) in order to create and maintain the database and database objects, such as tables, forms, reports, queries, macros, modules, and Web pages. Students gain proficiency with the System Development Life Cycle techniques in order to develop the right business application. Students learn about the various modeling techniques such as Enhanced Entity Relationship Diagrams (EER) and the Unified Modeling Language (UML) to identify entities, stakeholders, and processes of the business. The student expands these skills through hands-on exercises demonstrating actual business scenarios. *PREREQUISITE: BUS E 266.*

202 Introduction to HTML (Hypertext Markup Language) (5)

The student will learn the most important topics of HTML, from the basics of creating Web pages with graphics and links, and controlling page layout with frames, to more advanced topics including cascading style sheets, programming with JavaScript and JavaScript objects and events, and creating a multimedia Web page with forms. *PREREQUISITE: CIT 102.*



Course Descriptions

221 Advanced Visual Basic (5)

Provides students with a solid foundation for developing applications within the context of a business setting using Visual Basic programming language. The students make use of the rules of logic learned in the previous course and an assortment of VB functionalities to create efficient, user friendly and powerful IC applications. *PREREQUISITE: CIT 102.*

222 User Support (5)

Introduces students to the basics of delivering computer user support within an organization. Topics include identifying users and their needs, providing support with help desks and training, and supporting their technical needs with installations and troubleshooting. *PREREQUISITE: CIT 101, 110 and 120.*

225 Advanced Operating Systems (5)

A technical introduction to network servers for students who have a strong interest in this area. Covers the purpose of a network, basic network concepts, basic network operations, basic user management, and basic resource management. *PREREQUISITE: CIT 268 or concurrent enrollment.*

230 Web Client Development (5)

A technical introduction to Web client development for students who have a strong interest in this area. Covers Web page design using artwork, forms, frames, objects, scripting, and trends in Web page development. *PREREQUISITE: (CIT 201, 225, 268 and 290) and CIT 177 or concurrent enrollment; and CIT 202 or concurrent enrollment.*

235 Database Management (5)

An introduction to database management that will introduce database principles, data modeling, normalization process, data manipulation (QBE and SQL), and issues related to data integrity. *PREREQUISITE: CIT 201.*

242 Basic Hardware (5)

A technical introduction to basic hardware used by computer systems for students who have a strong interest in this area. Provides a review of current computer hardware used in the microcomputer environment. Also deals with the configuration of hardware components of a system and interfacing hardware with related software. *PREREQUISITE: CIT 222 or concurrent enrollment.*

245 Web Server (5)

Emphasizes the fundamentals of the Microsoft Internet Information Server or similar server. Students will demonstrate their ability to install and use basic Internet services including the Web, FTP, DNS, security, and other server extensions. The basic system

architecture of a Web server, such as TCP/IP and security, will be explored through installing an Internet server as part of a class project. *PREREQUISITE: CIT 225 and 268.*

250 Active Web Site (5)

Introduces students to the concepts and applications of an active Web site. An active Web site creates Web pages "on the fly" to meet the specific needs of each user. Students will demonstrate an active Web site with client-side and server-side scripting, cookies to maintain a user state, and a database connection. Emphasizes the role of the developer and issues to be considered when creating an active Web site. *PREREQUISITE: CIT 245.*

260 Building XML Web and Database Applications (5)

Students learn how to build Web applications with XML-based authoring and editing software, a required skill for developing Web or Database applications. XML can be used to create a central data store across several organizations and multiple computer platforms, thus reducing cost and time of development and allowing re-use and sharing of information while delivering more dynamic content on more types of media. *PREREQUISITE: CIT 202 and 235.*

265 Structured Query Language (SQL) (5)

Provides the hands-on experience in creating a database using the Structured Query Learning (SQL), which is the standard de-facto database language used in mid and large-sized corporations. The student will demonstrate the ability to derive physical database design, develop logical data models, manage and maintain databases, provide database security, and use integrity constraints to control data entry. The student will learn important concepts and terminology associated with relational databases. *PREREQUISITE: CIT 201 and 235 or concurrent enrollment.*

268 MS Network and Operating System Essentials (5)

Provides individuals who are new to Microsoft Windows (current version) with the knowledge necessary to understand and identify the tasks involved in supporting Windows networks. An introductory course that provides an overview of networking concepts and how they are implemented in both Windows and other technologies. *PREREQUISITE: CIT 110 and 242 or equivalent by exam.*

269 MS Windows (Current Version) Professional Implementation (5)

Provides students with the knowledge and skills necessary to install and configure Microsoft Windows Professional on stand-alone and client computers that are part of

a workgroup or domain. *PREREQUISITE: CIT 268.*

270 Microsoft Windows (Current Version) Server Implementation (5)

Provides students with the knowledge and skills necessary to install and configure Microsoft Windows server to create file, print, Web, and terminal servers. *PREREQUISITE: CIT 268 or 269 or concurrent enrollment.*

271 Implement and Manage MS Exchange (Current Version) (5)

Teaches students the knowledge and skills necessary to install, configure, and administer Microsoft Exchange. *PREREQUISITE: CIT 270.*

272 System Administration for Microsoft SQL Server (5)

Provides students with the knowledge and skills required to install, configure, administer, and troubleshoot the current versions of Microsoft SQL Server, client/server, and database management system. *PREREQUISITE: CIT 235; and CIT 268, 269 or 270 or concurrent enrollment.*

273 Manage MS Windows (Current Version) Network Environment (5)

Gives students the ability to administer, support, and troubleshoot information systems that incorporate Microsoft Windows. *PREREQUISITE: CIT 271 and 272.*

274 Implement/Administer MS Windows (Current Version) Directory Services (5)

Provides students with the knowledge and skills necessary to install, configure, and administer Microsoft Windows Active Directory services. Focuses on implementing group policy and performing and group policy-related tasks that are required to centrally manage users and computers. *PREREQUISITE: CIT 270 and 273.*

275 Design MS Windows (Current Version) Directory Services Infrastructure (5)

Provides students with the knowledge and skills necessary to design a Microsoft Windows directory services infrastructure in an enterprise network. Strategies are presented to assist the student in identifying the information technology needs of an organization, and then designing an active directory structure that meets those needs. *PREREQUISITE: CIT 270 and 274.*

276 Advanced Database Application With Visual Basic Application (VBA) (5)

Course is anchored in practical and professional needs and reflects a "learning-by-doing" approach that encourages the student to grasp application related concepts



Course Descriptions

as he/she expands the skills through hands-on exercises. The main objective is to teach the student how to create powerful and dynamic real-world programs through the use of Visual Basic for Applications (VBA). The robust features provided by VBA are achieved through the combination of Word, Access, Excel, and Visual Basic in one single business application. *PREREQUISITE: CIT 102 and 201.*

280 Design a Secure MS Windows (Current Version) Network (5)

Provides students with the knowledge and skills necessary to design a security framework for small, medium, and enterprise networks by using Microsoft Windows technologies. Course contains four units that describe the securing of specific areas of the network: Unit 1, Providing Secure Access to Local Network Users; Unit 2, Providing Secure Access to Remote Users and Remote Offices; Unit 3, Providing Secure Access Between Private and Public Networks; and Unit 4, Providing Secure Access to Partners. *PREREQUISITE: CIT 270, 272 and 275.*

281 MS SQL Server Database Design and Implementation (5)

Provides hands-on techniques to deliver powerful database solutions and prepare for the Microsoft Professional Examination (MCP). Students gain practical experience designing and implementing data-driven business applications using SQL Server (Current Version) Enterprise Edition. While building these real-world design skills, the students are also preparing for MCP Exam 70-229, a core exam for MCDBA certification and a key elective on the MCSE and MCSD tracks. *PREREQUISITE: CIT 235.*

290 Systems Analysis and Design (5)

Emphasizes a practical approach to learning systems analysis and design using a blend of traditional development with current technologies. Defines and describes in detail the five phases of the system development life cycle (SDLC): planning, analysis, design, implementation, and operation and support. Provides students with a comprehensive Systems Analysis Toolkit that highlights the importance of communication, economic analysis, and project planning skills across all phases of the SDLC. *PREREQUISITE: CIT 201 or concurrent enrollment.*

292 Data Analysis and Design (5)

Continues the study of database management and expands to advanced techniques of analysis and design. The spreadsheet post-analysis process is introduced as an organizational tool for understanding and analyzing customer requirements. Students learn to analyze problems in four different

components: given data, required results, processing required, and a list of solution alternatives. *PREREQUISITE: BUS E 266 and CIT 201.*

297-299 Independent Study (1-5)

Encourages students to study and develop independently in the major area of CIT. Students must receive permission from the appropriate instructor. Each student will be on a tutorial basis with his/her instructor. *PREREQUISITE: Instructor's permission.*

Computer Reporting Technology (CRPT)

080 Machine Shorthand Lab (1)

Students will utilize the lab to produce transcriptions and work on realtime writing drills as assigned by instructor. *PREREQUISITE: Concurrent enrollment with any one of CRPT 095-099.*

090 Machine Shorthand Theory (3-4)

Studies the theory and arrangement of the keyboard. Sten-Ed Computer-Compatible Theory is taught. Intensive practice dictation with emphasis on rapid and accurate reading of notes. Students use Computer Tutor to reinforce theory. Beginning night students can only start fall and spring quarters.

091 Advanced Machine Shorthand Theory (3-4)

Continues to study the theory and arrangement of the keyboard. Sten-Ed Computer-Compatible Theory is taught. Students use Computer Tutor to reinforce the theory. Intensive practice dictation with emphasis on rapid and accurate reading of notes. *PREREQUISITE: CRPT 090 or 100.1.*

092 Machine Shorthand 40 wpm (3-4)

Development of skill in recording dictation and reading notes with practice on new and familiar material. Students should attain a minimum of 40 wpm with 95 percent accuracy in a typewritten transcript. *PREREQUISITE: CRPT 091 or 100.2.*

093 Machine Shorthand 60 wpm (3-4)

Development of skill in recording dictation and reading notes with practice on new and familiar material. Students should attain a minimum of 60 words per minute with 95 percent accuracy in a typewritten transcript. *PREREQUISITE: CRPT 092 or 101.1.*

094 Machine Shorthand 80 wpm (3-4)

Development of skill in recording dictation and reading notes with practice on new and familiar material. Students should attain a minimum of 80 wpm with 95 percent accuracy in a typewritten transcript. *PREREQUISITE: CRPT 093 or 101.2.*

095 Machine Shorthand 100 wpm (5-6)

Development of skill in recording dictation and reading notes with practice on new and familiar material. Students should attain a minimum of 100 wpm with 95 percent accuracy in a typewritten transcript. *PREREQUISITE: CRPT 094 or 102; and concurrent enrollment in CRPT 080.*

096 Machine Shorthand 120 wpm (5-6)

Development of skill in recording dictation and reading notes with practice on new and familiar material. Students should attain a minimum of 120 wpm with 95 percent accuracy in a typewritten transcript. *PREREQUISITE: CRPT 095 or 133; and concurrent enrollment in CRPT 080.*

097 Machine Shorthand 140 wpm (5-6)

Development of skill in recording dictation and reading notes with practice on new and familiar material. Students should attain a minimum of 140 wpm with 95 percent accuracy in a typewritten transcript. *PREREQUISITE: CRPT 096 or 134, and concurrent enrollment in CRPT 080.*

098 Machine Shorthand 160 wpm (5-6)

Development of skill in recording dictation and reading notes with practice on new and familiar material. Students should attain a minimum of 160 wpm with 95 percent accuracy in a typewritten transcript. *PREREQUISITE: CRPT 097 or 135; and concurrent enrollment in CRPT 080.*

099 Machine Shorthand 180 wpm (5-6)

Development of skill in recording dictation and reading notes with practice on new and familiar material. Students should attain a minimum of 180 wpm with 95 percent accuracy in a typewritten transcript. *PREREQUISITE: CRPT 098 or 136; and concurrent enrollment in CRPT 080.*

100.1 Machine Shorthand Theory 1 (5)

Studies the theory and arrangement of the keyboard. Sten-Ed Computer-Compatible Theory is taught. Intensive practice dictation with emphasis on rapid and accurate reading of notes. Students use Computer Tutor to reinforce theory.

100.2 Machine Shorthand Theory 2 (5)

Studies the theory and arrangement of the keyboard. Sten-Ed Computer-Compatible Theory is taught. Intensive practice dictation with emphasis on rapid and accurate reading of notes. Students use Computer Tutor to reinforce theory. *PREREQUISITE: CRPT 100.1.*



Course Descriptions

101.1 Machine Shorthand Theory 3 (5)

Continues the study of theory and develops skill in recording dictation and reading notes with practice on new and familiar material. Students should attain a minimum of 40 wpm with 95 percent accuracy in a typewritten transcript. *PREREQUISITE: CRPT 100.2.*

101.2 Machine Shorthand 60 wpm (5)

Continues the study of theory and develops skill in recording dictation and reading notes with practice on new and familiar material. Students should attain a minimum of 60 wpm with 95 percent accuracy in a typewritten transcript. *PREREQUISITE: CRPT 101.1 or instructor's permission.*

102 Machine Shorthand 80 wpm (8-12)

Development of skill in recording dictation and reading notes with practice on new and familiar material. Students should attain a minimum of 80 wpm with 95 to 96 percent accuracy in a typewritten transcript. *PREREQUISITE: CRPT 093 or 101.2.*

103 Machine Shorthand 100 wpm (8-12)

Concentrated drill and dictation on two-voice and multi-voice testimony, jury charge, literary and medical material. Students should attain a minimum of 100 wpm on new material with a minimum of 95 percent accuracy in a typewritten transcript. *PREREQUISITE: CRPT 094 or 102.*

104 Machine Shorthand 120 wpm (8-12)

Concentrated drill and dictation on two-voice and multi-voice testimony, jury charge, and medical material. Students should attain a minimum of 120 wpm on new material with a minimum of 95 percent accuracy in transcription. *PREREQUISITE: CRPT 095 or 133.*

105 Machine Shorthand 140 wpm (8-12)

Concentrated drill and dictation on two-voice and multi-voice testimony, jury charge, and medical material. Students should attain a minimum of 140 wpm on new material with a minimum of 95 percent accuracy in transcription. *PREREQUISITE: CRPT 096 or 134.*

106 Machine Shorthand 160 wpm (8-12)

Concentrated drill and dictation on two-voice and multi-voice testimony, jury charge, and medical material. Students should attain a minimum of 160 wpm on new material with a minimum of 95 to 96 percent accuracy in transcription. *PREREQUISITE: CRPT 097 or 135.*

153 Court Reporting Procedures 1 (5)

Begins to prepare the student for the reporting profession and related job opportunities. Topics include professional responsibilities and ethics, professional associations, professional image and dress, notary public, reference materials including methods of researching medical information and more, deposition procedures, transcript preparation and format, marking exhibits, indexing and storing steno notes, and reporting techniques will be stressed. Punctuating the spoken word, vocabulary building, capitalization, and proofreading will also be included. *PREREQUISITE: Instructor's permission.*

154 Court Reporting Procedures 2 (5)

Covers more advanced reporting procedures such as court transcripts and procedures, overview of video equipment in depositions and trials, state and federal judicial system, civil and criminal law and the trial process, administrative hearings, dictating a transcript, reporting interpreted proceedings including administering the oath, voir dire proceedings, polling of the jury, daily copy, computer-aided transcription, computer-integrated courtroom, and types of reporting possibilities. Students will participate in mock depositions and trials. All punctuation aspects and proofreading will continue to be stressed. *PREREQUISITE: CRPT 153.*

177-179 Cooperative Education (1-12)

Offers student an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*

201 Machine Shorthand 180 wpm (8-16)

Concentrated drill and dictation on two-voice and multi-voice testimony, jury charge, literary, and medical material. Students should attain a minimum of 180 words per minute on new material with a minimum of 95 to 98 percent accuracy in transcription. *PREREQUISITE: CRPT 098 or 136.*

202 Machine Shorthand 200 wpm (8-16)

Concentrated drill and dictation on two-voice and multi-voice testimony, jury charge, literary, and medical material. Students should attain a minimum of 200 words per minute on new material with a minimum of 95 percent accuracy in transcription. *PREREQUISITE: CRPT 201.*

203 Machine Shorthand 225 wpm (8-16)

Concentrated drill and dictation on two-voice and multi-voice testimony, jury charge, literary and medical material. Students should attain

a minimum of 225 words per minutes on new material with a minimum of 95 percent accuracy in transcription. *PREREQUISITE: CRPT 202.*

250 Computer-aided Transcription (3)

Students receive instruction in the basic care and maintenance of computer hardware and CAT writers as well as understanding computer technology. Students learn the necessary steps to produce a transcript, learning how to read, translate, edit and print transcripts through hands-on techniques utilizing Case Catalyst software. Other software and applications are discussed. Psychology of realtime writing, utilization of resource materials preparatory to writing realtime, updating dictionaries, file maintenance, and litigation support ASCII disks, keyword indexes, etc. are also covered. Previous computer familiarity required. *PREREQUISITE: Instructor's permission.*

251 Introduction to Captioning/Alternative Careers (3)

Students receive instruction on the various types, applications, and environments of captioning as well as the necessary equipment and setup required for each method. Students gain an understanding of the Americans with Disabilities Act and the FCC Telecommunications Act and their impact on the demand for captioning and court reporters with realtime skills. Students are given an overview of additional high-tech career options within the reporting industry, including scoping, medical/legal transcription, CART reporting, etc. *PREREQUISITE: CRPT 250 or instructor's permission.*

252 Captioning Internship 1 (4)

Students receive technical instruction and hands-on experience using a complete captioning station. Various types, applications, and environments of captioning are discussed. An overview of Internet applications as they relate to research for realtime and post-production captioning will also be covered. Instruction focuses on industry-approved guidelines for captioning, including formats, methods of presentation, text placement, presentation rate, special considerations, etc. Students practice continued refinement of realtime skills utilizing the steno machine through various classroom drills. Dictionary building for specialized areas of captioning will also be covered. Interns gain experience in post-production captioning with specialized emphasis focused on the completion of a captioning project utilizing GRCC's instructional video library. *PREREQUISITE: CRPT 251 or instructor's permission.*



253 Captioning Internship 2 (4)

Students receive additional technical instruction and hands-on experience using a complete captioning system. Continued use of Internet applications as they relate to research for realtime and post-production captioning will also be covered. Instruction focuses on industry-approved guidelines for captioning preparation including formats, methods of presentation, text placement, presentation rate, special considerations, etc. Students practice continued refinement of realtime skills utilizing the steno machine through various classroom drills. Dictionary building for specialized areas of captioning and CART will be covered. Interns gain additional hands-on experience in public meetings, educational captioning, CART and post-production captioning with specialized emphasis focused on the completion of captioning projects utilizing GRCC's instructional video library. *PREREQUISITE: CRPT 252.*

254 Captioning Internship 3 (4)

A third course in captioning designed to provide advanced, hands-on experience in captioning and CART. Continued use of Internet applications as they relate to research for realtime and post-production captioning will also be covered. Instruction focuses on industry-approved guidelines for captioning preparation including formats, methods of presentation, text placement, presentation rate, special considerations, etc. Students practice continued refinement of realtime skills utilizing the steno machine through various classroom drills. Dictionary building for specialized areas of captioning and CART will be covered. Interns gain additional hands-on experience in public meetings, educational captioning, CART and post-production captioning with specialized emphasis focused on the completion of captioning projects utilizing GRCC's instructional video library. *PREREQUISITE: CRPT 253.*

Computer Science (C SCI)

142 C Programming (5)

C programming language applied to engineering problems. The student organizes and writes C programming language computer programs to obtain the solutions to assigned problems. Engineering design competencies in teamwork, information gathering, problem definition, idea generation, evaluation and decision making, implementation, and communication are integrated in this course. *Cross-listed with G E 142. PREREQUISITE: MATH 104. Satisfies natural science requirement for AA degree.*

143 C++ Programming for Engineers (5)

Covers C++ programming language applied to engineering problems. The student organizes and writes C++ language computer programs to obtain the solutions to assigned problems. Emphasis is on using common data structures, abstract data types, modularity, and encapsulation. Students learn to understand, design and implement medium-sized programs. Engineering design competencies in teamwork, information gathering, problem definition, idea generation, evaluation and decision-making, implementation, and communication are integrated in this course. *Cross-listed with G E 143. Satisfies natural science requirement for AA degree.*

144 Java 1 (5)

A first course in JAVA programming. Students will use various data types, loops, nested structures, conditional operators, arrays, applets, graphic objects and methods, superclasses and subclasses, and will design, implement, document and debug Java computer programs. *PREREQUISITE: CIT 102 or MATH 104.*

145 Java 2 (5)

A continuation of C SCI 144. Uses Java language to cover topics that will include classes and interfaces, inheritance, basic design principles, exceptions, stream I/O, user interfaces, recursion, elementary data structures and associated algorithms (lists, queues, stacks, trees); and an introduction to performance analysis and implementation tradeoffs. Successful completion of the course will give the tools needed to construct substantial computer programs and the concepts needed to better understand computers and software. Also provides a good foundation for further study in computer science and engineering. *PREREQUISITE: C SCI 144.*

215 Introduction to UNIX (3)

Overview of current and future mainstreams of the UNIX operating system. Lectures will be reinforced with examples and exercises performed on a UNIX system. Students should be familiar with computers. No previous experience with UNIX is required. *PREREQUISITE: BUS E 111 and either CIT 102, or BUS E 150 or C SCI/G E 142.*

Cooperative Education (COOP)

171 Work Experience Seminar (1)

Supplements and enhances on-the-job work experience through projects, films, and research. The basic content of the course will reflect those issues that are general to the world of work. It also serves as a guideline for students as they go through the employment

cycle of setting goals, researching careers, applying for and getting jobs, and getting familiar with workplace issues.

Criminal Justice (CRJ)

100 Introduction to Criminal Justice (5)

Students will learn about current events in crime, criminal justice agencies and the response by correctional institutions to criminal offenders. Includes detailed descriptions of the duties and functions of specific actors in the system including victim, offender, police, prosecuting and defense attorneys, courts and corrections. *Satisfies social science requirement for AA degree.*

115 Fingerprint Science (5)

Fingerprint classification and latent fingerprinting. For anyone interested in the field and as preparation for the "fingerprint technician" position. Basic skills include preparing students for direct entry into the workforce.

177-179 Cooperative Education (1-5)

Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 or instructor's permission.*

200 Individual Rights in Criminal Justice (5)

Provides students the historic, legal and political basis of individual rights in the United States. Some areas that will be analyzed are search and seizure, freedom of expression, pornography, sexual harassment, arrest, and workings of the United States Supreme Court.

205 Criminal Evidence (5)

Covers basic rules of guidance applicable to criminal and other related police duties. Fundamental questions of evidence and theories of proof including hearsay, documentary proof, self-incrimination, relevance, and presumptions are examined. Special emphasis is on the exclusionary rule and search and seizure aspects of the Fourth Amendment.

215 Survey of Criminology (5)

Introduces students to the history and theory of what causes or contributes to crime. This broad-based class is interdisciplinary in nature and applies theories in biology, genetics, chemistry, sociology, anthropology and psychology. *Satisfies social science requirement for AA degree.*



Course Descriptions

220 Multicultural Diversity in Criminal Justice (5)

Addresses the beauty and richness of a culturally diverse population. The areas of uniqueness, diversity, stereotypes, prejudice and discrimination are also examined in relation to criminal justice professionals.

225 Criminal Law (5)

Examination of a variety of criminal laws including federal, state, and county laws. Focuses on criminal laws and their impact through selective enforcement by criminal justice officials. Special attention to substantive criminal law.

230 Corrections (5)

Examines the progression of correctional practices from the colonial period to the penitentiary of the 21st century. Other topics include the role of inmates, correctional officers and administration.

235 Intermediate Sanctions (5)

Examines the increased use of boot camps, electronic monitoring, intensive supervised probation and other forms of corrections that fall between prison and probation.

240 Community Oriented Policing (5)

Examines the growing trend of placing police officers back into the community to enhance the relationship between society and law enforcement. In the 21st century, police have found they need to better communicate with citizens. Community oriented policing engages the officer to work with individuals in the community to resolve community crime.

255 Forensics: An Introduction to Criminalistics (5)

Covers the many different areas of forensic science that are used today, including the latest methods and technologies used to solve crimes. The class will be taught through lecture and expert speakers on topics such as: autopsy procedures, arson investigation, explosives, ballistics and toolmarks, DNA, and many others.

270 Academic/Career Planning/First Aid/Firearm Safety (3)

Introduces new students to the Criminal Justice program or Forensic Technology program and helps them create both an academic plan and career plan. Students will also learn American Red Cross first aid and CPR and will be introduced to firearm safety and proficiency.

294 Special Topics in Criminal Justice (5)

Consists of current topics in the criminal justice field and may focus on areas in policing, corrections and other topics relevant to current trends and interests during the year.

299 Independent Study (1-5)

Encourages students to study independently in a field they find most useful to their academic or career aspirations. Students choose an area in criminal justice and work in conjunction with instructor to study and conduct research independently. *PREREQUISITE: Instructor's permission.*

Dance (DANCE)

101 Introduction to Dance (3)

Emphasizes basic jazz and ballet techniques and introduces the skills and practices of both dance forms. Jazz involves body toning exercises, physical fitness, cardiovascular endurance, and strength and flexibility. Students learn short dance routines. Ballet focuses on body awareness, mental and physical discipline, balance, poise, gracefulness and rhythmic awareness, as well as an appreciation of the arts. *Satisfies activity or humanities/fine arts/English requirement for AA degree.*

102 Dance Technique (3)

Emphasizes jazz and ballet techniques. Further develops the skills and practice of both dance forms. Jazz involves body toning exercises, physical fitness, cardiovascular endurance, strength and flexibility. Students learn short dance routines. Ballet focuses on body awareness, mental and physical discipline, balance, poise, gracefulness and rhythmic awareness, as well as building an appreciation of the arts. *PREREQUISITE: DANCE 101. Satisfies humanities/fine arts/English requirement for AA degree.*

103 Dance Technique 2 (3)

Emphasizes jazz and ballet techniques. Further develops the skills and practice of both dance forms. Jazz involves body toning exercises, physical fitness, cardiovascular endurance, and strength and flexibility. Students learn short dance routines. Ballet focuses on body awareness, mental and physical discipline, balance, poise, gracefulness and rhythmic awareness, as well as building an appreciation of the arts. *PREREQUISITE: DANCE 102. Satisfies humanities/fine arts/English requirement for AA degree.*

204 Choreography Workshop (3)

Rehearsal and performance of dance works to be presented in concert. Practice in advanced dance skills. Development of choreography for a variety of dance pieces. *PREREQUISITE: DANCE 101 and 102, or instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

Design Drafting Technology (D T)

050 Aircraft Blueprint Reading (3)

Develops the student's ability to visualize various manufacturing of fabricating processes required to make aircraft parts, understand the basic principles underlying the use of lines, and recognize the universal standards, symbols, and other techniques used to describe completely a part, unit or mechanism.

100 Introduction to CADD/CAM (7)

Introduction to computers and software applicable to design drafting-related careers. Primary instruction will be on the AutoCAD and CADKEY software used for computer-aided drafting to originate and edit drawings. Instruction of file management and an introduction to word processing will be included. *PREREQUISITE: Eligible for both ENGL 081 and READ 104.*

101 Technical Drafting (1-7)

Fundamental drawing course that provide students with knowledge of drafting tools and techniques. Includes drafting fundamentals, lettering, geometric construction, orthographic projection, isometric drawing, dimensioning, and sectional views. *PREREQUISITE: Eligible for both ENGL 081 and READ 104.*

101.1 Drafting Fundamentals (4)

Fundamental drawing course that provides students with knowledge of drafting tools and techniques. Includes drafting fundamentals, lettering, geometric construction, orthographic projection, and isometric drawing. Equivalent to completing the first half of D T 101, Technical Drafting. *PREREQUISITE: Eligible for both ENGL 081 and READ 104.*

101.2 Machine Drafting 1 (3)

Fundamental drawing course that provides students with knowledge of orthographic projection, dimensioning, and sectional views. Equivalent to completing the second half of D T 101, Technical Drafting. *PREREQUISITE: D T 101.1 or instructor's permission.*

102 Descriptive Geometry (7)

Descriptive geometry is a geographical process used to analyze space relationships by viewing the object or situation in such a way the relationship being investigated is actual size and measurable. (Applying descriptive geometry develops and dimensions primary and secondary auxiliary views of 3-D objects.) Dimensions and tolerancing will be in compliance with the ASME Y14.5M-1994 standard, with an introduction to the GD & T symbols. Draw cross sections and develop flat patterns for sheet metal components. *PREREQUISITE: D T 101 or 101.2*



102.1 Descriptive Geometry (4)

Descriptive geometry is a geographical process used to analyze space relationships by viewing the object or situation in such a way the relationship being investigated is actual size and measurable. Equivalent to the first half of DT 102. *PREREQUISITE: D T 101 or 101.2.*

102.2 Machine Drafting 2 (3)

Applying descriptive geometry, develop and dimension primary and secondary auxiliary views of 3-D objects. Dimensions and tolerancing will be in compliance with ASME Y 14.5M-1994 standard, with an introduction to GD&T symbols. Draw cross sections and flat patterns for sheet metal components. Equivalent to the second half of D T 102. *PREREQUISITE: D T 102.1.*

105 Design Drafting Careers (2)

Explores the profession of design drafting, the types of jobs, the required skills, and the degree and certificate programs offered at GRCC. Introduction to the competencies required for design drafting. Each student will prepare a program of study necessary to achieve his or her educational goal.

110 Introduction to AutoCAD (4)

Introductory course to Computer Aided Drafting (CAD) using the AutoCAD software. Instruction will focus on learning the commands necessary for creating, editing, and dimensioning 2-D drawing. Methods for creating documents that are accurate and accomplished in a timely manner will be discussed. File management techniques using Windows Explorer will be emphasized.

112 Introduction to CADKEY (4)

Learn the commands necessary for creating, editing, and dimensioning 2-D drawings and 3-D drawings solid models using the CADKEY software. Methods for creating documents that are accurate and accomplished in a timely manner will be discussed. File management skills using Windows Explorer will be emphasized.

115 Geometric Dimensioning and Tolerancing (4)

Geometric Dimensioning and Tolerancing (GD&T) is an international technical language of symbols used to describe the function and relationship of a part's feature. The symbology of GD&T, as defined in the ASME Y14.5 standard, is understood and applied by all designing and manufacturing communities. Students learn to recognize, interpret and apply GD&T theories and symbols. Applicable mathematical formulas will be studied.

125 Civil Drafting 1 (5)

An introduction to civil drafting, symbols, terminology, and standards. Includes development of an engineering drawing from survey notes to its inclusion into a set of construction plans or an engineering report. *PREREQUISITE: D T 100 and 101 or (D T 101.1 and 101.2).*

131 Mechanical Drafting-CADD (7)

An introduction to principles, techniques and applications of designing mechanical parts. Areas of study include selection of views, sectioning and auxiliary views, drafting conventions, format selection, dimensioning conventions using ANSI Y14.5 standards, setting DIMVARS in AutoCAD, threads and fasteners, machine shop practices, purchasing parts, and career opportunity discussions. *PREREQUISITE: Instructor's permission.*

135 3-Dimensional CADD/CAMM (7)

Focuses on geometric modeling, display manipulation, geometric analysis, file management, online plotting, the development of wireframe modeling, surface modeling and solids modeling. Mechanical drafting will be introduced with an emphasis on dimensioning. Computer-aided manufacturing will be introduced by developing a 2D toolpath on Mastercam CADD/CAM program then machining 2D toolpaths on milling machine. *PREREQUISITE: Instructor's permission.*

141 Architectural Drafting 1 (5)

Development of architectural drafting skills using AutoCAD and manual drafting which will include site planning, floor plans, wall sections, roof types, and elevations of single-story structures. Assignments are structured to allow good exchange of information between instructor and students. *PREREQUISITE: D T 101 or (D T 101.1 and 101.2), and either D T 100 or 110.*

145 Structural Drafting-Steel (4)

An introductory study of structural steel drafting. Includes engineering fundamentals, welding symbols, seated and framed connections (both welded and bolted), moment connections, detailing various steel products and using standard industry practices. *PREREQUISITE: D T 101 or (D T 101.1 and 101.2) or instructor's permission.*

146 Structural Drafting-Concrete (4)

An introductory study in structural concrete drafting. Pre-stressed and post-tensioned concrete is discussed. Includes engineering fundamentals, reinforcement bar detailing, P/C and P/S concrete products, and connections for P/C and P/S concrete, detailing using standard P/C and P/S concrete building products. *PREREQUISITE: D T 101 or (D T 101.1 and 101.2) or instructor's permission.*

151 Technical Illustration (7)

Provides an emphasis on visualization by developing three dimensional pictorial drawings, dealing with non-isometric surfaces and irregular shapes and compound angles with the use of the isometric protractor. Perspective development, inking techniques, line shading and contrast techniques, exploded and cut-away views. *PREREQUISITE: D T 101 or (D T 101.1 and 101.2).*

161 Electrical and Electronic Drafting-CADD (5)

Covers symbolization and good drafting techniques. Also covers how to apply symbols to the circuit and what identifications each one has. Prepares schematics and logic diagrams which follow standard drafting practices. Methods for handling wiring requirements. Sheet metal packaging for electronic components. How to lay out a simple printed circuit board and how to check their work for accuracy. *PREREQUISITE: D T 100 and 101 or (D T 101.1 and 101.2) or instructor's permission.*

165 Electronics Drafting (3)

Introduces students to the AutoCAD drafting program and drafting procedures. Covers symbolization and good drafting techniques. Covers how to apply symbols to the circuit and what identifications each one has. Prepares schematics and logic diagrams which follow standard drafting practices. Methods for handling wiring requirements. Sheet metal packaging for electronic components. How to lay out a simple printed circuit board and how to check their work for accuracy. *PREREQUISITE: Instructor's permission.*

175 Drafting Work Experience (1-12)

Supervised work experience at an approved training location. Work experience activities are opportunities for the student to utilize the drafting knowledge and skills learned in the classroom. Student is required to work a minimum of three hours each week for each credit enrolled and to participate in weekly seminars designed to facilitate personal growth and workplace ethics. *This is a pass/no credit course.*

177 Drafting Work Experience 1 (3)

Supervised work experience at an approved training location. Work experience activities are opportunities for the student to utilize the drafting knowledge and skills learned in the classroom. Student is required to work a minimum of six hours each week and to participate in weekly seminars designed to facilitate personal growth and workplace ethics. *This is a pass/no credit course.*



Course Descriptions

178 Drafting Work Experience 2 (3)

Supervised work experience at an approved training location. Work experience activities are opportunities for the student to utilize the drafting knowledge and skills learned in the classroom. Student is required to work a minimum of six hours each week and to participate in weekly seminars designed to facilitate personal growth and workplace ethics. *PREREQUISITE: D T 177. This is a pass/no credit course.*

179 Drafting Work Experience 3 (3)

Supervised work experience at an approved training location. Work experience activities are opportunities for the student to utilize the drafting knowledge and skills learned in the classroom. Student is required to work a minimum of six hours each week and to participate in weekly seminars designed to facilitate personal growth and workplace ethics. *PREREQUISITE: D T 178. This is a pass/no credit course.*

180-182 Leadership Skills 1-3 (1)

Provides personal development experiences through participation in class as well as leadership activities at school and in the community. Emphasizes individual participation to identify, plan, implement, promote, and evaluate activities. Provided instruction will facilitate development of personal skills in such areas as speaking, applying for a job, conducting business meetings, working on committees, and developing a plan of work.

199 Independent Study (1-5)

Encourages students to study and develop independently in a special topic area of drafting under the guidance of an instructor. Course content to be developed in conference between the student and instructor. Students meet on a tutorial basis with the instructor. *PREREQUISITE: Instructor's permission.*

200 ADDA Certification (2)

Strengthens potential for passing the ADDA Drafter Certification Examination. Technical material to be reviewed includes sketching, scales, lettering, line weights, geometric construction, orthographic views, auxiliary views, sectional views, dimensions, notes, working drawings, basic welding symbols, fits, tolerances, and architectural terms/standards. The ADDA Drafter Certification Examination will be scheduled at the conclusion of this course.

210 Advanced AutoCAD Development 1 (4)

Gives an introduction to the tools and skills necessary to develop advanced utilities to improve your AutoCAD performance. Focuses on learning and mastering basic customization tools. You will also gain a basic understanding of the capabilities and limitations of AutoCAD

menus and scripts. *PREREQUISITE: D T 110 or 131, or instructor's permission.*

225 Civil Drafting 2 (4)

Advanced civil drafting techniques. Stadia note reduction, cross sections and profiles, use of planimeter, grade lines, planimetric map and preparation of short plat documents will be covered. *PREREQUISITE: D T 125 or instructor's permission.*

231 Mechanical Design-CADD (7)

Advanced principles, techniques and applications of drafting technology required for the preparation of detail and assembly drawings. Based on current industrial practices and standards, areas of study include dimensioning and tolerancing, geometric, form and positional tolerancing, shop processes and procedures, layout drawings including developments and triangulation, piping and tubing drawings, welding and welding symbols, and forging and casting drawings. *PREREQUISITE: D T 102 and 131 or instructor's permission.*

232 Drafting and Design Projects-CADD (7)

A broad review of the factors influencing the function of mechanical components such as materials and manufacturing methods. Emphasis on complete graphical representation of each of the components that go into a set of working drawings. Students will work on a project selected by the class or projects assigned by the instructor. Projects will be selected on the basis of difficulty and completeness. The instructor will endeavor to obtain a project from a local manufacturing company. Design teams will create documentation for manufacturing. *PREREQUISITE: D T 131 or instructor's permission.*

236 3-Dimensional AutoCAD (4)

Focuses on 3D AutoCAD, AME (Advanced Modeling Extension), user coordinate systems, working in 3D space, modeling with solid primitives, shortcuts to solids, editing the model, detailing the model, advantages over wireframe, constructive geometry, establishing vpoints, solid display variables, vports, and analyzing the model. *PREREQUISITE: An understanding of AutoCAD commands or D T 100 or 110, or instructor's permission.*

237 Advanced 3-Dimensional CADD/CAM (4)

Focuses on rapid prototyping using Mastercam software. Includes creation and editing of 3D wireframe modeling, 3D solid modeling, and 3D surface modeling. Programming 3D toolpaths from 3D wireframe models and 3D derived and composite surface models. Toolpath editing to include project and trim functions. Production of prototype model using

the milling machine. Verification and editing of toolpath programs using rendered backplots. *PREREQUISITE: D T 135.*

240 Electrical and Mechanical Building Systems (5)

Instruction in the design, construction principles, methods, and materials of the following building systems: electrical, water supply, sanitary, storm drainage, heating, air conditioning, ventilating, fire protection, and conveying. *PREREQUISITE: D T 141 or instructor's permission.*

241 Architectural Drafting 2 (4)

Development of advanced architectural drafting skills, which will include multi-level floor plans, stairs and stair sections, foundation plans, floor framing and wall sections, and/or building cross sections. Drafting assignments are done by AutoCAD and/or manual drafting. *PREREQUISITE: D T 141.*

261 Printed Circuit Board Design-CADD (4)

Introduction to logic symbolization and circuit flow. Includes layout of circuit using a logic drawing for input, obtaining drill and trim information, drawing drill and trim documents, preparing the circuit to allow flow of voltage and amperage levels, reading vendor manuals for component data, preparing assembly information or circuit boards, and checking finished electronic circuit board. *PREREQUISITE: D T 161 or instructor's permission.*

277 Drafting Work Experience 4 (3)

Supervised work experience at an approved training location. Work experience activities are opportunities for the student to utilize the drafting knowledge and skills learned in the classroom. Student is required to work a minimum of fifteen hours each week. *PREREQUISITE: D T 179. This is a pass/no credit course.*

278 Drafting Work Experience 5 (3)

Supervised work experience at an approved training location. Work experience activities are opportunities for the student to utilize the drafting knowledge and skills learned in the classroom. Student is required to work a minimum of fifteen hours each week. *PREREQUISITE: D T 277. This is a pass/no credit course.*

279 Drafting Work Experience 6 (3)

Supervised work experience at an approved training location. Work experience activities are opportunities for the student to utilize the drafting knowledge and skills learned in the classroom. Student is required to work a minimum of fifteen hours each week. *PREREQUISITE: D T 278. This is a pass/no credit course.*



299 Independent Study (1-5)

Encourages students to study and develop independently in a special topic area of drafting under the guidance of an instructor. Course content to be developed in conference between the student and instructor. Students meet on a tutorial basis with the instructor. *PREREQUISITE: D T 131 and 135 or instructor's permission.*

Drama (DRAMA)

102 Drama Appreciation (5)

Introductory course designed to increase the student's understanding and enjoyment of the arts, theater and films. Course regards drama as one of the performing arts and not as literature. *PREREQUISITE: Eligible for READ 104. Satisfies humanities/fine arts/English requirement for AA degree.*

111 Rehearsal and Performance (5)

Participation in actual play production and performance. *Satisfies activity or humanities/fine arts/English requirement for AA degree.*

112 Rehearsal and Performance (5)

Participation in actual play production and performance at an intermediate level. *PREREQUISITE: DRAMA 111. Satisfies humanities/fine arts/English requirement for AA degree.*

113 Rehearsal and Performance (5)

Participation in actual play production and performance at an advanced level. *PREREQUISITE: DRAMA 112. Satisfies humanities/fine arts/English requirement for AA degree.*

120 The Art of the Film (5)

Gives the general or transfer student an appreciation for the motion picture as an art form. The approach of the course is to consider films as a vital, contemporary art experience rather than on the basis of historical or cultural significance. *PREREQUISITE: Eligible for READ 104 or concurrent enrollment in READ 094. Satisfies humanities/fine arts/English requirement for AA degree.*

140 Films of Shakespeare (5)

Introduction to and study of representative film versions of Shakespeare's dramatic works. Examines ten of the better-known films of his plays. Gain an in-depth appreciation and understanding of Shakespeare's style, techniques and themes. *PREREQUISITE: Eligible for READ 104 or concurrent enrollment in READ 094. Satisfies humanities/fine arts/English requirement for AA degree.*

151 Acting-Living the Role (5)

Presents the psychological approach to acting. The student practices observation of personality traits and types and techniques for concentrating one's consciousness into the character being played. *Satisfies humanities/fine arts/English requirement for AA degree.*

152 Acting-Technical Aspects (5)

Instructs the student in elementary stage techniques for the actor/actress. Attention is focused on movement, voice, gesture, characteristic mannerisms and stock character types. *Satisfies humanities/fine arts/English requirement for AA degree.*

153 Acting Workshop (5)

Offers the opportunity for students of varying abilities and interests in drama to learn about acting through performance experiences in scenes, one-act plays and possibly, full-length plays. *Satisfies activity and humanities/fine arts/English requirement for AA degree.*

298 Independent Study (1-5)

Encourages students to study and develop independently their special interests in drama. Each student meets on a tutorial basis with his/her instructor. *PREREQUISITE: Permission of the division chair who assigns student to the appropriate instructor.*

Early Childhood Education (ECE) (Birth to Five)

100 Basic Stars Training (2)

Offers students the required training set forth by the Washington State Training and Registry System STARS, a career development system for those who work in child care, early education, and school-age care. Content areas include child growth and development, child guidance, and health and safety.

101 Introduction to Early Childhood Education (3)

An overview of the teaching profession spanning the ages of early childhood through grade 3. Includes an overview of current research on effective teaching strategies, learning styles, and developmentally appropriate practices as well as an introduction to current issues related to education. Reviews the Essential Academic Learning Requirements (EALR's) for Washington State along with the Washington State Skill Standard Requirements. Appropriate for individuals interested in exploring the options in teaching in the areas of early childhood education or paraeducation in the elementary K-3 classrooms.

103 Early Childhood Education Practicum 1 (3)

Provides the opportunity for practical work experience in an ECE setting with the purpose of applying theoretical knowledge. Student is under the guidance and supervision of a college instructor while working with children under the age of six. *Satisfies activity requirement for AA degree.*

104 Early Childhood Education Practicum 2 (3)

Provides the opportunity for practical work experience in an ECE setting with the purpose of applying theoretical knowledge. Student is under the guidance and supervision of a college instructor while working with children under the age of six. *PREREQUISITE: ECE 103 or instructor's permission. Satisfies activity requirement for AA degree.*

120 Introduction to Child Development Associates (3)

Introduces the Child Development Associates (CDA) process to help students understand the terminology and requirements needed to earn this ECE teaching credential. Covers the first four functional areas and the first competency goal of the CDA process.

140 Health, Safety and Nutrition (3)

A study of the health, safety and nutrition guidelines that promote quality in an early childhood setting. An examination of the relationship between a healthy and safe environment and a child's growth and development will be included.

150 Language Arts (5)

Students prepare materials and design environments that enhance literacy and language skills for young children. Emphasis is placed on developmentally appropriate multicultural books and activities.

155 Math and Science for Children (5)

Plan, present and evaluate developmentally appropriate science, math and problem solving activities. Incorporate fine and gross motor development into math and science activities that build self-esteem and social skills.

160 Art for Children (3)

The development and enhancement of creative expression in children. Plan, present and evaluate developmentally appropriate curriculum units in art. A lab course that provides experiences with creative materials and activities that are multicultural, build self-esteem and social skills, and encourage fine and gross motor development.



Course Descriptions

175 Music/Movement Activities (3)

Students plan, present, and evaluate developmentally appropriate curriculum activities in music and movement. Appropriate for teachers who wish to work in a preschool setting, early elementary program or child care center. Students learn about the importance of creative expression, providing movement and music activities that promote social skills, are multicultural, and self-esteem building. Covers physical development of children through the elementary years with attention toward their fine and gross motor development. *Satisfies activity requirement for AA degree.*

177-179 Cooperative Education (1-12)

Offers student an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*

181 Montessori Practicum 1 (3)

Provides the opportunity for practical work experience in a Montessori classroom setting with the purpose of applying theoretical knowledge. Student is under the guidance and supervision of a Montessori-certified college instructor working with children between the ages of 3-6. *PREREQUISITE: Instructor's permission.*

182 Montessori Practicum 2 (3)

Provides the opportunity for practical work experience in a Montessori classroom setting with the purpose of applying theoretical knowledge. Student is under the guidance and supervision of a Montessori-certified college instructor working with children between the ages of 3-6. *PREREQUISITE: ECE 181 or instructor's permission.*

190 Child Development Associate Course Content (3)

Helps students meet the requirement for the Child Development Associates (CDA) process, by earning the credits and clock hours required in five of the thirteen functional areas. Covers cognitive, communication, creative, self-esteem, and social development.

194-196 Early Childhood Education Special Topics (1-5)

Enables students to pursue areas of special interest in the Early Childhood Education field. Students participate in approved regularly scheduled workshops, seminars, or classes sponsored by the college or by a recognized institution or organization, e.g. Child Care Resources, Educational Service District, the Washington Association for the Education of Young Children or local affiliate, health department, or childcare agency.

200 Child Development Associate Work Ethics (3)

Helps students meet the requirements for the Child Development Associates (CDA) process, by earning the credits and clock hours specific to the last four functional areas and four of the competency goals. Covers guidance and discipline, working with families, program management, and professionalism.

205 Learning Environments (3)

Studies facilities, equipment, materials and teacher behaviors that support safe and healthy learning environments for children. Models of curriculum are assessed as to developmental appropriateness.

211 Introduction to Montessori (4)

An introduction to the Montessori philosophy and method focusing on the 3-6 year old child. Practical life and sensorial exercises are presented along with a general overview of the Montessori subjects. A contemporary approach to the method is used with added emphasis on cultural relevancy and anti-bias curriculum practices.

212 Montessori 2 (4)

Continues the study of the Montessori philosophy and method focusing on the 3-6 year old child. Language and math lessons and exercises are presented along with the continued overview of the Montessori classroom. A contemporary approach to the method is used with added emphasis on cultural relevancy and anti-bias curriculum practices. *PREREQUISITE: ECE 211 or instructor's permission.*

213 Montessori 3 (4)

Concludes the study of the Montessori philosophy and method focusing on the 3-6 year old child. Cultural subjects are presented emphasizing developmentally appropriate practices. The student studies environment, equipment, materials, and teacher behaviors that support the Montessori method of education. *PREREQUISITE: ECE 212 or instructor's permission.*

214 Early Childhood Education Practicum 3 (2)

Provides second year practical work experience in an ECE setting with the purpose of applying theoretical knowledge. Student works under the guidance and supervision of a college instructor working with children under the age of six. *PREREQUISITE: ECE 104. Satisfies activity requirement for AA degree.*

215 Early Childhood Education Practicum 4 (2)

Provides second year practical work experience in an ECE setting with the purpose of applying theoretical knowledge. Student works under

the guidance and supervision of a college instructor working with children under the age of six. *PREREQUISITE: ECE 214. Satisfies activity requirement for AA degree.*

225 Early Identification/intervention, Birth to Five (3)

A study of the development of hearing, speech, language, vision, and motor skills in children birth through five in order to assess whether that development is within normal limits. Observations are used to identify developmental discrepancies, and preventative interventions are accomplished by working with parents in referrals to appropriate resources for diagnosis and remediation to allow earliest treatment in the prevention of further delays or future disabilities.

235 Interaction Skills (3)

A study of the relationship between parents and ECE workers and the impact this relationship has on professionalism. Special emphasis is placed on the communication skills and attitudes that allow the ECE worker to develop mutually respectful relationships with parents, co-workers and community.

250 Early Childhood Education Practicum (5)

Intended as the final course in the ECE degree program, ECE 250 provides the student with leadership experience at an approved early childhood education site selected by the ECE department. The student will be expected to assume a lead teaching role in which he or she demonstrates application of all previous coursework with emphasis on developmental appropriate and culturally appropriate practices. *PREREQUISITE: ECE 101, 103, 104, 140, 150, 155, 160, 175, 200, 205, 214, 215, 225, 253, and EDUC 110, 115, 130, 240, 243; and instructor's permission.*

260 Child Development Resource File (3)

For students who require assistance in preparing their Child Development Associates (CDA) resource file for submittal in order to apply for the CDA credential. Students will be provided with information to help them understand, define, and clarify the requirements established by the CDA Council. May be taken in conjunction with one of the other CDA courses. *PREREQUISITE: ECE 120 and/or ECE 190 and/or ECE 200 or instructor's permission.*

265 Supervised Montessori Teaching (4)

Provides an opportunity for leadership experience in a Montessori setting with the purpose of applying the Montessori philosophy and method in all areas of the classroom. Student is under the guidance and supervision



of a Montessori-certified college instructor working with children between the ages of 3-6. *PREREQUISITE: ECE 211, 212 and 213; or instructor's permission.*

Economics (ECON)

100 Economic Principles and Applications (5)

General survey course stressing basic principles of economic analysis and their applications to current problems and social issues. Intended primarily for students not majoring in business or economics and not intending to take ECON 200. *Satisfies social science requirement for AA degree.*

101 Economics of Competition (5)

Study of scarcity, competition, costs, prices, and profits with specific attention to resources, unions, business and government. *Satisfies social science requirement for AA degree.*

194 Special Topics (varies) (1-5)

Focuses on a special topic such as inflation, unemployment, population growth, environmental pollution, energy, taxation, discrimination, poverty, crime, health care or energy. Occasionally, a single course may cover several of these topics. Consists of lectures, class and small group discussions and student presentations. Any economic concepts needed by students are developed in course presentations.

200 Macroeconomics (5)

General introduction to economic reasoning. An overview of basic economic questions concerning economizing, competition and exchange. The study of macroeconomics and questions relating to the determination of national income, output, employment and the price level. *PREREQUISITE: Eligible for ENGL 110 and MATH 156; or instructor's permission. Satisfies social science requirement for AA degree.*

201 Microeconomics (5)

Continuation of the analysis of problems involving scarcity, choice, competition, and cost. Detailed examination of the basic principles and models of microeconomics and their application to contemporary issues and problems. Primarily for students who will be taking additional courses requiring a working knowledge of microeconomic theory. *PREREQUISITE: ECON 200 or instructor's permission. Satisfies social science requirement for AA degree.*

298-299 Independent Study-Economics (1-5)

Enables students individually to pursue special interests or opportunities in economics under guidance of an instructor. *PREREQUISITE: At least one 200-level course and instructor's permission.*

Education in Early Childhood (EDEC) (Preschool–Secondary Level)

102 Computers in Education (3)

Provides students an opportunity to use computers in a manner related to the education field. Appropriate for experienced as well as inexperienced computer users. Includes exposure to software for children.

110 Child Development (5)

A study of developmental tasks and characteristics of infants and children. Course uses current research that includes the influence of culture on development as well as other environmental influences. Includes observation techniques.

110.1 Child Development (3)

A study of developmental tasks and characteristics of infants and toddlers. Course uses current research that includes the influence of culture on development as well as other environmental influences. Includes observation techniques.

110.2 Child Development (2)

A study of developmental tasks and characteristics of preschool and school age children. Course uses current research that includes the influence of environment on development. Includes observation techniques. *PREREQUISITE: EDUC 110.1.*

115 Issues and Trends (3)

Emergent issues and trends impacting the field of education are examined and interpreted along with current research and views of society. Historical and social foundations of teaching young children are addressed, including issues relating to cultural diversity.

130 Guidance and Discipline (3)

An introductory course that explores positive guidance and discipline techniques that is developmentally appropriate and culturally sensitive. Theories as well as styles of discipline will be discussed with an emphasis on building positive self-esteem in children.

190 The Role of the Paraeducator (3)

Based on the Washington State Paraeducator standards, this course introduces students to the training needed to work as effective members of an instructional team in the P-12 system. Provides an understanding of direct services to children and youth, including youth with disabilities. Introduces the student to the roles and responsibilities of certificated/licensed staff and paraeducators, drawing on the expertise of local professionals and schools.

194-196 Special Topics 1-3 (2)

Enables students to pursue areas of special interest in the field of education. Students participate in approved regularly scheduled workshops, seminars, or classes sponsored by the college or by a recognized institution or organization, e.g., Child Care Resources, Educational Services District, the Washington Association for the Education of Young Children or local affiliate, health department, or childcare agency.

200 Curriculum Development in Literacy (2)

For individuals who intend to be instructional aides or paraeducators in the P-12 system. Acquaints students with the abilities needed in providing appropriate materials for the promotion of literacy skills in the classroom. Provides exposure to a wide variety of reading materials to meet multiple levels of ability. Instruction addresses the special needs populations and students with limited English fluency skills and involves working with local professionals and schools.

220 Introduction to Sign Language 1 (2)

An introduction to the use of sign language. Alphabet and vocabulary will be presented using Signed English. Finger-spelling activities include a variety of games and songs. *Satisfies activity requirement for AA degree.*

221 Sign Language 2 (2)

A continuation of activities presented in ECE 220. *PREREQUISITE: ECE 220 or instructor's permission. Satisfies activity requirement for AA degree.*

243 Creative Teaching of the Young Child (5)

Development of creative, developmentally appropriate materials, curricula and teaching strategies for educational settings. Culturally sensitive, multicultural, and anti-bias approaches are presented throughout the course.



Course Descriptions

294-296 Education Special Topics 4-6 (1-5)

Enables students with a basic knowledge in the discipline to pursue areas of special interest in the field of education. Students participate in approved regularly scheduled workshops and seminars sponsored by the college or by a recognized institution or organization, e.g., Educational Service District, the Washington Association for the Education of Young Children or local affiliate, health department, or childcare agency.

Education (EDU) (Elementary to Secondary Teacher)

111 Middle Childhood and Adolescence (5)

A study of the developmental characteristics of the child from middle school through adolescence. The following broad topical areas as they relate to each developmental period will be covered: physical, perceptual, cognitive/language, and social/emotional development. Developmental theories and research methods used in the field of human development will be included. *PREREQUISITE: EDEC 110 or 110.1 and 110.2.*

170 Introduction to Education (3)

Acquaints students with the K-college American education system and the profession of teaching. Appropriate for those wishing to gain a better understanding of schools and teaching, especially those planning to enter the teaching profession. Includes a historical perspective of American education, current research on effective teaching strategies, and a discussion of current issues related to schools, teaching and learning.

172.1 Elementary School Practicum (1-2)

A lab experience that gives students the opportunity to practice concepts learned in EDUC 170 by tutoring at a local elementary school. Students will tutor a minimum of 3 hours per week for 1 credit, and 6 hours a week for 2 credits. Other activities include teacher meetings, class visitations, and observing various educational programs/resources. *This is a pass/no credit course.*

172.2 Secondary School Practicum (1-2)

A lab experience which gives students the opportunity to practice concepts learned in EDUC 170 by tutoring at a local secondary school. Students will tutor a minimum of 3 hours per week for 1 credit and 6 hours a week for 2 credits. Other activities include teacher meetings, class visitations, and observing various educational programs/resources. *This is a pass/no credit course.*

193 Introduction to Special Education (3)

Explores the history, psychology, and medical aspects of special education, as practiced in the United States, in addition to opportunities available in the profession. Recommended for future educators and others interested in understanding children with special needs.

194-196 Special Topics 1-3 (2)

Enables students to pursue areas of special interest in the field of education. Students participate in approved regularly scheduled workshops, seminars, or classes sponsored by the college or by a recognized institution or organization, e.g., Child Care Resources, Educational Services District, the Washington Association for the Education for Young Children or local affiliate, health department, articulating school districts, or childcare agency.

210 Assisting Practicum (6)

Students work with children in the elementary classroom, learning and demonstrating the fundamentals of developmentally-appropriate and culturally-sensitive practices. In addition, the student participates in a two-hour seminar each week, linking the practicum experience to theory. *Satisfies activity requirement for AA degree.*

240 Multicultural/anti-bias (3-5)

Examines attitudes and practices that are explicitly and/or subtly biased on the basis of race, gender, socioeconomic status, ethnicity, age, culture, disability, and family/life-style. Emphasis is placed on the implications for classroom practices and developing a plan for incorporating anti-bias attitudes and practices into an educational setting.

270 Teacher Portfolio Review (1)

An independent study follow up course to EDUC 170, Introduction to Education, in which elementary and secondary education students continue to document their participation in activities related to teacher education and GRCC's campus wide learning outcomes. These experiences are documented in the student's teaching portfolio. *PREREQUISITE: EDUC 170 and 60 or more credits.*

294-296 Education Special Topics 4-6 (1-5)

Enables students with a basic knowledge in the discipline to pursue areas of special interest in the field of education. Students participate in approved regularly scheduled workshops and seminars sponsored by the college or by a recognized institution or organization, e.g., Educational Service District, the Washington Association for the Education of the Young Children or local affiliate; health department, or childcare agency.

English (ENGL)

081 Fundamentals of Written Communication (5)

Reading and writing course for general studies or professional and technical students. Students study basic sentence structure, review mechanics and punctuation, improve vocabulary and spelling, learn to write well-organized and developed paragraphs, write a short essay that shows the author can make relationships between paragraphs, and read short stories and essays. *PREREQUISITE: COMPASS placement and eligible for READ 094.*

090 Spelling Improvement (3)

For students who want to increase their proficiency in spelling. Students learn to apply basic spelling rules to sound out words that are spelled phonetically, and to memorize commonly misspelled words that are not spelled entirely by sound. Lecture, discussion, class exercises, homework review, and testing are included in each concept-based unit.

091 Vocabulary Improvement (3-5)

Offers students the opportunity to improve their vocabularies. Lectures and discussions introduce basic techniques and guidelines for vocabulary development.

092 Composition Skills: Mechanics and Paragraphs (1-2)

An individualized course for improvement of skills in composition. Students may work to improve punctuation, sentence structure, paragraph writing, short essay construction or other fundamental composition techniques. Students may also strengthen writing skills by reading examples of good writing as illustrated in published essays. *PREREQUISITE: Eligible for ENGL 081. This is a pass/no credit course.*

098 Bridge to College English (5)

A skill building class to help students move from ENGL 081 and READ 094 to college level English skills classes. Students learn to use basic skills to improve reading skills in vocabulary, fluency and comprehension and to improve writing skills in sentence, paragraph and essay construction. *PREREQUISITE: ENGL 081 or 100, or READ 094 or instructor's permission.*

100 Introductory Composition (5)

Intensive writing course designed to prepare students for ENGL 110. Focuses on the writing and revision process in forming the college essay. A general review of the rules of English grammar will also be presented. *PREREQUISITE: COMPASS placement or ENGL 081 and eligible for READ 104. This is a pass/no credit course.*



Course Descriptions

102 Practical College Writing (5)

Teaches critical reading and clear, effective, practical college writing. Readings are keyed to professional and technical topics. Writing assignments reflect actual work products, including letters, memoranda, surveys, reports, evaluations, and proposals. *PREREQUISITE: ENGL 081 or eligible for READ 104 or instructor's permission.*

103 Composition Skills: College Writing (1-3)

An individualized course for improvement of skills related to drafting, revision, and presenting focused writing assignments, including essays, reports, and other academic writing assignments. Students may also strengthen writing skills by reading examples of good writing as illustrated in published essays. *PREREQUISITE: Eligible for ENGL 100. This is a pass/no credit course.*

105 Grammar and Usage (5)

Teaches the structure of sentences through analysis of the five basic patterns and their alterations. Principles of usage and punctuation are presented as they relate to the structure of the sentence. Students may take this course to improve their grammar and usage and their editing skills.

106 Vocabulary Mastery (5)

For transfer and pre-professional students who wish to increase their vocabularies and develop more effective vocabulary skills. Emphasizes increasing knowledge of vocabulary to enhance reading, writing, and speaking. *PREREQUISITE: ENGL 091, eligible for a transfer-level reading class, or instructor's permission.*

108 Medical Terminology (1-2)

Designed primarily for Health Occupations and Court Reporting program majors; however, course is useful for anyone desiring a background in the language of medicine. *PREREQUISITE: ENGL 090, spelling pretest score of 80%, or instructor's permission.*

109 Legal Terminology (3)

Equips students for further legal studies, focuses on preparing court reporters for legal work, but would be useful for any student pursuing a career in the legal field. Emphasizes Latin as the basis of legal terminology.

110 College Writing (5)

A composition course designed to teach critical reading and clear, purposeful, and effective writing. Writing tasks are related to course readings and prepare students for writing assignments in other college classes. *PREREQUISITE: COMPASS placement or ENGL 100, and college level reading skills or READ 104. Satisfies basic skills requirement for AA degree.*

111 Writing: Humanities (5)

Composition course with readings in literature. May include study of other arts including painting, music, film, etc., and literary and cultural criticism, at discretion of individual instructor. Continues to reinforce basic reading and writing skills taught in ENGL 110, but emphasizes the development of reading and writing techniques involving interpretation, analysis, and critical judgment. *PREREQUISITE: ENGL 110. Satisfies basic skills requirement for AA degree.*

112 Writing: Social Sciences (5)

A composition course with readings related to issues in the social sciences. Continues to emphasize the basic reading and writing skills taught in ENGL 110. Major emphasis, however, is on the development of reading and writing techniques involving critical thinking: the analysis, interpretation, and evaluation of the readings. *PREREQUISITE: ENGL 110. Satisfies basic skills requirement for AA degree.*

113 Writing: Science and Business (5)

A composition course with readings in nonfiction designed to teach written communication in business, engineering, and the sciences. Emphasizes reading and writing in science and business. Continues to emphasize the basic reading and writing skills taught in ENGL 110. Major emphasis is on the development of reading and writing techniques involving critical thinking: the analysis, interpretation, and evaluation of materials read. *PREREQUISITE: ENGL 110. Satisfies basic skills requirement for AA degree.*

131 Introduction to Short Fiction (5)

Increases understanding and appreciation of fiction through intensive reading and analysis of short stories. *Satisfies humanities/fine arts/English requirement for AA degree.*

132 Introduction to Reading Drama (5)

Increases understanding and appreciation of drama through extensive reading and analysis. Readings include, but not limited to, plays from Greek theater, plays from the Renaissance, and plays from modern playwrights. *Satisfies humanities/fine arts/English requirement for AA degree.*

133 Introduction to Poetry (5)

Increases understanding and appreciation of poetry through a study of poetic techniques and through extensive readings in various poetic forms by selected poets. *Satisfies humanities/fine arts/English requirement for AA degree.*

135 Introduction to Novels (5)

Study of various novels with emphasis on how to read, enjoy and understand the works. Includes selected works of significant English,

European, and American novelists from Cervantes to the present. *Satisfies humanities/fine arts/English requirement for AA degree.*

151 Creative Writing 1 (5)

A discussion and application of the principles and techniques used in writing fiction and poetry. Development of analytical skills to enhance the writing of fiction and poetry. Includes readings of sample fiction and poetry. *Satisfies humanities/fine arts/English requirement for AA degree.*

152 Creative Writing 2 (5)

Develops skills in using techniques for writing poetry (metaphor and simile, use of diction, irony, imagery, sound, and structure) and develops skills in using techniques for writing fiction (generating ideas; controlling viewpoint; and exploring development of theme, tone, symbols, and style). *PREREQUISITE: ENGL 151. Satisfies humanities/fine arts/English requirement for AA degree.*

154 Literary/Art Journal Production (3)

Course leads students through the process of creating a student-centered literary and art journal for Green River Community College. Students will be assigned to specific tasks and will be in charge of all elements of the production of a journal of student fiction, poetry, and artwork/photography. *PREREQUISITE: ENGL 151 or concurrent enrollment; or instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

160 Literature By and About Women (5)

Introduction to writings by and about women. Studies cultural/historical concepts and paradigms that have impacted women's concepts of themselves, of their relationships to men, and of their relationships to the general cultures that surround them. Introduces students to writers from various literary periods and from various nations and cultures. *PREREQUISITE: Eligible for ENGL 110. Satisfies humanities/fine art/English requirement for AA degree.*

165 Introduction to Myths of the World (5)

Myths are approached thematically: creation, rites of passage, and the hero. Includes a study of the relationship of primitive and non-primitive mythology and the importance of myth in the contemporary world. *PREREQUISITE: Eligible for ENGL 110. Satisfies humanities/fine arts/English requirement for AA degree.*



Course Descriptions

180 Children's Literature (5)

Deals with the elements of literature as applied to children's books ranging from wordless picture books to junior high level reading. Specific subjects include character, plot, setting, theme, point of view, style, and tone as applied to poetry and prose written for children. Visual communication will also be addressed through analysis of illustrations accompanying the texts. *PREREQUISITE: Eligible for ENGL 110. Satisfies humanities/fine arts/English requirement for AA degree.*

181 Literary Approach to Pop Culture (5)

A critical view of literary theories applied to popular culture in a variety of forms (literature, television, advertising, music). Students study examples of works of popular culture and produce their own literary and social commentary in a variety of forms. *PREREQUISITE: Eligible for ENGL 110. Satisfies humanities/fine arts/English requirement for AA degree.*

183 Literary Approach to Mystery/Detective Fiction (5)

A critical view of literary theories applied to the genre of mystery/detective texts. Students examine themes, conventions, and cultural assumptions expressed through classic or contemporary texts. Students then produce their own literary commentary on the social, cultural, political, psychological, etc., textual representations. The commentary and texts may be in traditional or nontraditional form, including written, oral, visual, multimedia, etc. *PREREQUISITE: Eligible for ENGL 110. Satisfies humanities/fine arts/English requirement for AA degree.*

185 Literary Approach to the Bible (5)

The Bible is the main literary text to be studied. Students will also study the history and cultures of biblical and neighboring peoples. Students will understand and apply a variety of literary approaches and concepts, including but not limited to these: archetypal, traditional, feminist, symbolic/figurative, paradigmatic. Readings focus on the Hebrew Bible with a few samples from the New Testament. *PREREQUISITE: Eligible for ENGL 110. Satisfies humanities/fine arts/English requirement for AA degree.*

187 Paradise and Hell as Literary Concepts (5)

A study of the various cultural and artistic visions (secular and religious) of "heaven" and "hell." Begins with a study of theoretical explorations of the human need to conceptualize ideal and abhorrent worlds, including, but not limited to, those of Morse Peckman, Northrope Frye, D.H. Lawrence, and Joseph Campbell. Class also studies and

analyzes visions of "heaven" and "hell" in paintings, song lyrics, essays, poems, and prose fiction from various cultures and cultural epochs. *PREREQUISITE: Eligible for ENGL 110. Satisfies humanities/fine arts/English requirement for AA degree.*

190 Adolescent Literature (5)

Deals with elements of literature as applied to adolescent books ranging from junior high level reading to senior high level reading. Specific subjects include character, plot, setting, theme, point of view, style, and tone as applied to poetry and prose written for adolescents. Visual communication will also be addressed through analysis of illustrations accompanying the texts. *PREREQUISITE: Eligible for ENGL 110. Satisfies humanities/fine arts/English requirement for AA degree.*

194 Special Studies (varies) (1-5)

The content of this course varies each time it is offered. May include such studies as Literature of the American West, Afro American Literature, contemporary novels or poets or other topics related to literature or media where need and interest are expressed.

199 Independent Study (1-5)

Encourages a student to work on a project related to a specific English course. The project must increase the student's knowledge in the specified course. Specific requirements and directions for writing a proposal are on file with the English Division. *PREREQUISITE: Instructor's permission.*

221 American Literature to 1860 (5)

A study of the development of American literature from early Native American storytellers to 1860, focusing on Puritanism, the Enlightenment, Romanticism, and Transcendentalism as literary movements. Course also studies cultural/historical/literary concepts that characterize these movements. *PREREQUISITE: Eligible for ENGL 110. Satisfies humanities/fine arts/English requirement for AA degree.*

222 American Literature: Civil War to World War I (5)

A study of American literature from the Civil War to World War I, with special attention given to the rise of realism and naturalism, including the works of Whitman, Dickinson, Twain, Chopin, Crane, Norris and Gilman. *PREREQUISITE: Eligible for ENGL 110. Satisfies humanities/fine arts/English requirement for AA degree.*

223 American Literature: World War I to Present (5)

A study of American literature in the modern world. The course may include the works of Baldwin, Cisneros, Collins, Ellison, Frost,

Hemingway, Hughes, Oliver, Porter, Rich, Sexton and Walker. *PREREQUISITE: Eligible for ENGL 110. Satisfies humanities/fine arts/English requirement for AA degree.*

224 American Ethnic Literature (5)

A study of American literature by ethnic writers, including selections from Native American, African American, Latino/a, Asian American, and immigrant writing. Students will read individual texts closely, explore various literary critical and comparative approaches, situate texts in their historical and cultural contexts, and produce their own written interpretations. *PREREQUISITE: Eligible for ENGL 110. Satisfies humanities/fine arts/English requirement for AA degree.*

240 Introduction to Shakespeare (5)

A study of a selection of Shakespeare's comedies, histories, and tragedies. Plays included may vary each quarter that the course is offered. Selections may include plays being staged in the Seattle area and those to be presented in the forthcoming season at Ashland Shakespearean Festival. *PREREQUISITE: Eligible for ENGL 110. Satisfies humanities/fine arts/English requirement for AA degree.*

244 English Literature: 7th-16th Century (5)

An historical and critical survey of selected works of English literature from the seventh through the sixteenth centuries. Readings may include selections from Beowulf, The Canterbury Tales, "The Alliterative Revival," early English drama, and early English prose and lyric poetry. *PREREQUISITE: Eligible for ENGL 110. Satisfies humanities/fine arts/English requirement for AA degree.*

245 English Literature: 17th-18th Century (5)

An historical and critical survey of selected works of English literature of the seventeenth and eighteenth centuries, including the metaphysical and neoclassical movements and their historical contexts. *PREREQUISITE: Eligible for ENGL 110. Satisfies humanities/fine arts/English requirement for AA degree.*

246 English Literature: 19th Through 21st Century (5)

An historical and critical survey of selected works of English literature of the nineteenth through the twenty-first centuries, including representative writers of Romanticism, modernism and postmodernism and their historical context. *PREREQUISITE: Eligible for ENGL 110. Satisfies humanities/fine arts/English requirement for AA degree.*



265 Literature of the Ancient World (5)

An historical and critical survey of selected works of the ancient world with representative writing from a diversity of places and periods. *PREREQUISITE: Eligible for ENGL 110. Satisfies humanities/fine arts/English for AA degree.*

266 World Literature: 7-18th Century (5)

An historical and critical survey of selected works of world literature of the seventh through the eighteenth centuries from a diversity of cultures. *PREREQUISITE: Eligible for ENGL 110. Satisfies humanities/fine arts/English requirement for AA degree.*

267 World Literature: 19th-21st Century (5)

An historical and critical survey of selected works of world literature of the nineteenth through the twenty-first centuries from a diversity of cultures. *PREREQUISITE: Eligible for ENGL 110. Satisfies humanities/fine arts/English requirement for AA degree.*

299 Independent Study (1-5)

Encourages students to work on a project in a field of their special interest in English. A student must have completed course work in the area of the proposed independent study. Specific requirements and directions for writing a proposal are on file with the English Division. *PREREQUISITE: Permission of division chairperson and instructor supervising project.*

English as a Second Language (ESL)

051 English as a Second Language–Conversation (1-5)

Provides low, intermediate, and above ESL students with a language practice opportunity to share their ideas, opinions, and experiences. Students become active participants in conversations and improve their ability to manage conversations by learning specific language strategies. *PREREQUISITE: Eligible for ESL 070 or above; or instructor's permission. This is a pass/no credit course.*

052 English as a Second Language Literacy–Level 1 (1-15)

Beginning literacy level of ESL for students who are permanent residents of the state of Washington. Students learn letters, numbers, and begin to develop reading and writing skills. Students also learn to follow simple directions and learn some words and phrases. *This is a pass/no credit course.*

054 Preparation for Citizenship (1-2)

Assists participants in preparing for the U.S. naturalization examination and interview. Focus is on correctly completing application, studying the materials necessary to pass the interview and examination, and practicing examination/interview skills. *PREREQUISITE: Students must be able to read, write, and speak basic English. This is a pass/no credit course.*

055 Technology Assisted Language Learning (1-5)

Provides students at all levels of English with opportunities to learn and use English through technology, extensive reading, and conversation groups. As they use technology, ESL students will enhance the ESL language instruction received in other classes, and will discover new ways to improve their language learning skills. Students will also acquire basic computing skills needed for today's workforce. Students will study individually with the instructor, in small groups, and together as a class. *This is a pass/no credit course.*

056 English Pronunciation (1-5)

Practical studies of spoken American English for non-native speakers who find others have difficulty understanding their spoken English. Emphasizes the importance of syllable stress, linking words within a phrase, pitch rise for focus words, intonation and sounds. A listening component is included to help students improve their ability to comprehend fast speech. *This is a pass/no credit course.*

057 English at Work (1-2)

Assists adult ESL students with beginning to high-intermediate language ability to develop the skills needed to maintain employment and advance on the job. Students acquire speaking, listening, reading and writing skills. Students also develop the cultural awareness necessary to participate successfully in the American workplace. *PREREQUISITE: Eligible for ESL 070 or instructor's permission. This is a pass/no credit course.*

058 English as a Second Language–Group Discussions (1-5)

Provides high intermediate and above ESL students with the opportunity to participate in and lead group discussions. ESL students will learn techniques for being active participants in the classroom while improving their interpersonal communication and teamwork skills in a culturally diverse setting. *PREREQUISITE: Eligible for ESL 070 or above; or instructor's permission. This is a pass/no credit course.*

059 English Grammar for ESL Students (1-5)

Helps ESL students to understand and use English for a variety of purposes from informal discussion to more formal speech and writing. Students will study grammatical forms of written and spoken English as well as some elements of writing such as punctuation and capitalization. Students should take this course if they enjoy learning a language by studying and using the rules of the language. *PREREQUISITE: Eligible for ESL 070 or above. This is a pass/no credit course.*

060 English as a Second Language–Level 2 (1-15)

This is the second level of ESL course offered to beginning students who are permanent residents of the state of Washington and literate in their first language. Students will learn the basic level of English needed to functionally communicate in daily life. Emphasis will be on improving student's ability in listening and speaking the English needed in daily life. *PREREQUISITE: Placement test or instructor's permission. This is a pass/no credit course.*

070 English as a Second Language–Level 3 (1-15)

This is the third, or low-intermediate level of ESL course offered to students who are permanent residents of the state of Washington. Students will improve their ability to communicate in English and participate in their communities as parents, workers, and citizens. The emphasis will be on improving a student's ability in listening and speaking the English needed for daily life. *PREREQUISITE: ESL 060, placement test, or instructor's permission. This is a pass/no credit course.*

080 English as a Second Language–Level 4 (1-15)

This is the fourth, or high-intermediate level of ESL course offered to students who are permanent residents of the state of Washington. Students will work toward fluency in functional communication in their roles as parent, worker, and citizen. All language skills will be taught. *PREREQUISITE: ESL 070, placement test, or instructor's permission. This is a pass/no credit course.*

081 Into the Community (3)

Helps high-level English as a Second Language students who are permanent resident of Washington find volunteer positions in their communities. Students learn about the work environment in the United States by being active participants. *PREREQUISITE: Eligible for ESL 080 (Level 4) and ESL 085 (Level 5), and instructor's permission. This is a pass/no credit course.*



Course Descriptions

085 English as a Second Language— Level 5 (1-15)

This is the fifth, or advanced level of ESL course offered to students who are permanent residents of the state of Washington. Students will continue to develop their fluency in preparation for assuming a productive role in their community, participating fully in family and work situations, and succeeding in pursuit of vocational or academic goals. *PREREQUISITE: ESL 080, placement test, or instructor's permission. This is a pass/no credit course.*

Environmental Science (ENV S)

194 Special Topics (varies) (1-5)

Investigates the interaction of physical and biological systems in the environment. Examines the scientific principles which are involved in modern environmental problems and issues. Scientific topics could include energy, climate, soils, water, animal studies, local plants, and the dynamics of plants and animal populations and the communities they form. For students wishing to obtain a broad picture of human activities and their relationship to basic processes of ecosystems. Classes are conducted through lectures, class and group discussion and/or readings. May be repeated when a different topic is presented. This class does not meet the lab requirement.

204 Natural Science and the Environment (5)

The interaction of physical and biological systems in the environment. Examines the scientific principles that are involved in modern environmental problems. Scientific topics will include energy, climate, soils, water, and the dynamics of plants and animal populations and the communities they form. For students wishing to obtain a broad picture of human activities and their relationship to basic processes of ecosystems. This course does not meet the lab requirement. *PREREQUISITE: ENGL 110 or eligible for ENGL 110 and MATH 097 with a grade of 2.0 or higher. Satisfies natural science requirement for AA degree.*

Forensic Technology (See Criminal Justice)

Forest Resources (FORES)

114 Chainsaw Operation and Maintenance (1)

Students shall demonstrate competency using small engine-powered forestry equipment. Safety, maintenance, repairs and operation of the equipment is taught. Emphasizes how the equipment is used in current forestry operations. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

French (FREN)

101 Elementary French 1 (5)

Begins the systematic study of French with an emphasis on speaking and listening. Includes basic grammar, vocabulary, reading, writing, and conversation practice. Practice with lab materials required. *PREREQUISITE: No previous background in French, or no more than one year of high school French, or no more than two years of high school French with a "C" average or less. Satisfies humanities/fine arts/English requirement for AA degree.*

102 Elementary French 2 (5)

A systematic study of French using the four basic skills of listening, speaking, reading, and writing. Practice with lab materials required. *PREREQUISITE: FREN 101 or two years of high school French with a "B" average or better or instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

103 Elementary French 3 (5)

Completion of basic grammar system—grammar, vocabulary, reading, writing, and conversation. Practice with lab materials required. Fulfills University of Washington College of Arts and Sciences graduation requirement. *PREREQUISITE: FREN 102 or instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

201 Intermediate French (5)

Systematic review of French grammar. Intensive practice in listening, speaking, reading, and writing, with special emphasis on reading and writing. Oral practice through drills and discussion of selected pieces of French written materials. *PREREQUISITE: FREN 103 or placement by language instructor. Satisfies humanities requirement for AA degree.*

General Engineering (G E)

100 Careers in Engineering (2)

An introductory course to explore the functions of engineering and computer science, branches of the professions, educational requirements, and transfer institutions offering these programs. Includes an introduction to the competencies required for programming, problem solving, engineering design, and the planning of a program of study necessary to receive a bachelor of science degree in engineering or computer science.

104 Innovations in Design (5)

Introduction to design and communication principles using an engineering project approach, stressing teamwork, design process, creative and analytical thinking, quantitative analysis, professionalism and ethics, social, economic and political context, and open-ended problems. Introduces the engineering

design process by building group skills, understanding the effects of different learning styles, producing strategies for innovation, and fostering creativity in problem solving. Includes design projects, journal keeping, professionalism and ethical issues, and oral presentations. *Satisfies natural science requirement for AA degree.*

106 Introduction to Engineering Problems (3)

Introduction to dimensional analysis, vector algebra and their use in solving engineering problems. Newton's laws are used in problems involving forces, moments, acceleration and velocities. Problem format, significant figures, statistics and error analysis, and their role in the design process are discussed. *PREREQUISITE: MATH 104 or equivalent. Satisfies quantitative skills or natural science requirement for AA degree.*

112 Statics (5)

A fundamental and rigorous course in the mechanics of rigid bodies in static equilibrium conditions. Practical engineering problems involving the loads carried by structural components are solved using Static principles, vector notation and calculus for mathematical modeling. Principles and their limitations are learned together within the context of engineering applications and the engineering design process. *PREREQUISITE: G E 106 and MATH 125 or concurrent enrollment. Satisfies quantitative skills and natural science requirement for AA degree.*

123 Engineering Graphics and 3D Modeling (5)

A beginning lab course focusing on visualization, sketching, and 3-D parametric modeling computer aided drafting (CAD). Involves an introduction to the basic design competencies and graphical solutions of spatial problems using basic engineering drawing principles. Provides skills in graphic communication and visualization of three-dimensional objects, as well as design and problem solving skills. Recommended for all beginning engineering students.

140 Material Science (5)

An introductory course which investigates the basic principles relating to the structure and properties of materials used by practicing engineers. The properties of various engineering materials are related to their atomic, molecular, and crystalline structure. The effects of temperature, e.g., diffusion, heat treatment, phase changes, are explored. The effects of stress on both metallic and nonmetallic engineering materials are discovered in class and in the lab. New engineering material uses are researched



and discussed. *PREREQUISITE: CHEM 140. Satisfies natural science requirement for AA degree.*

142 C Programming (5)

C programming language applied to engineering problems. The student organizes and writes C programming language computer programs to obtain the solutions to assigned problems. Engineering design competencies in teamwork, information gathering, problem definition, idea generation, evaluation and decision making, implementation, and communication are integrated in this course. *Cross-listed with C SCI 142. PREREQUISITE: MATH 104. Satisfies natural science requirement for AA degree.*

143 C++ Programming for Engineers (5)

Covers C++ programming language applied to engineering problems. The student organizes and writes C++ language computer programs to obtain the solutions to assigned problems. Emphasis is on using common data structures, abstract data types, modularity, and encapsulation. Students learn to understand, design and implement medium-sized programs. Engineering design competencies in teamwork, information gathering, problem definition, idea generation, evaluation and decision-making, implementation, and communication are integrated in this course. *Cross-listed with C SCI 143. PREREQUISITE: MATH 124 and G E/C SCI 142. Satisfies natural science requirement for AA degree.*

177-179 Cooperative Education (1-12)

Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*

198 Independent Study-Computer Programming (1-2)

Encourages students to study and develop independently their special interests in computer programming. *PREREQUISITE: Instructor's permission.*

199 Independent Study-Design Projects (1-5)

A special project is designed, built, and tested by the student. The student, with the approval of an engineering instructor, selects the project. Permits a student to explore a field of special interests under the guidance of an instructor. *PREREQUISITE: Instructor's permission.*

235 Fundamentals of Electrical Circuits (5)

An introduction to basic electrical circuits and systems. Topics include basic analysis techniques, nodal and mesh analysis, Thevenin and Norton equivalent circuits. Linear differential equations will be applied to basic circuits. *PREREQUISITE: MATH 126 and PHYS 202. Concurrent enrollment in MATH 238 is desirable. Satisfies quantitative skills requirement for AA degree.*

240 Mechanics of Materials (5)

A rigorous investigation of the concepts of stress and deformation in structural members. Focuses on the development of basic relationships between loads, stress, and deformation in members such as beams, columns, shafts, and tension members. *PREREQUISITE: G E 112 and MATH 126 or concurrent enrollment. Satisfies natural science requirement for AA degree.*

280 Thermodynamics (5)

Introduction to the basic principles of thermodynamics. Covers energy transformations, work and heat, ideal and real gases, first and second laws of thermodynamics, and applications to engineering systems. *PREREQUISITE: CHEM 140 and MATH 125; or PHYS 201. Satisfies natural science requirement for AA degree.*

281 Dynamics (5)

An in-depth treatment of the dynamics of particles and rigid bodies using vector analysis. Topics include kinematics, kinetics, momentum, and energy principles for both particles and rigid bodies. A required course for numerous engineering programs. *PREREQUISITE: G E 112, MATH 125 and PHYS 201. Satisfies natural science or quantitative skills requirement for AA degree.*

Geographic Information Systems (GIS)

101 Careers in Geographic Information Systems (2)

An introductory course to explore the GIS profession, types of jobs in the field, required skills, and programs offered at GRCC and four-year institutions.

120 Introduction to ArcView (5)

Provides a conceptual overview of Geographic Information Systems and gives hands-on experience using ArcView GIS software. Students will access, display, query, and analyze spatially referenced data and produce finished maps. Students will also

use conventional data analysis tools, such as spreadsheets and business graphics, with maps for a completely integrated analysis system. *PREREQUISITE: Concurrent enrollment in BUS E 100, D T 100, NATRS 172, or instructor's permission.*

130 Introduction to Avenue (3)

A task-oriented approach to learning to use Avenue, ArcView's programming language. For students with no previous programming background. Students will learn to customize the ArcView interface and write avenue scripts. *PREREQUISITE: GIS 120.*

177-179 GIS Work Experience (1-12)

Offers students an opportunity to work full or part-time in jobs directly related to their programs and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*

194 Special Topics (varies) (1-5)

Permits students to pursue a special GIS topic, under the guidance of an instructor. Possible topics include applying various GIS course operations to specific regional databases, analyzing the data, making inferences, and producing mapped data; collecting local or regional data, analyzing the data and producing conclusions; doing a library and computer search of published materials on a specific topic and designing a database system to incorporate that data and expand the area of research.

200 GIS Principles and Concepts (5)

Introduces students to the principles and concepts of Geographic Information Systems (GIS) and how these relate to Arc/Info. Both vector and raster data formats are studied and spatial analysis is covered using both of these data types. Database principles and the geo-relational data model are also explored. *PREREQUISITE: Concurrent enrollment in GIS 120.*

201 Introduction to ArcGIS (6)

Provides an overview of ArcGIS and its three principle components: ArcMap, ArcCatalog, and ArcToolbox. Various data models including shapefiles, coverages, geodatabases, and grids will be studied. Students will create, manage, analyze, and display georeferenced data. Effective communication through the use of georeferenced datasets and finished maps will be emphasized throughout. *PREREQUISITE: GIS 120 and 200 or instructor's permission.*



Course Descriptions

202 ArcGIS Applications (6)

Provides an in depth study of spatial analysis using ArcGIS software. Students will choose a specialty area within GIS to focus on in their projects. Specialties can include natural resources, urban planning, utilities, retail, etc. Project work will enhance students problem solving and analytical skills. Effective communication through the use of georeferenced datasets and finished maps will be emphasized throughout. *PREREQUISITE: GIS 201 or instructor's permission.*

220 ArcGIS Extensions (4)

ArcGIS software is complimented by several extensions which add to its analytical and display capabilities. Students will learn to use Network Analyst, 3D Analyst, Image Analyst, and Geostatistical Analyst. Using these tools along with ArcGIS, students will construct geodatabases that include behavioral rules for spatial features. *PREREQUISITE: GIS 201 or instructor's permission.*

250 Spatial Database Design (4)

Students will learn principles of relational database management systems (RDBMS). Students will implement design solutions to database problems using Microsoft Access. Spatial considerations will be addressed using both georelational and object oriented data models. Students will produce a spatial database supporting natural resources or other relevant research interests. *PREREQUISITE: GIS 120 or instructor's permission.*

255 Programming ArcGIS (5)

Introduction to the Visual Basic for Applications (VBA) programming language. Students will learn to automate ArcGIS tasks with scripts and extensions. Students will also produce custom-designed menus, forms, and other graphical user interfaces. *PREREQUISITE: GIS 201 or instructor's permission.*

260 Introduction to Cartography (5)

Covers theory and practice of map design. Students will apply concepts of map scale, projection, and coordinate systems. Design principles will be studied and applied using state of the art computing technology and ArcView software. Cross-listed with GEOG 260. *PREREQUISITE: GIS 120. Satisfies social science requirement for AA degree.*

299 Independent Study (1-5)

Encourages students to study and develop independently in a special topic area of Geographic Information Systems under the guidance of an instructor. Course content to be developed in conference between the student and instructor. Students meet on a tutorial basis with the instructor. *PREREQUISITE: Instructor's permission.*

Geography (GEOG)

100 Introduction to Geography (5)

Survey of elements, major concepts and methods of the field of geography. Topics include weather, climate, soils, wild vegetation, settlement, population, agricultural systems, and other selected topics. *Satisfies social science requirement for AA degree.*

108 Introduction to Human Geography (5)

Focuses on describing and analyzing the ways language, religion, agriculture, architecture, government and other cultural phenomena vary from one place to another. Emphasizes the creation of distinctive "built" landscapes by various culture groups. *Satisfies social science requirement for AA degree.*

120 Introduction to Physical Geography (5)

A macroenvironmental study of the character, location and origins of different types of physical phenomena such as landforms, weather, climate, soil, vegetation, wildlife, and their relationship to humans. *Satisfies social science requirement for AA degree.*

190 Geographic Exploration (5-10)

Field course designed to give a student the opportunity to study the components that make up and contribute to the character of various selected, distinct landscapes while actually in the field. Skill training (kayak, glacier climbing, scuba, wilderness camping) and subject briefing sessions are usually a part of this course. *Satisfies social science requirement for AA degree.*

200 World Regional Geography (5)

Study of the world's regional structure; analysis and interpretation of the world's cultural, economic, and resource patterns. Previous college-level geography would be helpful. *Satisfies social science requirement for AA degree.*

260 Introduction to Cartography (5)

Covers theory and practice of map design. Students will apply concepts of map scale, projection, and coordinate systems. Design principles will be studied and applied using state of the art computing technology and ArcView software. Cross-listed with GIS 260. *PREREQUISITE: GIS 120. Satisfies social science requirement for AA degree.*

298-299 Independent Study (1-5)

Permits students to individually pursue a special field of interest under the guidance of an instructor. *PREREQUISITE: GEOG 100, 120 or equivalent; and instructor's permission.*

Geology (GEOL)

101 Physical Geology (5)

Survey of the physical systems that give the Earth its form. Emphasizes the dynamic nature of interior and exterior processes and their relevance to humans. Laboratory class with field trips. *Satisfies natural science or lab science requirement for AA degree.*

102 Field Trips in Geology (1)

Investigates the geology of the Pacific Northwest. Locations of field trips will vary from quarter to quarter. Some of the trips involve hiking up to 3 or 4 miles on variable terrain. *PREREQUISITE: Concurrent enrollment in Geology or GEOL 101, or instructor's permission. This is a pass/no credit course.*

103 Field Trips in Geology (1)

Investigates the geology of the Pacific Northwest. Locations of field trips will vary from quarter to quarter. Some of the trips involve hiking up to 3 or 4 miles on variable terrain. *PREREQUISITE: Concurrent enrollment in Geology or GEOL 101, or instructor's permission. This is a pass/no credit course.*

104 Field Trips in Geology (1)

Investigates the geology of the Pacific Northwest. Locations of field trips will vary from quarter to quarter. Some of the trips involve hiking up to 3 or 4 miles on variable terrain. *PREREQUISITE: Concurrent enrollment in Geology or GEOL 101, or instructor's permission. This is a pass/no credit course.*

194 Variable Topics in Geology (1-5)

Pursues topics of interest in the field of geoscience.

200 Geology of National Parks (5)

An investigation of the geology of national parks of the United States and Canada. The primary emphasis will be on the geology of the western park. *PREREQUISITE: GEOL 101. Satisfies natural science requirement for AA degree.*

206 Earth History (5)

A study of the geological theories of the evolution of the earth, the oceans, the atmospheres, and life. Includes principles of physical stratigraphy, biostratigraphy, geochronology, plate tectonics, fossil identification, and the paleogeographic changes in North America through time. *PREREQUISITE: GEOL 101. Satisfies natural science or lab science requirement for AA degree.*



Course Descriptions



208 Geology of the Northwest (5)

Geological history of Washington, Oregon, and Idaho. Emphasizes the use of geologic principles in interpreting evidence found in landscapes and rocks. Includes field trips. *PREREQUISITE: GEOL 101 or equivalent. Satisfies natural science or lab science requirement for AA degree.*

299 Independent Study (1-5)

Allows and encourages a student to study independently in a field of his/her special interest in geology. Course contents and/or type and scope of project to be decided in conference between student and instructor. *PREREQUISITE: GEOL 101 and/or instructor's permission.*

German (GERM)

101 Elementary German 1 (5)

Introduction to the systematic study of German with emphasis on speaking and listening. Includes basic grammar, vocabulary, reading, writing, and conversation practice. *PREREQUISITE: No previous background in German, or no more than two years of high school German with a "C" average or less. Satisfies humanities/fine arts/English requirement for AA degree.*

102 Elementary German 2 (5)

Continues the systematic study of the language using the four basic skills of listening, speaking, reading, and writing. *PREREQUISITE: GERM 101 or two years of high school German with a "B" or better or instructor's permission.*

Satisfies humanities/fine arts/English requirement for AA degree.

103 Elementary German 3 (5)

Continues the systematic study of German with emphasis on speaking and listening. Includes grammar, vocabulary, reading, writing, and conversation practice. Fulfills the University of Washington College of Arts and Sciences graduation requirements. *PREREQUISITE: GERM 102 or instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

194 Special Studies in German (1-5)

Offers special subject matter that is not part of the regular German curriculum. Content will vary depending upon requests from students or the opportunity to present unusual topics.

Health Education (HL ED)

150 Total Wellness (5)

Explores wellness and provides students with the information necessary to make informed choices and decisions regarding physical activity, diet/weight control, nutrition, death and dying, recognizing and reducing stress, relaxation techniques, relationships, environmental issues, and risk factors for disease. Taught by a team of instructors.

160 Applied Wellness (3)

Explores the application of concepts and principles learned in HL ED 150, in addition to advanced concepts in wellness. *PREREQUISITE: HL ED 150.*

170 Wellness Approach to Final Stages of Life (3)

Educates students about the issues surrounding death, dying, surviving and living. Topics include Elisabeth Kubler-Ross's Stages of Loss Model, cross-cultural attitudes toward death, the dying person and one's own death, grieving, epidemiology and danger signals of suicide, euthanasia, body disposal, wills, living wills, organ donation, and options for funeral arrangements. This wellness approach emphasizes celebration in quality of life. *PREREQUISITE: HL ED 150.*

175 Human Sexuality (5)

Explores the physiological, social and psychological aspects of sexuality. Major theoretical constructs and empirical data regarding sexuality will be studied. Topics to be covered may include research techniques, sexual anatomy and physiology, sexual response, sexual behavior, orientation, relationships, love, sexual communication, sexual dysfunctions, deviations and treatment. *Cross-listed with BEHSC 175 and PSYCH 175. Satisfies social science requirement for AA degree.*

180 Food and Health (2)

An exploration of diet and its relationship to the health and vitality of the individual. Provides practical information necessary for evaluating the relationship between diet and disease, caloric need with respect to fat, protein and carbohydrate, recommended daily allowance (RDA) for vitamins and minerals, diet and weight control, vegetarianism, eating disorders, and food labels. *PREREQUISITE: Eligible for MATH 070 and eligible for READ 094.*

190 Standard First Aid/CPR (3)

American Red Cross requirement for First Aid and CPR Certification may be met. Covers adult, child, and infant first aid, CPR, rescue breathing, medical emergencies, bandaging, splinting and transporting. *Satisfies activity requirement for AA degree.*

198 Independent Study-health (1-3)

For any student wishing to develop a basic knowledge in health when there is no offering in the regular curriculum to do this. *PREREQUISITE: Instructor's permission.*

Health Science (H SCI)

101 Introduction to Neuroanatomy and Neurology (3)

Introduction to neuroanatomy and neurology as it relates to patients with neurological diagnoses. *PREREQUISITE: H SCI 102.*



Course Descriptions

102 Applied Anatomy (3)

Anatomy of the musculoskeletal system including bony landmarks; origins, insertions, innervations of muscles and fundamentals of clinical kinesiology. *PREREQUISITE: Instructor's permission.*

102I Applied Anatomy Lab (2)

Laboratory for H SCI 102 with emphasis on musculoskeletal anatomy and fundamentals of clinical kinesiology. *PREREQUISITE: Concurrent enrollment in H SCI 102.*

104 Fundamentals of Gerontology (4)

Study of physical, emotional and social processes involved in normal aging, plus a brief study of the pathology associated with the aging process. Emphasizes techniques used in maintaining independence, adjusting to the special problems of aging and the utilization of community resources. Open to health science majors interested in the aging process. *PREREQUISITE: Instructor's permission.*

150 Human Life Span Growth and Development (5)

Includes a study of the basic theories and processes of normal human growth and development. Emphasis is on practical assessment and integration of all components—psychosocial, physical and cognitive—relative to the needs of health care recipients. For students pursuing health science careers. *PREREQUISITE: Instructor's permission.*

Health and Human Services (H HSC)

100 Basic Professional Skills for Health Care Providers (3)

Students learn the essential skills necessary for becoming an entry level health care and human services provider which include basic workplace skills and ethics, responsibilities of a care provider, communication skills, patient rights and confidentiality, and general patient and work place safety rules. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

101 Health Care Skills and Procedures (4)

Students learn the basics of patient/client care which includes documentation using correct terminology, nutritional concerns, an understanding of select diagnoses, patient/client safety, infection control and measuring vital signs. Students earn CPR and Basic First Aid certificates with completion of the course. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

102 Physical Management and Self Care Skills (4)

Students learn the basics of physical management and assistance for the individual requiring support for basic activities of daily living and gross motor skills including assistance with transfers, ambulation, the use of assistive devices, and the supervision of routine exercise programs. Also includes the use of superficial heat and cold. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

103 Human Services Job Skills Practicum (1)

Students are provided hands-on, supervised experience at one or more community healthcare/service provider centers. Seminar portion teaches students the essentials of completing job applications, resume writing, and job interviewing. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

High School Completion (HSC)

021 United States History 1 (3)

U.S. history from the pre-colonial period up to the Civil War. Students will examine U.S. history from several perspectives. The nation's development, presidents, major wars, and constitutional developments will be the major framework. To that framework will be added several social histories, such as histories of women, American Indians, African Americans, Latino/as, immigrants, and some labor history. *PREREQUISITE: Eligible for READ 094. For high school completion only.*

022 United States History 2 (3)

U.S. history from the Civil War to modern times. Students will examine U.S. history from several perspectives. The development of our nation, presidents, major wars, and constitutional developments will be the major framework. To that framework will be added several histories, such as women's history, American Indian history, African American history, Latino history, immigration history, and some labor history. *PREREQUISITE: Eligible for READ 094. For high school completion only.*

025 Civics and Government (3)

Introduces students to the American political system—its core values and principles as set forth in foundational documents, as well as its origins, institutions and operations. Includes brief treatments of political parties, historic development of American politics, and the major "isms" (communism, facism, etc.). Introduces students to the rights and responsibilities of citizenship and of democratic

civic involvement. *PREREQUISITE: Eligible for READ 094. For high school completion only.*

031 Current World Problems 1 (3)

Introduction to international issues of globalization, poverty and development, debt, education, migration, refugees, and workers' struggles. Students will be required to find sources published abroad, and to compare the information from those sources with sources published in the United States. *PREREQUISITE: Eligible for READ 094. For high school completion only.*

032 Current World Problems 2 (3)

Introduction to international issues of nationalism, imperialism, indigenous struggles, ethnic and religious violence, self-determination, human rights, health and environmental changes. Students will be required to find sources published abroad, and to compare the information from those sources with sources published in the United States. *PREREQUISITE: Eligible for READ 094. For high school completion only.*

History (HIST)

024 Washington State History (5)

The substance and activities of this course consist of major interests, concerns, and problems in the regional development of the Pacific Northwest from the era of exploration to the present. *For high school completion only.*

101 The Ancient World (5)

An introductory survey of the major world civilizations from pre-history through the medieval epoch, approximately 1300. Emphasis on socio-political formations, cultural and religious expressions of Mesopotamia, Egypt, India, Asia, Africa, and Europe. *Satisfies social science requirement for AA degree.*

102 Early Modern World (5)

An introductory survey of the major world civilizations from the medieval to the modern epoch, approximately 1800. Emphasis on the Renaissance and Reformation, Age of Science and Enlightenment, Colonial and Trans-Atlantic Age, Age of Revolution, Ming and Qing China, and Age of Empire in the Middle East. *Satisfies social science requirement for AA degree.*

103 The Modern World (5)

An introductory survey of world history in the nineteenth and twentieth centuries. Themes to be covered include industrialization, cultural revolutions, political modernization, colonialism and decolonization, world wars, Cold War, globalization, terrorism, and other contemporary problems. *Satisfies social science requirement for AA degree.*



Course Descriptions

120 History of the Movies (5)

Examines the emergence of movies as a form of popular culture during the early decades of the twentieth century, traces their development through the introduction of sound and color, the competition with the new medium of television, and concludes with the movies' emergence as a pervasive world culture at the end of the twentieth century. *Satisfies social science requirement for AA degree.*

122 History of Australian Movies (5)

Examines the emergence of a unique Australian cinema during the early decades of the twentieth century, the struggle to maintain independence from the Hollywood and British film industry, and the development of an internationally recognized Australian style in the later decades of the twentieth century. *Satisfies social science requirement for AA degree.*

135 America Since 1940 (5)

A survey of American history since 1940. Emphasizes the contributions of minorities and women to American society, to cultural, intellectual and political developments, and to scientific and technological changes that have marked this period. *Satisfies social science requirement for AA degree.*

194 Special Studies (varies) (1-3)

Provides an opportunity to visit and work at local museums; learn about the gathering, preserving, organizing and managing of historical records at the local, state and federal level; and learn about procedures used in determining and preserving historic sites.

200 The Pacific Northwest (5)

The substance and activities of this course consist of major interests, concerns and problems in the regional development of the Pacific Northwest from the era of exploration to the present. *Satisfies social science requirement for AA degree.*

221 United States to 1877 (5)

First quarter of a survey of American history commencing with European origins and ending with the outbreak of the Civil War. Emphasizes the contributions of minority groups in the development of American society. Also focuses on major interpretations and revisionist schools of historical literature. *Satisfies social science requirement for AA degree.*

222 United States 1877–Present (5)

Second quarter of a survey of American history, commencing in 1877 and ending with contemporary affairs. Emphasizes the contributions of minority groups to the development of American society. Also focuses on major interpretations and revisionist

schools of historical literature. *Satisfies social science requirement for AA degree.*

225 Women in United States History (5)

A brief survey of gender and American history from colonial times to the twentieth century at the outset and sustained study of woman's history in twentieth century America: cultural, intellectual and political. *Satisfies social science requirement for the AA degree.*

230 20th Century Europe (5)

An in-depth study of Europe in the twentieth century. Themes include nineteenth-century legacies and end of the century crisis, artistic and cultural change, two world wars, a cold war, wars of decolonization, economic growth and decline, political unity, protest, and fragmentation. Focuses on political, cultural, and intellectual themes. *Satisfies social science requirement for AA degree.*

231 Modern Asia (5)

Deals with the historical factors that have shaped the domestic and international relations of China, Japan, and Korea. Primary focus is the evolution of political and economic power of those countries from 1850 to the present. Attention is given to the role of religious and philosophical backgrounds and to the changes that have occurred in the economic, social and political structures of these societies. *Satisfies social science requirement for AA degree.*

232 Renaissance and Reformation (5)

Examines intellectual, religious and cultural change during the Renaissance, Reformation and scientific revolution in Europe, approximately 1350-1650 CE. Attention is given to Renaissance politics and society. The Reformation is explored from religious and cultural perspectives. Competing early modern cosmologies will be explored through a comparison of the witch-hunting craze with the nascent world of modern science. *Satisfies social science requirement for AA degree.*

235 History of Great Britain (5)

Examines the history of Britain from the island's first inhabitants through the long and difficult struggles to become a United Kingdom. Attention is given to the various social and political groups that have dominated British life during the past and the present. For the London quarter, particular attention is given to the city of London as the center of British life and culture. *Satisfies social science requirement for AA degree.*

236 History of Australia (5)

Examines the history of Australia from the first human inhabitants 40,000 years ago, through the long and difficult process to become the modern continent nation Australia. Attention is given to the various groups who have migrated to Australia, the exploration and colonization of the continent, the gold rushes and bushrangers, the creation of a federation, and the emergence of the modern Australian nation during the twentieth century. *Satisfies social science requirement for AA degree.*

240 The Civil War (5)

Studies the events and conditions leading to the Civil War, the conflict itself, the war's legacy. Begins with a review of the roots of slavery in the British colonies, the consolidation of slavery as a major institution, and its increasing influence in the polarization of the young republic. A number of important developments will be examined, including but not limited to the Missouri Compromise, Manifest Destiny, the divisive events of the 1850s, the election of Abraham Lincoln, the constitutional crisis and secession, the Confederate and Union's political, economic, and military strategies, the reality of "total war," and the military campaign and its decisive battles. Concludes with an examination of the legacy of conflict. *Satisfies social science requirement for AA degree.*

245 The Second World War (5)

Examines the history of World War II from its long-term origins in the post-WWI era, through the rise of dictators, and imperial conquest in the 1930s. Examines key figures and events of the war: from Hitler to FDR; from the nature of warfare to domestic fronts; from Pacific to the European theaters; from the Holocaust to the atomic bombs. Special attention is given to the various ethnic, religious, and political groups affected by World War II. *Satisfies social science requirement for AA degree.*

250 The Vietnam War (5)

Traces the background of the Vietnam War to the eventual direct involvement of the United States, Russia and China in the revolt of the Vietnamese against French colonialism in Indo-China. A major portion of the course deals with the period from the defeat of the French at Dienbienphu in 1954 to the defeat of South Vietnam by the North in April 1975. Recent trends and problems are also identified and dealt with. Offered for general students. *Satisfies social science requirement for AA degree.*



Course Descriptions

254 American Military History (5)

Examines the origins and evolution of America's military institutions and thought. Rather than focusing exclusively on battles and campaigns, the course will place these conflicts in their historical context, that is, how they contributed to the institutional development of the Army, Navy and Air Force. The course will be divided into three units. The first unit, covering the period from 1600 to 1815, will examine how European military institutions brought change to the New World over time, adjusting to the political and geographical realities of the New World. The second unit, 1815-1898, will explore how U.S. military institutions developed during the Civil War and as an instrument of American foreign policy in the age of Imperialism. The final unit, 1898 to the present, focuses on how the military adjusted to the military, political and technological challenges of the twentieth century. *Satisfies social science requirement for AA degree.*

297-299 Independent Study (1-5)

Permits a student to pursue a special field of interest under the guidance of an instructor. *PREREQUISITE: 5 credits of history at the 100 or 200 level and instructor's permission.*

Humanities (HUMAN)

100 Creative and Critical Thinking (5)

Helps students identify the aspects of creative and critical thought in themselves and others. Offers experiences, theories, and concepts through which students develop statements of personal principle and worldviews. *Satisfies humanities/fine arts/English requirement for AA degree.*

110 Background for the Humanities (5)

Study of the common language of the arts and humanities and their relationship to the societies in which they were created. Includes the study of critical concepts and vocabulary as well as common motifs and elements in the humanities. Also includes the study of the relationship between arts and humanities of a culture and that culture's economic, political and technological environment. *Satisfies humanities/fine arts/English requirement for AA degree.*

133 People, Language, Culture (5)

Examines the relationship between language and culture, in particular how the language of a national or ethnic group provides a key to understanding the people who speak that language. Focuses chiefly on Indo-European (other than English) and East Asian languages and cultures, but specific languages studied may vary from quarter to quarter. *Satisfies humanities/fine arts/English requirement for AA degree.*

186 Peoples of the World (5)

Provides students with multicultural insights into the peoples of other countries. Examines people as a total cultural product: history, geography, literature, art, music, architecture, religion and politics. The country studied may change each time the course is offered. May be part of a field course. *Satisfies humanities/fine arts/English requirement for AA degree.*

190 Latin American Culture Through Literature (5)

Introduction to the study of Latin American culture through seminal works of literature. An analysis of how Latin American literature has reflected the cultural changes throughout the history of the region. Focuses on the connection between literature and culture in three countries: Mexico, Argentina and Cuba. *PREREQUISITE: Eligible for ENGL 110. Satisfies humanities/fine arts/English requirement for AA degree.*

191 Latin America in Film (5)

Explores the relationship between film and the cultural interpretation and understanding of Latin America. It will briefly consider the history of cinema in Latin America. Focuses on how film has been used to interpret Latin American culture and on how we can use it to understand Latin America's past and present. No knowledge of Spanish language required. *PREREQUISITE: Eligible for ENGL 100. Satisfies humanities/fine arts/English requirement for AA degree.*

194 Special Studies (varies) (5)

Special subject matter that is not part of the regular curriculum. Content varies from course to course, depending on requests from students, or the opportunity to present unusual topics.

224 Women and World Religions (5)

The impact of world religions on both the women adherents and the role of women in society. Archaeology, sociology, history, linguistics, anthropology, and psychology will be considered in critically examining Paleolithic goddess worship through the development of patriarchal world religions today. *Satisfies humanities/fine arts/English requirement for AA degree.*

Industrial Education (INDUS)

090 Technical Skills (3)

Introduction to basic knowledge, concepts and skills related to various Trade and Technology programs. Covers core areas in both a weekly lecture and supported laboratory exercises. Each core area will have competencies that are significant to the Trade/Technology program in which students are enrolled.

101 Basic Wood Shop (4)

Development of a working knowledge of woodworking as related to layout, assembling, joining, fastening and finishing, practical application through the use of hand tools and power tools. The student builds and keeps a personal wood project. *Satisfies activity requirement for AA degree.*

102.1-102.3 Welding Survey 1-3 (3)

Lecture plus lab experience in the areas of arc welding, oxy-acetylene welding, brazing, and cutting. Basic study of MIG and TIG and other special processes. *PREREQUISITE: Instructor's permission. Satisfies activity requirement for AA degree.*

103 Manufacturing Processes (4)

Lecture and laboratory situations to provide learners with basic knowledge of metal manufacturing processes. Includes terminology, surface finishes, tolerances, logical sequence of operations. Solving production problems and metal cutting technology. *PREREQUISITE: Instructor's permission. Satisfies activity requirement for AA degree. This is a pass/no credit course.*

Industrial Engineering (I E)

114-114.1 CATIA 2D (4)

Focuses on using CATIA (Computer Aided Three-Dimensional Interactive Application) software. Instruction will focus on learning file structure and management, 2D and 3D concepts, and the creation of elementary elements (points, lines, curves) that will be used in future solid creation. The learner will gain a working knowledge of how to move geometry within a model, change the graphical characteristics of existing geometry, and analyze and establish model standards. *PREREQUISITE: Eligible for both ENGL 081 and READ 104; or instructor's permission.*

114.2 CATIA 2D (2)

Focuses on using CATIA (Computer Aided Three-Dimensional Interactive Application) software. Instruction will focus on learning file structure and management, 2D and 3D concepts, and the creation of elementary elements (points, lines, curves) that will be used in future solid creation. The learner will gain a working knowledge of how to move geometry within a model, change the graphical characteristics of existing geometry, and analyze and establish model standards. *PREREQUISITE: I E 114.1.*



189 Basic Metallurgy (4)

An introduction to the basic structure of metals and the effects of alloying elements, mechanical working and heat on the strength and other properties of the metal. Testing procedures for evaluating strength, hardness and heat treating processes are performed in the laboratory.

204 Statics and Strengths (5)

Introduction to the concepts of forces, moments, and equilibrium; and the application of these concepts to the determination of stresses and deformations in simple structural members. Includes the analyses of beams, columns and tension members. Some materials testing is involved. *PREREQUISITE: MATH 116T or equivalent.*

210 CATIA Modeling (7)

Focuses on creating 2D and 3D geometry using CATIA (Computer Aided Three Dimensional Interactive Application) software. Instruction will focus on learning the commands necessary for creating and editing drawings. CATIA will be the software used for this instruction. Course covers three modules: 2D geometry creating and editing; 3D parametric solids modeling and editing; and 3D parametric surface modeling and editing. The CAD instruction will emphasize methods for creating documents that are accurate and accomplished in a timely manner. *PREREQUISITE: D T 135 and 236.*

214 CATIA 3D Solids (5)

Focuses on using CATIA (Computer Aided Three-Dimensional Interactive Application) software. Instruction will focus on creation and modification of solid modeling using CATIA. The student will gain an understanding of the history of solids creation and the ability to extract elements from the history of solid bodies. The CAD instruction will emphasize methods for creating documents that are accurate and accomplished in a timely manner. *PREREQUISITE: I E 114 or 114.2.*

214.1 CATIA 3D Solids (3)

Focuses on using CATIA (Computer Aided Three-Dimensional Interactive Application) software. Instruction will focus on creation and modification of solid modeling using CATIA. The student will gain an understanding of the history of solids creation and the ability to extract elements from the history of solid bodies. The CAD instruction will emphasize methods for creating documents that are accurate and accomplished in a timely manner. *PREREQUISITE: Instructor's permission.*

214.2 CATIA 3D Solids (2)

Focuses on using CATIA (Computer Aided Three-Dimensional Interactive Application) software. Instruction will focus on creation and modification of solid modeling using

CATIA. The student will gain an understanding of the history of solids creation and the ability to extract elements from the history of solid bodies. The CAD instruction will emphasize methods for creating documents that are accurate and accomplished in a timely manner. *PREREQUISITE: I E 214.1.*

215 CATIA 3D Surfacing (4)

Focuses on using CATIA (Computer Aided Three-Dimensional Interactive Application) software. Instruction will focus on creation and modification of surface modeling using CATIA. The student will learn to use the variety of curves available in CATIA and how they interact with different disciplines, such as SOLIDS, N/C toolpath creation, and volume creation. The CAD instruction will emphasize methods for creating documents which are accurate and accomplished in a timely manner. *PREREQUISITE: I E 214 or 214.2.*

215.1 CATIA 3D Surfacing (2)

Focuses on using CATIA (Computer Aided Three-Dimensional Interactive Application) software. Instruction will focus on creation and modification of surface modeling using CATIA. The student will learn to use the variety of curves available in CATIA and how they interact with different disciplines, such as SOLIDS, N/C toolpath creation, and volume creation. The CAD instruction will emphasize methods for creating documents that are accurate and accomplished in a timely manner. *PREREQUISITE: I E 214 or 214.2.*

215.2 CATIA 3D Surfacing (2)

Focuses on using CATIA (Computer Aided Three-Dimensional Interactive Application) software. Instruction will focus on creation and modification of surface modeling using CATIA. The student will learn to use the variety of curves available in CATIA and how they interact with different disciplines, such as SOLIDS, N/C toolpath creation, and volume creation. The CAD instruction will emphasize methods for creating documents that are accurate and accomplished in a timely manner. *PREREQUISITE: I E 215.1.*

Interdisciplinary Science (IDS)

101 Interdisciplinary Science 1 (5)

This is the first of a three-quarter sequence of classes. An integrated science course that involves physics, chemistry, biology, and geology. Uses climate and global change as a theme to develop basic concepts in science, such as measurement, analysis of data, hypothesis generation, and testing. Students will be actively involved in the class as they collect and analyze data in physics, chemistry, biology and geology that relate to the topic of climate and global change. Includes field trips during class time to locations near the college.

PREREQUISITE: MATH 072 or concurrent enrollment; no previous college science; or instructor's permission. Satisfies natural science or lab science requirement for AA degree.

102 Interdisciplinary Science 2 (5)

This is the second of a three-quarter sequence of classes. An integrated science course that involves physics, chemistry, biology and geology. Uses climate and global change as a theme to develop basic concepts in science, such as measurement, analysis of data, hypothesis generation and testing. Students will be actively involved in the class as they collect and analyze data in physics, chemistry, biology and geology that relate to the topic of climate and global change. May include field trips during class time to locations near the college. *PREREQUISITE: IDS 101. Satisfies natural science or lab science requirement for AA degree.*

103 Interdisciplinary Science 3 (5)

This is the last of the three-quarter sequence of classes. An integrated science course that involves physics, chemistry, biology and geology. Uses climate and global change as a theme to develop basic concepts in science, such as measurement, analysis of data, hypothesis generation and testing. Students will be actively involved in the class as they collect and analyze data in physics, chemistry, biology and geology that relate to the topic of climate and global change. May include field trips during class time to locations near the college. *PREREQUISITE: IDS 102. Satisfies natural science or lab science requirement for AA degree.*

Japanese (JAPAN)

101 Elementary Japanese 1 (5)

Begins the systematic study of Japanese. Includes basic grammar, vocabulary, reading, writing, and conversation practice, and introduction of Hiragana and Kanji writing systems. Practice with lab materials required. *PREREQUISITE: No previous background in Japanese, or no more than one year of high school Japanese, or no more than two years of high school Japanese with a "C" average or less. Satisfies humanities/fine arts/English requirement for AA degree.*

102 Elementary Japanese 2 (5)

Systematic study of Japanese using the four basic skills of listening, speaking, reading, and writing. Practice with lab materials required. *PREREQUISITE: JAPAN 101, or two years of high school Japanese with a "B" average or better, or instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*



Course Descriptions

103 Elementary Japanese 3 (5)

Fulfills the University of Washington College of Arts and Sciences graduation requirement. *PREREQUISITE: JAPAN 102 or instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

Journalism (JOURN)

100.1 Newspaper Laboratory 1 (1-5)

Writing, editing, designing, taking photographs, cartooning and producing the print and electronic versions of the student publication, *The Current*. Students are encouraged to be enrolled in JOURN 101 while taking this class, or to have already completed the course. *Satisfies activity requirement for AA degree.*

100.2 Newspaper Laboratory 2 (1-5)

Continued writing, editing, designing, taking photographs, cartooning, and producing the print and electronic versions of the student publication, *The Current*. Students are encouraged to be enrolled in JOURN 101 while taking this class, or to have already completed the course. *PREREQUISITE: JOURN 100.1.*

100.3 Newspaper Laboratory 3 (1-5)

For students who have had JOURN 100.2. Continued writing, editing, designing, taking photographs, cartooning and producing the print and electronic versions of the student publication, *The Current*. Students are encouraged to be enrolled in JOURN 101 while taking this class, or to have already completed the course. *PREREQUISITE: JOURN 100.2.*

101 Newswriting (5)

Beginning newswriting prepares students to write for newspapers or online publications. Newswriting mechanics are stressed, including covering a news beat, learning AP news style as well as newsroom organization and terminology. Students are also encouraged to enroll in JOURN 100.1 sequence and to join *The Current*, GRCC's print and online publication. *Satisfies humanities/fine arts/English requirement for AA degree.*

103 Introduction to Desktop Publishing (5)

An introduction to publication design and production. Some basic knowledge of computers (either PC or Mac) is recommended. Students will develop skills and understanding of the basics for designing a publication, including the following: use of desktop publishing software; use of typography and graphics; working with page grids and templates; different treatments for features, columns, departments; effective cover design; and basic computer skills needed to prepare a publication for print.

110 Radio Laboratory 1 (1-5)

For students working at GRCC campus radio station KGRG or KENU. Gives students both on-the-air and behind the scenes experience in news broadcasting, radio production, and disc jockey work. *Satisfies humanities/fine arts/English and activity requirement for AA degree.*

111 Radio Laboratory 2 (1-5)

For students working at GRCC campus radio station KGRG or KENU. Gives students additional experience in newsgathering, remote broadcasting, and on-air performance. *PREREQUISITE: JOURN 110. Satisfies humanities/fine arts/English requirement for AA degree.*

112 Radio Laboratory 3 (1-5)

For students working at GRCC campus radio station KGRG or KENU. Gives students additional experience in production work, newscasting, and on-the-air performance. *PREREQUISITE: JOURN 111. Satisfies humanities/fine arts/English requirement for AA degree.*

120 Digital Radio Laboratory (1-5)

A course for students working exclusively on all-digital KENU Radio at the Auburn campus, designed to give them experience with computer-based over-the-air broadcasting, radio station operations, FCC rules and regulations, and both live and voice-tracked disc jockey work. *Satisfies activity requirement for AA degree.*

121 Digital Radio Laboratory 2 (1-5)

An intermediate-level course for students working exclusively on all-digital KENU Radio at the Auburn campus, designed to give students added experience with computer-based over-the-air broadcasting. Students will also be introduced to computerized broadcast programming and digital recording techniques. *PREREQUISITE: JOURN 120 or instructor's permission.*

122 Digital Radio Laboratory 3 (1-5)

An advanced-level course for students working exclusively on all-digital KENU Radio at the Auburn campus, designed to give further experience with computer-based over-the-air broadcasting. Students will gain experience with the KENU Internet Web site as well as webcast development and maintenance. *PREREQUISITE: JOURN 121 or instructor's permission.*

150 Introduction to Broadcasting. (3)

Offers the student an overview of the broadcast industry from the origin of the wireless through the golden age of radio to the domination of television. Covers the different radio formats and explores the growth of cable television and the new satellite-delivered technology. *Satisfies humanities/fine arts/English requirement for AA degree.*





Course Descriptions

151 Radio Production (3)

Provides the student with hands-on production of radio commercials, promotional announcements, and newscasts. Students develop their copywriting skills in the classroom and refine their production technique in the studio. *Satisfies humanities/fine arts/English requirement for AA degree.*

152 Radio and the Community (3)

Covers radio management practices with emphasis on the business of broadcasting. Includes sales, promotion, community relations, governmental, demographics and programming. *Satisfies humanities/fine arts/English requirement for AA degree.*

153 Broadcast Newswriting (3)

Gives the student a fundamental working knowledge of newsgathering and newswriting for radio and television. Includes hands-on experience in a radio studio, as well as discussions of public affairs, government regulations, and the role of the electronic reporter in society. *Satisfies humanities/fine arts/English requirement for AA degree.*

177-179 Cooperative Education (1-12)

Offers students an opportunity to work full or part-time in jobs directly related to their programs and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*

198 Independent Study (1-5)

Encourages students to study and develop independently in various areas of journalism. Students develop their own focus area and objectives in consultation with the instructor. *PREREQUISITE: JOURN 101 and instructor's permission.*

199 Independent Study (1-5)

Encourages students to study and develop independently in various areas of Journalism. Students develop their own focus area and objectives in consultation with the instructor. *PREREQUISITE: JOURN 198 or instructor's permission.*

200 Advanced Newspaper Laboratory (1-5)

Advanced writing, editing, designing, taking photographs, cartooning and producing the print and electronic versions of the student publication, *The Current*. Students are encouraged to be enrolled in JOURN 101 while taking this class, or to have already completed the course. *PREREQUISITE: JOURN 100.1, 100.2, 100.3; and instructor's permission. Satisfies activity requirement for AA degree.*

201 Introduction to Mass Media (5)

Examines newspaper profession, radio, television, magazines, public relations, and films with specialists from the field as guest lecturers. *Satisfies humanities/fine arts/English requirement for AA degree.*

205 Radio Management (1-5)

For students working at GRCC campus radio station KGRG or KENU. Gives students experience in radio management, including promotion, news and public affairs, music, traffic and logging procedures, copywriting and/or sports broadcasting, as well as disc jockey work. *PREREQUISITE: Instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

206 Radio Workshop (1-5)

For students working at GRCC campus radio station KGRG. Gives students additional experience in radio station management, including promotion, news and public affairs, music, traffic and logging procedures, production copywriting and/or sports broadcasting, as well as disc jockey work. *PREREQUISITE: JOURN 205 and instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

207 Advanced Radio Workshop (1-5)

For students working at GRCC campus radio station KGRG. Gives students experience in radio station management, including promotion, news and public affairs, music, traffic and logging procedures, production copywriting and/or sports broadcasting, as well as disc jockey work. *PREREQUISITE: JOURN 206 and instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

251-253 Journalism Internship (3)

The student works for a local newspaper or radio station 10 hours per week each quarter and meets one hour once a week with an instructor to evaluate his/her on-the-job training. *PREREQUISITE: Instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

254 Advanced Radio Production (3)

Gives the student a chance to further develop skills gained in JOURN 151, through hands-on production of radio commercials, promotional announcements, and newscasts. Advanced techniques in copywriting, voicework, and digital production will be emphasized. *PREREQUISITE: JOURN 151 or instructor's permission.*

255 Marketing the Broadcast Media (3)

Gives the student a detailed understanding of sales, marketing, and research at broadcast radio and television stations. The role of

advertising agencies and new technologies such as the Internet in broadcasting are also explored. *RECOMMENDED: JOURN 150 or 152.*

298 Independent Study (1-5)

Encourages students to study and develop independently in various areas of Journalism. Students develop their own focus area and objectives in consultation with the instructor. *PREREQUISITE: JOURN 199 and instructor's permission.*

299 Independent Study (1-5)

Encourages students to study and develop independently in various areas of Journalism. Students develop their own focus area and objectives in consultation with the instructor. *PREREQUISITE: JOURN 298 and instructor's permission.*

Library (LIB)

100 Searching Reference Books (1)

Helps students learn how to use reference materials for information retrieval and research. Examines both "ready-reference" titles and scholarly materials. Focus is on books that form the core of the reference collection at Green River Community College. *This is a pass/no credit course.*

101 Searching Electronic Databases (2)

An independent study course designed to help students learn how to use Internet-delivered databases for information retrieval and research. Topics include database selection, search techniques, and evaluation of results. Focuses on databases that provide access to materials published in magazines, journals and newspapers. College-level reading skills recommended. *This is a pass/no credit course.*

102 Searching the Web (1)

An independent study course designed to help students learn how to use the World Wide Web for information retrieval and research. Topics include search engines, search techniques, and evaluation of results. Examines Yahoo, AlltheWeb, and Google in depth. College-level reading skills recommended. *This is a pass/no credit course.*

110 Introduction to Library Research (1)

Examines the nature of information and its use in the research process. Topics include locating, retrieving, evaluating, and citing information found in both print and electronic resources. May be offered in conjunction with other courses (such as English 110) that include a research component.



Course Descriptions

Manufacturing (MFG)

101 Production Technician Training (18)

A dynamic and interactive six-week training program that prepares adult learners to work in a variety of manufacturing environments. Built on six core components: Teamwork, Valuing Diversity, Safety, Use of Computer Technology, Job Readiness, and Washington State's Manufacturing Training Advisory Group's Core Competencies. In addition to acquiring skills training, the curriculum is also designed to assist students in attaining employment success.

Manufacturing Technology (MACH)

101 Beginning Machining (1-13)

Beginning machine tool operation. Includes use and care of hand tools used in measurement, layout, and inspection. Safety to self and others is stressed in the operation of pedestal grinders, drill presses, lathes, milling machines. Occupational safety and health are taught. *PREREQUISITE: Instructor's permission.*

102 Intermediate Machining (1-13)

Intermediate Machining introduces progressively difficult operations on lathes and milling machines, with emphasis on close tolerances as applied to flatness, squareness and parallelism on surface grinders. Leadership skills are evaluated. *PREREQUISITE: Instructor's permission.*

103 Advanced Machining (1-13)

Involves advanced calculations and machining operations, with emphasis on milling machines and surface grinders and their accessories. Milling operations include making table setups, digital readout, angles and pockets. Emphasizes use of optical comparator and surface plate. Leadership skills are evaluated. *PREREQUISITE: Instructor's permission.*

104 Precision Machining (1-13)

Involves advanced calculations and machining operations, with emphasis on milling machines, lathes and surface grinders and their accessories. Milling operations include making table setups, digital readout, angles and pockets. Lathe operations include turning, threading, knurling and tapping. Emphasizes use of optical comparator and surface plate. Leadership skills are evaluated. *PREREQUISITE: Instructor's permission.*

105 Beginning Computerized Numerical Control (1-13)

Introduction to computer numerically controlled programming and machining. Areas of study include manual programming commands, G&M codes, programming, set-up operation of a CNC mill, and sequence of CNC

programming operations and fundamental use of a computer-aided manufacturing (CAD/CAM) system. Instruction time is divided between classroom, computer lab, and shop, providing an unusual blend of practical theory and hands-on experience. *PREREQUISITE: Instructor permission, and basic computer skills (such as BUS E 111 or equivalent) are required for entry into MACH 105.*

106 Intermediate Computerized Numerical Control (1-13)

Advanced CNC machining is offered to students who desire a greater proficiency in CNC programming and machining. MASTERCAM an off line programming CAD/CAM system is used to teach students to CAD (draw), CAM (create tool path), NC (post process) and to transfer data from a computer to a CNC machining center. Instruction time is divided between classroom, computer lab and shop. *PREREQUISITE: Instructor's permission, and basic computer skills (such as BUS E 111 or equivalent) are required for entry into MACH 106.*

109 Special Machining Practice (1-13)

A modular, group-paced course presenting fundamental principles, application and practice of competencies learned in MACH 101 through MACH 104. A capstone course in which learners may choose to refine their skills in all various levels of conventional machining. *PREREQUISITE: Instructor's permission.*

162 Training and Practice (1-4)

Provides training and practice in the safe and efficient set-up and operation of all basic machine tools, including machine accessories, measuring tools and inspection equipment. Instruction is geared toward those interested only in skills rather than certification. *PREREQUISITE: Instructor's permission.*

164 Mastercam Level One (1-5)

Introduction to Mastercam, including two dimensional geometry, contouring, and toolpaths. No CNC shop machining performed. No CNC machining performed. Students completing 5 credits earn GRCC credential for 94 hours of Mastercam. *PREREQUISITE: Instructor's permission.*

165 Mastercam Level Two (1-5)

Continuation of beginning Mastercam, including two and three dimensional geometry, contouring, and toolpaths. Textbook required. No CNC shop machining performed. Students completing 5 credits can earn GRCC credential for 94 hours of Mastercam. *PREREQUISITE: Instructor's permission.*

167 Blueprint Reading-Machine Shop (1-3)

Reading and interpretation of orthographic and isometric mechanical drawings specific to the machining industry. Emphasis upon details, relevant manufacturing requirements, and industry standards and terminology. *PREREQUISITE: Instructor's permission.*

177 Conventional Machine Work Experience (1-13)

Offers student an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*

178 Conventional Numerical Control Machine Work Experience (1-13)

Offers student an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*

179 Machine Work Experience (1-13)

Offers learners an opportunity to work full or part-time in jobs directly related to their program and interests. Learners may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*

Mathematics (MATH)

062 Review of Arithmetic (5)

Study of the basic operations of arithmetic and an overview of basic geometry concepts. Topics include whole numbers, fractions, decimals, percents, ratios, proportions, place, value, roots, and basic concepts related to measurements and geometry. Also incorporates hands-on manipulative and study skills related to learning math concepts. *PREREQUISITE: BASIC 053 or appropriate placement.*

062R Review of Arithmetic-Resource Module (1-2)

Incorporates self-paced, individual resource modules which supplement concepts learned in MATH 062. Recommended for students who want extra help in MATH 062 and for those who need to work on specific skills to prepare for MATH 062. Students will use Math Learning Center resources such as videos, computers, supplementary books, and/or drop-in tutoring to work on concepts learned in MATH 062. A minimum of 22 hours of work must be completed to receive one credit, 44 hours for two credits. *This is a pass/no credit course.*



070 Pre-Algebra (5)

Study of problem solving, geometry and measurement, exponents, and signed numbers. Includes introductory work with polynomials, simple equations, basic descriptive statistics, and graphing. *PREREQUISITE: MATH 062 with a grade of 2.5 or higher; or appropriate placement; or instructor's permission.*

070R Pre-Algebra Resource Module (1-2)

Incorporates self-paced, individual resource modules which supplement concepts learned in MATH 070. Recommended for students who want extra help in MATH 070 and for those who need to work on specific skills to prepare for MATH 070. Students will use Math Learning Center resources such as videos, computers, supplementary books, and/or drop-in tutoring to work on concepts learned in MATH 070. A minimum of 22 hours of work must be completed to receive one credit, or 44 hours for two credits. *This is a pass/no credit class.*

072 Elementary Algebra (5)

Study of sets, properties and terminology of real numbers, absolute value, simplifying algebraic expressions, integer exponents, graphing and solving linear equations and inequalities, unit analysis, ratios, rates, and proportions, solving systems of equations, factoring and performing operations on polynomial expressions, Pythagorean Theorem, functions, and applications. Graphing calculator required. *RECOMMENDED: Eligible for READ 104. PREREQUISITE: MATH 070 with a grade of 2.5 or higher; or appropriate placement; or instructor's permission.*

072.1 Extended Elementary Algebra (5)

Students will learn beginning algebra concepts. Topics include problem solving, geometry and measurement, order of operations, signed numbers, fractions, ratios and proportions. Focus will also be on using mathematics as a language and math processing strategies. Students will participate in various class projects, group and individual activities designed to transform math processing from concrete to the abstract level. Graphing calculator required. *PREREQUISITE: Instructor's permission.*

072R Elementary Algebra Resource Module (1-2)

Self-paced, independent study resource modules that supplement concepts learned in MATH 072. Recommended for students who want extra help in MATH 072 and for those who need to work on specific skills to prepare for MATH 072. Students will use Math Learning Center resources such as videos, computers, supplementary books, and/or drop-in tutoring to work on concepts learned in MATH 072.

A minimum of 22 hours of work must be completed to receive one credit, 44 hours for two credits. *This is a pass/no credit course.*

085 Technical Mathematics 1 (5)

Study of solving equations, solving formulas, proportions, percents, calculator operations, measurement systems and geometry. *For technical students only. PREREQUISITE: MATH 070 with a grade of 2.5 or higher or appropriate placement score or instructor's permission.*

097 Intermediate Algebra (5)

Study of the definition of a function; graphs and solutions of linear equations and inequalities; graphs and solutions of quadratic, rational, radical, and literal equations; complex numbers; radical expressions; variation; systems of equations; and applications. Graphing calculator required. *RECOMMENDED: Eligible for READ 104. PREREQUISITE: Either MATH 072, 085, or 116T with a grade of 2.5 or higher; or appropriate placement; or instructor's permission.*

097R Intermediate Algebra Resource Module (1-2)

Self-paced, individual resource modules that supplement concepts learned in MATH 097. Recommended for students who want extra help in MATH 097 and for those who need to work on specific skills to prepare for MATH 097. Students will use Math Learning Center resources such as videos, computers, supplementary books, and/or drop-in tutoring to work on concepts learned in MATH 097. A minimum of 22 hours of work must be completed to receive one credit, 44 hours for two credits. *This is a pass/no credit course.*

102 Pre-Calculus 1 (5)

Study of linear, quadratic, exponential, and logarithmic functions and their applications; algebraic combinations of functions; composition of functions; inverse functions; transformations. Graphing calculator required. *PREREQUISITE: Either MATH 097 or 117T with a grade of 2.0 or higher; or appropriate placement or instructor's permission. Satisfies quantitative skills or natural science requirement for AA degree.*

104 Pre-Calculus 2 (5)

Study of trigonometric functions and their applications; inverse trigonometric functions; trigonometric equations; trigonometric identities; solutions of right and oblique triangles; complex numbers; vectors; polar coordinates; polynomial and rational functions. Graphing calculator required. *PREREQUISITE: MATH 102 with a grade of 2.0 or higher; or appropriate placement; or instructor's permission. Satisfies quantitative skills or natural science requirement for AA degree.*

106 Essentials of Pre-Calculus Mathematics (5)

Study of linear, polynomial, rational, exponential, logarithmic, and trigonometric functions; algebraic combinations of functions, composition of functions, and inverse functions. Graphic calculator required. Additional topics may include complex numbers, polar coordinates, and parametric equations. *PREREQUISITE: Completion of high school pre-calculus with trigonometry with a B average or better within the last two years; or appropriate placement; or instructor's permission. Satisfies quantitative skills or natural science requirement for AA degree.*

107 Contemporary Mathematics (5)

Study of a variety of mathematical topics that may include finance, management science, statistics, probability, social choice, and measurement/geometry. *PREREQUISITE: MATH 097 with a grade of "2.0" or higher; or appropriate placement; or instructor's permission. Satisfies quantitative skills or natural science requirement for AA degree.*

115T Natural Resources Algebra/Trigonometry 1 (5)

Study of solving equations, solving formulas, proportions, percents, calculator operations, measurement systems, geometry and right triangle and oblique triangle trigonometry with applications to natural resources technology. *For technical students only. PREREQUISITE: MATH 070 with a grade of 2.5 or higher or appropriate placement score or instructor's permission.*

116T Technical Mathematics 2 (5)

Study of applications of trigonometry to technical fields using the calculator, right and oblique triangles, trigonometric functions of any angle, radian measure, periodic functions, vectors, circles, linear and angular velocity, identities, and complex numbers. *For technical students only. PREREQUISITE: Math 085 with a grade of 2.0 or higher or appropriate placement or instructor's permission.*

117T Technical Mathematics 3 (5)

Study of systems of linear equations, determinants, polynomials, factoring, radicals and radical equations, quadratic equations, common and natural logarithms, all with applications to technical areas. *For technical students only. PREREQUISITE: MATH 116T with a grade of 2.0 or higher or instructor's permission.*



Course Descriptions

124 Calculus and Analytic Geometry 1 (5)

This first course of a four-quarter calculus sequence is an introduction to differential calculus and related applications. Topics include limits, derivatives of algebraic and transcendental functions; optimization; linearization; numerical methods; modeling. Graphing calculator required. *PREREQUISITE: MATH 104 or 106 with a grade of 2.0 or higher; or appropriate placement; or instructor's permission. Satisfies quantitative skills or natural science requirement for AA degree.*

125 Calculus and Analytic Geometry 2 (5)

This second course of a four-quarter calculus sequence is an introduction to integral calculus and related applications. Topics include antiderivatives of algebraic and transcendental functions; the Fundamental Theorem of Calculus; techniques of integration; areas; volumes; moments and centers of mass; numerical methods. Graphing calculator required. *PREREQUISITE: MATH 124 with a grade of 2.0 or higher; or appropriate placement; or instructor's permission. Satisfies quantitative skills or natural science requirement for AA degree.*

126 Calculus and Analytical Geometry 3 (5)

This third course of a four-quarter calculus sequence is an introduction to sequences, series, and higher-dimensional space. Topics include convergence tests; vectors; analytic geometry; vector-valued functions. Graphing calculator required. *PREREQUISITE: MATH 125 with a grade of 2.0 or higher; or appropriate placement; or instructor's permission. Satisfies quantitative skills or natural science requirement for AA degree.*

156 Finite Mathematics for Business and Social Science (5)

Study of graphs and solutions of linear equations, systems of equations, matrices, linear inequalities and linear programming, the simplex method, exponential and logarithmic functions, financial formulas, sets and set notation, permutations, and combinations. Many problems and examples are drawn from the fields of business, economics, and social science. A graphing calculator is required. *PREREQUISITE: MATH 097 with a grade of 2.0 or higher; or appropriate placement; or instructor's permission. Satisfies quantitative skills or natural science requirement for AA degree.*

157 Calculus for Business and Social Sciences (5)

Study of differential and integral calculus of polynomial, logarithmic and exponential functions. Many problems and examples are drawn from the fields of business, economics, and social science. Graphing calculator required. *PREREQUISITE: MATH 156 with a grade of 2.0 or higher; or appropriate placement; or instructor's permission. Satisfies quantitative skills or natural science requirement for AA degree.*

170 Foundation of Elementary Mathematics 1 (5)

Introduction to problem-solving techniques, number theory, set theory, and numeration systems related to topics taught at the K-8 level. Recommended for prospective or practicing elementary teachers. *PREREQUISITE: MATH 097 with a grade of 2.0 or higher; or appropriate placement; or instructor's permission. Satisfies quantitative skills or natural science requirement for AA degree.*

171 Foundation of Elementary Mathematics 2 (4-5)

Study of geometry and its applications including problem solving techniques and concepts in measurement. Recommended for prospective or practicing elementary teachers. *PREREQUISITE: MATH 170 with a grade of 2.0 or higher; or instructor's permission. Satisfies quantitative skills or natural science requirement for AA degree.*

172 Foundation of Elementary Mathematics 3 (4-5)

Study of the fundamental nature of the real number system and its subsystems, applications of basic probability and statistics, and problem solving. Recommended for prospective or practicing elementary teachers. *PREREQUISITE: MATH 170 with a grade of 2.0 or higher; or instructor's permission. Satisfies quantitative skills or natural science requirement for AA degree.*

177-179 Cooperative Education (1-12)

Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. Credits may apply toward the completion of a certificate and/or program. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*

191 Modeling Physical Systems 1 (2)

Study of techniques and procedures for mathematical modeling of physical systems. *PREREQUISITE: MATH 104 or 106 with a grade of 2.0 or higher; or appropriate placement; or instructor's permission; and concurrent enrollment in MATH 124 and PHYS 201.*

192 Modeling Physical Systems 2 (2)

Study of techniques and procedures for mathematical modeling of physical systems. *PREREQUISITE: MATH 124 and PHYS 201 with a grade of 2.0 or higher; or appropriate placement; or instructor's permission; and concurrent enrollment in MATH 125 and PHYS 202.*

194 Special Topics (varies) (1-5)

Study of specialized mathematical topics. The topics chosen depend upon interest and staffing. Possible areas of study include number theory, probability, logic, mathematics for parents, and computer applications. *PREREQUISITE: Instructor's permission and eligible for READ 104.*

224 Intermediate Analysis (5)

This fourth course of a four-quarter calculus sequence is an introduction to functions of multiple variables and vector calculus. Topics include limits and continuity; partial differentiation; gradients; multiple integration; iterated integrals; vector analysis involving divergence, curl, line integrals, and the fundamental theorems of vector calculus. Graphing calculator required. *PREREQUISITE: MATH 126 with a grade of 2.0 or higher; or appropriate placement; or instructor's permission. Satisfies quantitative skills and natural science requirement for AA degree.*

238 Differential Equations (5)

Study of the theory and solutions involving first and second order equations, existence and uniqueness theorems, numerical methods of solution, and applications. Additional topics may be chosen from the following: (1) series solutions for differential equations, (2) systems of linear differential equations, (3) Laplace transforms, (4) stability theory. Graphing calculator required. *PREREQUISITE: MATH 224 with a grade of 2.0 or higher; or instructor's permission. Satisfies quantitative skills or natural science requirement for AA degree.*

240 Topics in Linear Algebra (5)

Study of systems of linear equations, vector spaces, matrices and matrix equations, eigenvalues and eigenvectors, linear transformations, and applications. Graphing calculator required. *PREREQUISITE: MATH 124 with a grade of 2.0 or higher; or instructor's permission. Satisfies quantitative skills or natural science requirement for AA degree.*

256 Statistics for Business and Social Science (5)

Study of descriptive and inferential statistics boxplots, histograms and scatterplots; introduction to design of experiments; measures of central tendency; frequency distributions; probability distributions;



sampling and sampling distributions; hypothesis testing; and linear regression. Graphing calculator required. Not open to students who have taken B A 256.

PREREQUISITE: MATH 102 or 156 with a grade of 2.0 or higher; or instructor's permission.

RECOMMENDED: Eligible for READ 104.

Satisfies quantitative skills or natural science requirement for AA degree.

297 Independent Study (1-5)

Encourages students to independently study an area or topic of mathematics of special interest to them. Students meet on a tutorial basis with the instructor. *PREREQUISITE: MATH 124, 157 or 256 with a grade of 2.0 or higher and instructor's permission.*

Music (MUSIC)

100 Music Survey (5)

Introduction to music of the great master composers beginning with the elements of music and progressing through the common style periods. Listening lab included. *Satisfies humanities/fine arts/English requirement for AA degree.*

103 American Popular Music (5)

The study of the history and genesis of American popular music from its birth to the present day. Folk music, Dixieland and jazz, Broadway shows, rock and roll and current musical trends will be both studied and listened to. *Satisfies humanities/fine arts/English requirement for AA degree.*

105 Introduction to Computer Music (5)

Introduction to computer assisted notation, composition and performance utilizing a Macintosh computer, digital electronic piano, multi-timbral sound module, and software conforming to General MIDI (Musical Instrument Digital Interface). Keyboard experience helpful but not necessary. *Satisfies humanities/fine arts/English requirement for AA degree.*

106 Computer Music Notation (5)

A continuation of MUSIC 105 with an emphasis on advanced music writing, editing, and score preparation including articulation and dynamic markings, transposition, lyric writing, chord symbols and printing standard MIDI files. *PREREQUISITE: MUSIC 105 or instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

111 Music Theory 1 (3)

The study of basic music notation with emphasis on intervals, scales, key signatures, triads, principles of rhythm and simple harmonization in four parts on the grand staff. *Satisfies humanities/fine arts/English requirement for AA degree.*

112 Music Theory 2 (3)

Continuation of MUSIC 111. A study of diatonic harmony including the dominant seventh chord, non-harmonic tones, cadences and inversions in a variety of choral and keyboard textures in common practice style. Includes analysis, composition and performance. *PREREQUISITE: MUSIC 111. Satisfies humanities/fine arts/English requirement for AA degree.*

113 Music Theory 3 (3)

Continued study of diatonic harmony including diminished and half-diminished seventh chords, minor and major seventh chords, simple two- and three-part form, secondary dominants and an introduction to tonal counterpoint. *PREREQUISITE: MUSIC 112. Satisfies humanities/fine arts/English requirement for AA degree.*

114 Ear Training 1 (2)

Study of simple intervals, triads and rhythm through a program designed to train the ear to identify and write down simple musical structures from dictation. *Satisfies humanities/fine arts/English requirement for AA degree.*

115 Ear Training 2 (2)

Continued study of simple and compound intervals, basic four-part harmony, rhythm and pitch through a program designed to train the ear to identify and write down musical structures from dictation. *PREREQUISITE: MUSIC 114. Satisfies humanities/fine arts/English requirement for AA degree.*

116 Ear Training 3 (2)

Continued study of simple and compound intervals, triads and seventh chords in four-part harmony and complete melodies through a program designed to train the ear to identify and write down musical structures from dictation. *PREREQUISITE: MUSIC 115. Satisfies humanities/fine arts/English requirement for AA degree.*

118 Concert Choir 1 (1-3)

Preparation and presentation of various selected choral works. Basic fundamentals of vocal production are studied in depth. One required evening performance each quarter. *Satisfies activity or humanities/fine arts/English requirement for AA degree.*

119 Concert Choir 2 (1-3)

Continuation of MUSIC 118 with preparation and presentation of various selected choral works. Basic fundamentals of vocal production also studied in-depth. One required evening performance each quarter. *PREREQUISITE: MUSIC 118. Satisfies humanities/fine arts/English requirement for AA degree.*

120 Concert Choir 3 (1-3)

Continuation of MUSIC 119 with preparation and presentation of various selected choral works. Basic fundamentals of vocal production also studied in depth. One required evening performance each quarter. *PREREQUISITE: MUSIC 119. Satisfies humanities/fine arts/English requirement for AA degree.*

124 Musical Rehearsal and Performance (5)

Participation in a musical comedy or drama as a performer or technician. *Satisfies activity or humanities/fine arts/English requirement for AA degree.*

127 Rendezvous Chamber Singers 1 (1-5)

Preparation and presentation of choral music classical, jazz, and pop idioms. Some students may be involved as rhythm section players or sound technicians. Extensive performance demands are required. BY AUDITION ONLY. *PREREQUISITE: Instructor's permission. Satisfies activity or humanities/fine arts/English requirement for AA degree.*

128 Rendezvous Chamber Singers 2 (1-5)

Preparation and presentation of classical, jazz, and pop idioms. Some students may be involved as rhythm section players or sound technicians. Extensive performance demands are required. BY AUDITION ONLY. *PREREQUISITE: MUSIC 127 and instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

129 Rendezvous Chamber Singers 3 (1-5)

Preparation and presentation of choral music in classical, jazz and pop idioms. Some students may be involved as rhythm section players or sound technicians. Extensive performance demands are required. BY AUDITION ONLY. *PREREQUISITE: MUSIC 128 and instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

130.1 Private Instruction 1 (1)

Individual instruction in voice or on any common instrument. Students pay instructor fee. *PREREQUISITE: Instructor's permission. Satisfies activity or humanities/fine arts/English requirement for AA degree.*

130.2 Private Instruction 2 (1)

Individual instruction in voice or on any common instrument. Student pays instructor fee. *PREREQUISITE: MUSIC 130.1 or instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*



Course Descriptions

130.3 Private Instruction 3 (1)

Individual instruction in voice or on any common instrument. Student pays instructor fee. *PREREQUISITE: MUSIC 130.2 or instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

132 Class Piano (2)

Basic piano pedagogy in a group classroom situation. Hand positions, fingering, basic chord structure. Beginning music majors or minors who do not meet piano proficiency must enroll in Class Piano until requirements are met. *Satisfies activity or humanities/fine arts/English requirement for AA degree.*

133 Class Piano (2)

Basic piano pedagogy in a group classroom situation. Hand positions, fingering, basic chord structure. Beginning music majors or minors who do not meet piano proficiency must enroll in Class Piano until requirements are met. *PREREQUISITE: MUSIC 132. Satisfies humanities/fine arts/English requirement for AA degree.*

218 Concert Choir 4 (1-3)

Continuation of MUSIC 120 with preparation and presentation of various selected choral works. Basic fundamentals of vocal production also studied in-depth. One required evening performance each quarter. *PREREQUISITE: MUSIC 120. Satisfies humanities/fine arts/English requirement for AA degree.*

219 Concert Choir 5 (1-3)

Continuation of MUSIC 218 with preparation and presentation of various selected choral works. Basic fundamentals of vocal production also studied in-depth. One required evening performance each quarter. *PREREQUISITE: MUSIC 218. Satisfies humanities/fine arts/English requirement for AA degree.*

220 Concert Choir 6 (1-3)

Continuation of MUSIC 219 with preparation and presentation of various selected choral works. Basic fundamentals of vocal production also studied in-depth. One required evening performance each quarter. *PREREQUISITE: MUSIC 219. Satisfies humanities/fine arts/English requirement for AA degree.*

227 Rendezvous Chamber Singers 4 (1-5)

Preparation and presentation of choral music in classical, jazz and pop idioms. Some students may be involved as rhythm section players or sound technicians. Extensive performance demands are required. BY AUDITION ONLY. *PREREQUISITE: MUSIC 129 and instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

228 Rendezvous Chamber Singers 5 (1-5)

Preparation and presentation of choral music in classical, jazz and pop idioms. Some students may be involved as rhythm section players or sound technicians. Extensive performance demands are required. BY AUDITION ONLY. *PREREQUISITE: MUSIC 227 and instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

229 Rendezvous Chamber Singers 6 (1-5)

Preparation and presentation of choral music in classical, jazz and pop idioms. Some students may be involved as rhythm section players or sound technicians. Extensive performance demands are required. BY AUDITION ONLY. *PREREQUISITE: MUSIC 228 and instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

230.1 Private Instruction 4 (1)

Individual instruction in voice or on any common instrument. Student pays instructor fee. *PREREQUISITE: MUSIC 130.3 and instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

230.2 Private Instruction 5 (1)

Continued individual instruction in voice or on any common instrument. Students pay instructor fee. *PREREQUISITE: MUSIC 230.1 and instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

230.3 Private Instruction 6 (1)

Individual instruction in voice or on any common instrument. Student pays instructor fee. *PREREQUISITE: MUSIC 230.2 and instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

298 Independent Study (1-5)

Encourages students to study independently in their fields of special interest in music. Each student meets on a tutorial basis with the instructor. *PREREQUISITE: Instructor's permission.*

299 Independent Study (1-5)

Encourages students to study independently in their fields of special interest in music. Each student meets on a tutorial basis with the instructor. *PREREQUISITE: MUSIC 298 and instructor's permission.*

Natural Resources (NATRS)

100 Introduction to Natural Resources (5)

Study of natural resources at an introductory level outdoors and in a classroom setting. Natural resources careers will be explored. Concepts of systems, biomes, forest biology, tree physiology, forest ecology, silviculture,

water resources, fish and wildlife management, and fire ecology will be introduced. Forest history, forest policy, and forest ownership will be studied. *PREREQUISITE: Eligible for ENGL 100. NATRS 172 or concurrent enrollment; or instructor's permission.*

117 Aerial Photography Uses and Ground Based Mapping (2)

Study and use of maps and aerial photographs to interpret vegetation and landforms, measure distance and direction, and navigate. Aviation students will become proficient in identifying ground development through the use of aerial photography. Survey of remote sensing technologies, and GPS systems, which are used in GIS and Aviation. Course not intended for Natural Resources majors. *PREREQUISITE: Eligible for ENGL 100 and any 100-level MATH; or concurrent enrollment.*

161 Wildlife Habitat Management (5)

Study the management of wildlife and wildlife habitats to encourage incidence and diversity of mammals, birds, amphibians, and reptiles. Students will develop field wildlife research projects to aid management skills. Students will visit, observe, and participate in actual projects, which gives the student the opportunity to see Pacific Northwest wildlife in its ever-changing environments within the growing research-based industry. *PREREQUISITE: Eligible for ENGL 100 and NATRS 172 or instructor's permission.*

162 Biology and Conservation of Birds (3)

Major principles of natural history, avian reproductive biology, population ecology and conservation strategies for both hunted and nonhunted birds will be explored. Field identification skills and field methodologies will be introduced through indoor labs and field exercises. *PREREQUISITE: Eligible for ENGL 100 and NATRS 172 or concurrent enrollment; or instructor's permission.*

172 Computer Applications Overview (3)

Topics include data location collection techniques, Global Positioning Systems (GPS), hand-held data recorders, Excel uses, development of forestry databases, PowerPoint skills, map preparation using Geographic Information System (GIS) software, cost analysis techniques, and development of an employment portfolio. For Natural Resources students. *RECOMMENDED NATRS 100 be taken concurrently.*

180 Natural Resources Measurement (5)

Application of algebra, geometry, and trigonometry to the solution of tree measurement, surveying, mapping, and orienteering problems. A calculator with



Course Descriptions

trigonometric functions and capability is required. *PREREQUISITE: MATH 115T or equivalent with a grade of 1.0 or higher, or concurrent enrollment.*

181 Forest Navigation and Mapping (8)

The use of a compass and chain/tape, mapping, map reading, topography, orientation, area determination, triangulation, the U.S. survey system, notekeeping, field reporting, GPS (Global Positioning Systems), and pacing are learned. Extensive field exercises are used in individual, team, and group situations. Open and closed traverses of roads, trails, and areas will be conducted. *PREREQUISITE: Completion of NATRS 180 with a grade of 1.0 or higher, or instructor's permission.*

182 Air Photo Interpretation and Remote Sensing (5)

Study and use of maps and aerial photographs to interpret vegetation and landforms, measure distance and direction, and to navigate. Survey of remote sensing technologies, GPS and GIS systems. Extensive field exercises are used. Basic tree measurements are conducted. The student will apply previously learned mathematical concepts and field skills. *PREREQUISITE: NATRS 181 or concurrent enrollment.*

183 Tree and Shrub Identification (5)

Collection of specimens and identification of common trees and shrubs found in Washington forests. The use of taxonomic keys is taught. Ecological characteristics and growth habits are studied. *PREREQUISITE: NATRS 172 or instructor's permission.*

184 Shrub and Wildflower Identification (5)

Collection of specimens and identification of common trees, shrubs, and wildflowers found in Washington forests. The use of taxonomic keys is taught. Ecological characteristics and growth habits are studied. *PREREQUISITE: NATRS 172 or instructor's permission.*

195 Stream and Wetland Ecology (5)

Students will gain an understanding of stream and wetland ecology. Stream and wetland dynamics, associated plant and animal ecology, streamflow hydraulics, and Washington Forest Practices Regulations will be studied. Measurements and sampling will be conducted within ponds, streams and wetlands with follow-up analysis and reports. *PREREQUISITE: Eligible for ENGL 100 and NATRS 172; or instructor's permission.*

197 Wildland Recreation (3)

Students will learn skills needed to develop and manage wildland parks and recreational sites for private, state, and federal owners. Students will visit, observe, and participate in actual projects within the growing wildland

recreational industry. *PREREQUISITE: Eligible for ENGL 100 and NATRS 172; or instructor's permission. Satisfies activity requirement for AA degree.*

198-199 Independent Study (1-5)

Encourages Natural Resources students to study and develop independently in their special interests. The student must obtain approval on his/her selected special study project from the instructor involved. *PREREQUISITE: Instructor's permission.*

284 Road and Trail Engineering (6)

Road and recreational trail location priorities, location on topographic maps with grade, slope, and property line constraints; Forest Practice Regulations; harvesting and construction equipment; curve computation and field layout; slope staking and cut/fill computation; culvert location; surfaces and drainage; calculations for cut/fill and curves; plan and profile drawing of fieldwork. Extensive field exercises are used in team and group situations. *PREREQUISITE: NATRS 172 and 181 or equivalent or concurrent enrollment.*

285 Forest Protection (5)

A study of forest health and the effects of wildfire, insects, disease, animal damage, and abiotic damage on natural resources. Classroom, field studies, and library research are used. *PREREQUISITE: ENGL 100 or equivalent or concurrent enrollment and NATRS 172 or equivalent or concurrent enrollment.*

286 Natural Resources Business Principles (5)

A study of human relations and business activities unique to small independent businesses and organizations. Emphasis on contract supervision and consulting/contracting in natural resources management. Interactions of individuals, teams and crews, organizations, and business ethics will be studied. Types of ownership, organization, state and federal laws, contracts, taxation, insurance, payroll, finance, accounting, customer relations, personnel management, and negotiation will be learned. *PREREQUISITE: NATRS 172 or concurrent enrollment; and ENGL 100 or concurrent enrollment.*

290 Internship Seminar (1)

For career-oriented natural resources students as a sequential course to NATRS 294, Natural Resources Internship. Business letters, resumes, and applications are completed; interviewing skills and internship procedures are studied. Mock interviews and actual interviews for spring internships are conducted. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

292 Resource Sampling and Appraisal (8)

Since natural resources are valuable, students acquire skills and knowledge to measure, calculate, and sample resources and forest products to determine value using statistically valid procedures. A rigorous course utilizing skills and knowledge gained in previous natural resources courses. *PREREQUISITE: NATRS 182 and 285; or concurrent enrollment.*

293 Silvicultural Analysis (5)

Study of silvicultural practices common in management of natural resources in the Pacific Northwest. Prescriptions are written for specific management objectives. Resources and soils are inventoried. A research project is designed, measured, and reported. Students work independently and in group projects indoors and outdoors. *PREREQUISITE: Instructor's permission.*

294 Natural Resources Internship (14)

Requires the student to work full time in a paid or volunteer position for an agency or company that will best help the student enhance his/her technical skills and prepare the student for career employment. The student must earn all 14 credits by working 462 hours during spring quarter following completion of the second year Natural Resources courses. Students will find and choose their employers and obtain instructor approval before beginning work. Students must have suitable field clothes and equipment for internship position. *PREREQUISITE: NATRS 290 and instructor's permission. This is a pass/no credit course.*

297-299 Independent Study (1-5)

Encourages Natural Resources students to study and develop independently in their special interests. The student must obtain approval on his/her selected special study project from the instructor involved. *PREREQUISITE: Instructor's permission.*

Natural Science (N SCI)

100 Earth Systems Science (5)

Introduces students to the physical evidence, scientific principles, and methods of analysis necessary to understand how earth systems interact to generate and sustain the physical environment in which we live. The following earth systems will be studied: the geosphere (the rocky and metallic earth), the hydrosphere (water), and the biosphere (living things). Offered in an online format only. Includes laboratory experience. *PREREQUISITE: MATH 072 and ENGL 100. Satisfies natural science or lab science requirement for AA degree.*



Course Descriptions

194 Special Topics-Lecture (varies) (1-5)

Non-lab science in which special subject matter is offered which is not part of the regular curriculum. Content varies from course to course.

Nursing (NURSE)

100 Nutrition (3)

Introduces students to the fundamental nutritional concepts throughout the life span. The major focus will be upon foods included in the food pyramid, which supply the major nutrients.

101 Introduction to Computers in Nursing (1)

Familiarizes students with computers and hospital computerized information systems. Students will explore a computer-based hospital information system, learn to apply the nursing process in nursing care development, and practice precise and accurate patient documentation. *PREREQUISITE: Instructor's permission.*

102 Intro to Clinical Pharmacology in Nursing (3)

Introduction to clinical drug therapy with emphasis on the knowledge and interventions needed to maximize therapeutic effects and prevent or minimize adverse effects of drugs. Major content areas include basic concepts of pharmacology, groups of therapeutic drugs, prototypes of drugs, commonly prescribed individual drugs, drug effects on body tissues, and applying the nursing process in relation to prescribed therapy regimens. *PREREQUISITE: Enrollment in Practical Nursing Program or instructor's permission.*

103 Drug Therapy and the Nursing Process (2)

Additional study of clinical pharmacological principles for practice, administration of medication, and the evaluation of the patient. Emphasis is on major drug classes (cardiovascular, respiratory, gastrointestinal, central nervous system) and the application of the nursing process. *PREREQUISITE: NURSE 102 or Instructor's permission.*

104 Nursing 1—Fundamentals (6)

Introduction to the health-illness continuum. Concepts of basic health and nursing process are integrated throughout each unit. *PREREQUISITE: Completion of pre-admission requirements.*

105 Community Lab 1 (4)

Taken concurrently with NURSE 104. Laboratory experience in both long term and acute care settings provides the opportunity to learn basic nursing skills including patient/

client health assessment, basic hygiene and assistance with activities of daily living. *PREREQUISITE: Concurrent enrollment in NURSE 104 and instructor's permission.*

106 Nursing 2 (8)

Diseases are studied through the identification of the relationships and similarities of health problems. This information can be applied to all age groups. *PREREQUISITE: NURSE 104 and 105; or instructor's permission.*

107 Nursing 2 Community Lab 2 (8)

Community lab experience planned concurrently with NURSE 106. Local health facilities utilized. *PREREQUISITE: Concurrent enrollment in NURSE 106.*

108 Introduction to Computer Case Studies in Nursing (2)

Using a computer-based hospital information system, nursing students will search a simulated client database to locate requested information and answer questions posed in exercises including administration of medication, nursing care development, and documentation of nursing care. Students will gain problem-solving and organizational skills required to provide nursing care to adult and pediatric clients. *PREREQUISITE: Enrollment in Practical Nursing Program or NURSE 101.*

109 Nursing 3 Community Lab 3 (8)

Lab experience planned concurrently with NURSE 110. *PREREQUISITE: Concurrent enrollment in NURSE 110.*

110 Nursing 3 (8)

Diseases are studied through the identification of the relationships and similarities of health problems. This information can be applied to all age groups. *PREREQUISITE: NURSE 106 or instructor's permission.*

112 Nursing 4 (6)

Concepts of mental, physical and emotional health of the mother and newborn are studied. Complex health problems through the life span are studied with focus on mental illness and complex medical conditions. *PREREQUISITE: NURSE 109 and 110; or instructor's permission. Enrollment in Practical Nursing Program.*

113 Nursing 4 Community Lab 4 (6)

Lab experience planned concurrently with NURSE 112. *PREREQUISITE: NURSE 109 and 110; or instructor's permission.*

114 Principles and Practice of Intravenous Therapy (2)

Provides the novice and experienced nurse with the basic knowledge and awareness of the skills necessary to initiate and monitor

intravenous therapy. Methods of instruction are both didactic and practice. *PREREQUISITE: Enrollment in Practical Nursing Program or instructor's permission.*

116 Nursing Issues and Delivery Systems (3)

Introduces the concepts and tools to assist the nurse to remain flexible in the ever-changing nursing care scene. Provides a brief historical overview of nursing practice. Identifies trends and nursing issues of the future. *PREREQUISITE: NURSE 104 and enrollment in Practical Nursing Program.*

117 Nursing Care Management and Concept Development (2)

Helps students develop strategies for better development of nursing care management. *PREREQUISITE: Enrollment in Practical Nursing Program.*

118 Advanced Computer Case Studies in Nursing (1)

Focuses on concepts relevant to hospital information systems combined with critical thinking and analysis in a variety of clinical simulations. The main focus is on the use of patient case studies to support clinical decision-making. *PREREQUISITE: Enrollment in Practical Nursing program or NURSE 101 or NURSE 108.*

119 Nursing Process Reports 1 (1)

Additional study of the nursing process focuses on oral and written patient data reports. *PREREQUISITE: NURSE 104.*

120 Nursing Process Reports 2 (1)

Additional study of the nursing process focuses on oral and written patient assessment and data reports. *PREREQUISITE: NURSE 104.*

121 Nursing Process Reports 3 (1)

Additional study of the nursing process focuses on more complex oral and written patient data reports. *PREREQUISITE: NURSE 104.*

198 Independent Study—Nursing (1-10)

Meets special objectives of a licensed practical nurse from other states seeking licensure in Washington state. The student is responsible to meet with a practical nursing advisor and agree to a specific objective contract which identifies units, credits, and learning experiences to be completed. This contract is to be filed with the Dean of Instruction, Health Science and Family Studies. *PREREQUISITE: Instructor's permission.*



Course Descriptions

Nursing Assistant (NRS A)

100 Introduction to Nursing Care Studies (2)

Students will develop skills necessary to improve learning and retention of nursing care and studies. Course includes skills of time management, study techniques, stress reduction and critical thinking. *For WorkFirst students only.*

101 Introduction to Nursing Care Studies 2 (1)

Students will develop additional skills to improve nursing communication and nurse assistant leadership role skills. *PREREQUISITE: NRS A 100, 102, 103. Eligible for ENGL 090 and READ 094. For WorkFirst students only.*

102 Nurse Assistant Theory 1 (3)

Students will develop knowledge necessary to provide entry level nurse assistant care. Course includes knowledge concepts of role, safety, physical/emotional care, psycho/social and beginning restorative skills/services. *PREREQUISITE: Concurrent enrollment in NRS A 103. For WorkFirst students only.*

103 Nurse Assistant 1 Skills (2)

Students will apply knowledge and develop physical skills necessary to provide entry-level nurse assistant care. Students will perform nursing skills in campus lab prior to patient, resident, or client care. *PREREQUISITE: Concurrent enrollment in NRS A 102. For WorkFirst students only.*

104 Nurse Assistant Theory 2 (2)

Students will gain additional knowledge and skills necessary to provide care to more complex patients, residents, or clients. Students will gain knowledge/concepts of patient, resident, clients' physical and psycho/social security. *PREREQUISITE: Concurrent enrollment in NRS A 101 and 105. For WorkFirst students only.*

105 Nurse Assistant 2 Skills (3)

Students will develop additional skills to improve basic nursing care to patients, residents, or clients with more complex conditions. *PREREQUISITE: Concurrent enrollment in NRS A 101 and 104. For Workfirst students only.*

Occupational Therapy Assistant (O T)

100 Introduction to Occupational Therapy (3)

The practice of occupational therapy, its history and philosophical base are introduced. Performance areas, components, contexts, the occupational therapy process, and the

promotion of health are included. Ethics and professional behavior are introduced. *PREREQUISITE: Instructor's permission.*

102 Physical Disabilities 1 (4)

First of a two-quarter sequence including the study of anatomical, physiological, and pathological factors relative to specific clinical conditions. Includes a study of basic treatment theory and techniques. Lab allows for practical experiences in patient assessment and treatment techniques. *PREREQUISITE: AP 103 or 205; and instructor's permission.*

105 Application of Occupational Therapy 1 (2)

Students participate in supervised clinical experience with patients in a community health care facility. Includes observation, and planning and implementation of patient treatments as assigned by clinical supervisor. *PREREQUISITE: Instructor's permission.*

106 Professional Advocacy Experience (1)

Students will become acquainted with therapy practitioners' responsibilities in professional activities and for promotion of occupational therapy to other professionals, consumers, third-party payers and the public. *PREREQUISITE: Instructor's permission.*

108 Psychosocial Dysfunction (5)

A study of techniques used to meet mental health needs within the occupational therapy setting. Includes the application of psychosocial frames of reference, clinical conditions, and the application of occupational therapy to these conditions. *PREREQUISITE: Instructor's permission.*

109 Developmental Disabilities (4)

Study of conditions that impede normal growth and development with special emphasis on cerebral palsy, mental retardation and learning disabilities. Developmentally appropriate occupational therapy treatment methods are explored with opportunity for experiential learning of patient handling techniques. *PREREQUISITE: Instructor's permission.*

110 Occupational Therapy Principles (4)

Students learn basic patient-therapist interaction, recordkeeping/documentation, special equipment usage, daily living skills, therapeutic intervention, and medical terminology.

115 Therapeutic Activities 1 (3)

Study of techniques and assessments used in a therapeutic environment. Includes basic therapeutic craft techniques, body mechanics with video taping, hand function assessments,

visual impairments, and homemaking adaptations. *PREREQUISITE: Instructor's permission.*

116 Physical Disabilities 2 (5)

Second of a two-quarter sequence including the study of anatomical, physiological and pathological factors relative to specific clinical conditions. Includes a study of basic treatment theory and techniques. Lab allows for practical experiences in patient assessment and treatment techniques. *PREREQUISITE: AP 104 or 206 and instructor's permission.*

194 Special Topics (varies) (1-2)

Intermediate course designed to encourage students to complete study in a special area of Occupational Therapy. Students will attend class on a regular basis to complete course project. *PREREQUISITE: Instructor's permission.*

198 Independent Study (1)

Students may participate in an in-depth study of specific areas of occupational therapy through library research, field investigation, or experience in selected activities under instructor guidance. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

202 Ethics, Values and Responsibility in Health Care (3)

Students learn through lecture/discussion and practical experiences those professional behaviors consistent with standards established by occupational therapy practice.

204 Application of Activities (5)

Advanced course incorporates application of theories in the analysis, selection and use of activities in a therapeutic environment which address needs of diverse patient populations. Documentation, recordkeeping, service operations, safety and infection control responsibilities are included. *PREREQUISITE: O T 102 and 108.*

206 Application of Occupational Therapy 2 (2)

Students participate in supervised clinical experience with patients in a community health care facility. Emphasizes observation, planning and implementation of patient treatments as assigned by clinical supervisor. *PREREQUISITE: Instructor's permission.*

207 Application of Occupational Therapy 3 (2)

Students participate in supervised work experience with patients in a community health care facility. Emphasizes observation, planning and implementation of patient treatments as assigned by clinical supervisor. *PREREQUISITE: Instructor's permission.*



Course Descriptions

210 Therapeutic Adaptations (3)

An advanced course in which students demonstrate previously learned technical skills as well as their knowledge of physical dysfunctions as they work with a variety of materials to design, modify and fabricate special equipment and assistive devices for the disabled. Skills need to safely work with hand and power tools are stressed. *PREREQUISITE: O T 215 or instructor's permission.*

211 Pre-fieldwork Experience Seminar (2)

Prepares student for successful completion of Level II fieldwork with emphasis placed on further development of documentation and therapeutic intervention skills. Other topics include job search skills, service operations, and supervision issues. *PREREQUISITE: Instructor's permission.*

212 Therapeutic Activities 2 (3)

Study of the importance of leisure and social participation as an area of occupation. Students learn to adapt, structure, and implement socioculturally appropriate therapeutic leisure and social activities for patients/clients in community settings. Therapeutic occupation-based program planning is emphasized. *PREREQUISITE: Instructor's permission.*

215 Work Place Issues (3)

A hands-on course that provides students with a basic introduction to tools and methods of woodworking and experience in instructing and supervising developmentally disabled clients in a sheltered workshop. Focus placed on task analysis, adaptations of the workplace, and the teaching-learning process. *PREREQUISITE: Instructor's permission.*

220 Therapeutic Group Leadership (2)

Group dynamics as related to occupational therapy are studied. Students learn to plan and implement activity groups appropriate to patients/clients of all ages. Group leadership skills are emphasized. *PREREQUISITE: Instructor's permission.*

250 Field Work Experience 1 (12)

Fieldwork experience includes practice in one of the following areas: physical disabilities, psychological dysfunction, geriatrics, developmental disabilities, pediatrics, work hardening/pain management, or hand therapy under the supervision of a licensed occupational therapy practitioner. *PREREQUISITE: Instructor's permission.*

251 Field Work Experience 2 (12)

Fieldwork experience includes practice in one of the following areas: physical disabilities, psychological dysfunction, geriatrics, developmental disabilities, pediatrics, work hardening/pain management, or

hand therapy under the supervision of a licensed occupational therapy practitioner. *PREREQUISITE: O T 250 and instructor's permission.*

Parent Child Education (PCE)

051-059 Parent-Child Education: 0-1 Yr Olds (1)

Through discussion and laboratory experience, parents will explore concepts and learn skills to improve parenting practices with children age birth–12 months. Topics for discussion include (but are not limited to) growth and development, temperament, sleep, nutrition and child safety. *PREREQUISITE: Instructor's permission.*

061-069 Parent-Child Education: 1-2 Yr Olds (1)

Through group discussion and laboratory experience, parents will explore concepts and learn skills to improve parenting practices with children age 12–24 months. Topics for discussion include growth and development, guidance and discipline, temperament, and language development. *PREREQUISITE: Instructor's permission.*

071-079 Parent-Child Education: 2-3 Yr Olds (1)

Through group discussion and laboratory experience, parents will explore concepts and learn skills to improve parenting practices with children age 24–36 months. Topics for discussion include (but are not limited to) growth and development, guidance and discipline, play and learning, and anger management. *PREREQUISITE: Instructor's permission.*

081-089 Parent-Child Education: 3-4 Yr Olds (2)

Through lecture, group discussion, and laboratory experience, parents will explore concepts and learn skills to improve parenting practices with children age 36–48 months. Topics for discussion include growth and development, guidance and discipline, family communication, and building self-esteem. *PREREQUISITE: Instructor's permission.*

091-099 Parent-Child Education: 4-5 Yr Olds (2)

Through lecture, group discussion, and laboratory experience, parents will explore concepts and learn skills to improve parenting practices with children age 4–5 years. Topics for discussion include growth and development, guidance and discipline, family communication, building self-esteem, and school readiness. *PREREQUISITE: Instructor's permission.*

Philosophy (PHIL)

100 Introduction to Western Philosophy (5)

An introductory survey of the major issues and problems of western philosophy. Gives students a greater understanding of human experience through the examination of reality, knowledge and value. Questions posed may include: "Does God exist?", "Do we act freely?", "Is the mind distinct from the body?", "Can we ever know anything for certain?", and "What really matters?". *Satisfies humanities/fine arts/English requirement for AA degree.*

102 Contemporary Moral Problems (5)

An introductory survey of the moral problems confronting contemporary society and civilization. Helps students better understand and deal with moral problems confronting them in everyday life. Includes discussion of such topics as abortion, sexual morality, war, biochemical technology, paternalism, discrimination, and capital punishment. *Satisfies humanities/fine arts/English requirement for AA degree.*

103 History Survey-Ancient Philosophy (5)

Historical introduction to the ancient philosophy of western culture. Examines the beginnings of philosophy from pre-Socratic ancient Greece up to the early Christian era. Some of the philosophers include Thales, Pythagoras, Heraclitus, Parmenides, Socrates, Plato, Aristotle, and Epicurus. Historical perspective shows the interaction between the philosophies of a particular time, their social and political life, as well as the evolution of philosophical thought over this 600-year period. Emphasizes how past thinkers have influenced current thought and practice. *Satisfies humanities/fine arts/English requirement for AA degree.*

104 History Survey—Medieval Philosophy (5)

Historical introduction to the medieval philosophy of western culture. Looks at the period of philosophy from the early Christian era through the scholasticism of the Medieval period. Some of the philosophers included would be St. Augustine, St. Anselm, Averroes, St. Thomas Aquinas, Duns Scotus and William of Ockham. Historical perspective shows the interaction between the philosophies and social and political life of a particular time, as well as the evolution of philosophical thought over this thousand-year period. Emphasizes how past thinkers have influenced current thought and practice. *Satisfies humanities/fine arts/English requirement for AA degree.*



105 History Survey— Modern Philosophy (5)

Historical introduction to the renaissance and contemporary philosophy of western culture. Examines the period of philosophy from the humanism of the renaissance through the natural language philosophy and existentialism of this century. Some of the philosophers included are Descartes, Hobbes, Locke, Leibniz, Berkeley, Hume, Marx, Mill, James, Kierkegaard, and Wittgenstein. Historical perspective shows the interaction between the philosophies of a particular time, their social and political life, as well as the evolution of philosophical thought through this 600-year period. Emphasizes how past thinkers have influenced current thought and practices. *Satisfies humanities/fine arts/English requirement for AA degree.*

110 Social and Political Philosophy (5)

An introductory survey of fundamental social and political issues such as liberty, justice, fairness, democracy, peace and human survival. Helps students better understand and deal with issues and problems that arise in the context of social and political interaction. Sample topics include “What is a just distribution of income?,” “Is majority rule the best form of government?,” “Should there be limits to free speech?,” and “Is one ever justified in disobeying the law?” *Satisfies humanities/fine arts/English requirement for AA degree.*

112 Ethics in the Workplace (5)

An introductory survey of the ethical issues and problems that arise in workplace, professional and organizational situations. Helps students identify and solve these problems within the framework of ethical theory. Some of the issues covered are negotiation, sexual harassment, comparable worth, whistle-blowing, and the rights and responsibilities of employers and employees. *Satisfies humanities/fine arts/English requirement for AA degree.*

114 Philosophical Issues In Law (5)

An introductory survey of various philosophical issues that arise in law and legal reasoning. Increases students' skills in the analysis and critical assessment of legal issues and reasoning. Philosophers of law and lawyers draw materials from actual law cases, as well as from writing. Topics include criminal responsibility, civil disobedience, abortion, reverse discrimination, and enforcement of morals. *Satisfies humanities/fine arts/English requirement for AA degree.*

115 Reasoning In Everyday Life (5)

An introductory survey of the primary elements of reasoning and critical thinking. Helps students develop their thoughts in a clear, logical fashion in order to analyze and evaluate their own reasoning and that of others, and to make decisions rationally. Students learn these skills by applying them to real-life situations, such as conversations, television presentations, political speeches, editorials, and other writings on various topics. *Satisfies humanities/fine arts/ English requirement for AA degree.*

120 Introduction to Logic (5)

An introductory survey of the quantitative techniques used in symbolic logic, including both sentential and predicate logic. Helps students understand and apply concepts concerning logical properties and relationships. Topics include translating from a natural to an artificial symbolic language, validity of arguments, logical implication, equivalency, and consistency. *Satisfies natural science requirement or, under certain conditions, the quantitative component of the basic skills requirement for AA degree.*

160 Introduction to the Philosophy of Science (5)

An introductory survey of how scientific theories are justified and why they are accepted, using examples from the history of science. Helps students better understand and deal with issues relating to the kinds of explanations used in the physical and social sciences. Students will gain a deeper understanding of how these issues are central to disciplines such as biology, psychology, physics, sociology, history, geology, anthropology, and economics. *Satisfies humanities/fine arts/English requirement for AA degree.*

194 Special Topics (varies) (1-5)

Offers special philosophical subject matter that is not part of the regular curriculum. Content varies from course to course depending on requests from students or the opportunity to present unusual topics.

199 Independent Study (1-5)

Encourages a student to study independently in a field of his/her special interest in philosophy. Each student meets on a tutorial basis with the instructor. *PREREQUISITE: Two courses in philosophy, a topic that some member of the department is qualified to direct and evaluate, and permission from the division chair and instructor.*

200 Introduction to Philosophy of Religion (5)

An introductory survey of issues encountered in the philosophy of religion. Familiarizes students with philosophical issues relating to God, the soul, faith, evil and immortality. Topics include: “Is there proof for the existence of God?,” “Is there at least one good reason to believe there is a God?,” “What is God’s nature?,” “If there is a God, how can we account for the existence of evil?,” “Is revelation possible?,” “Do we have souls, and if so, are these souls immortal?” *Satisfies humanities/fine arts/English requirement for AA degree.*

206 Philosophical Issues in Sex and Gender (5)

An introduction to the major philosophical issues and problems in sex and gender, including such topics as pornography, representation of men and women in the media, sexism, family, work, justice and gender, gender and politics, and men’s movements. *Satisfies humanities/fine arts/ English requirement for AA degree.*

210 Comparative Religion (5)

An introductory survey of a variety of religions found throughout the world. Helps students understand the philosophical similarities and differences between different world religions. Topics include Christianity, Judaism, Zoroastrianism, Hinduism, Buddhism, Confucianism, Taoism, Shintoism, Islam and American Indian religions. *Satisfies humanities/fine arts/English requirement for AA degree.*

220 Introduction to Eastern Philosophy (5)

An introductory survey of the main philosophies in India, China and Japan. Helps students understand the philosophical similarities between these systems, especially as they relate to reality, value, knowledge and religion. Topics include Hinduism, Zoroastrianism, Jainism and Zen. *Satisfies humanities/fine arts/English requirement for AA degree.*

238 Introduction to the Philosophy of Human Rights (5)

An introductory survey of some of the major issues concerning human rights. Sample topics include: Are there such things as human rights? Are human rights universal or are they culturally relative? Do human rights only reflect “Western values” or do they also apply in societies with “Asian values”? How do we understand the rights of women, gays, and lesbians as human rights issues? Do future generations have rights? *Satisfies humanities/fine arts/English requirement for AA degree.*



Course Descriptions

240 Introduction to Ethics (5)

An introductory survey of some of the major theories concerning the nature of right and wrong and good and bad. Helps students better understand and analyze competing ethical or moral claims based on such standards as happiness, duty, human nature, theology and custom. Topics include value theory, free will and determinism, ethical absolutism, egoism, altruism, the ethical person, and the moral community. *Satisfies humanities/fine arts/English requirement for AA degree.*

299 Independent Study (1-5)

Encourages a student to study independently in a field of his/her special interest in philosophy. Each student meets on a tutorial basis with the instructor. *PREREQUISITE: Two courses in philosophy, a topic that some member of the department is qualified to direct and evaluate, and permission from the division chair and instructor.*

Photography (PHOTO)

101 Beginning Black and White Photography (5)

Stimulates an interest in and furthers the understanding of the techniques and principles of photography. Introduces the student to camera lenses, types of black and white film, proper film exposure, black and white film processing, and basic printmaking. *Satisfies activity or humanities/fine arts/English requirement for AA degree.*

102 Intermediate Black and White Photography (5)

For students who have learned the fundamentals of photography in Beginning Black and White Photography. Concentrates on the more complex aspects of good exposure and printmaking skills while increasing photographic concepts and vision. Students have an opportunity to experiment with black and white techniques. *PREREQUISITE: PHOTO 101. Satisfies humanities/fine arts/English requirement for AA degree.*

103 Advanced Black and White Photography (5)

For the student who has chosen to use photography as a form of creative expression. The art and craft of fine printmaking will be studied. Work of master photographers will be reviewed. The process of describing, interpreting, evaluating and theorizing photographs will be studied. Students will be directed toward independent personal projects. *PREREQUISITE: PHOTO 102. Satisfies humanities/fine arts/English requirement for AA degree.*

104 Digital Photography 1: Photoshop (5)

Introduction to the enhancement and manipulation of photographic imagery through the use of digital imaging software. Using the computer as an electronic darkroom, students will learn to control images in a minute as well as global manner. Instruction in montage, collage, image correction, 3D, motion, special effects and other digital techniques. Students will become technically and aesthetically competent with the computer as a tool of visual communication in the medium of photography. *Satisfies humanities/fine arts/English requirement for AA degree.*

105 Basic Photographic Lighting (5)

Introduction to the basic elements, concepts, principals, and laws of photographic lighting. The physical properties and qualities of direct and indirect lighting will be discussed and demonstrated. Instruction in basic portrait, product and still-life lighting techniques using tungsten lighting equipment. Projects will familiarize students with diverse methods in lighting for form, texture, separation and image control. *PREREQUISITE: PHOTO 101.*

106 Advanced Photographic Lighting (5)

The use of electronic flash lighting techniques and equipment in the studio is explored through specific lighting assignments in both black and white and color. Emphasis on special applications of lighting methods for difficult objects, surfaces, shapes and portrait settings. Artificial and natural light combinations will be discussed and demonstrated. Development of lighting problem solving skills will be a strong component. *PREREQUISITE: PHOTO 105.*

204 Digital Photography 2: Portfolio (5)

Continuation and perfection of the techniques introduced in PHOTO 104. Students will become more technically and aesthetically competent with the computer as a tool of visual communication in the medium of digital photography. Students will continue and combine the uses of montage, collage and image correction into a related body of work or portfolio. *PREREQUISITE: PHOTO 104. Satisfies humanities/fine arts/English requirement for AA degree.*

Physical Education (P E)

101 Physical Fitness Lab (2)

A developmental aerobic training class for men and women utilizing treadmills, stationary bicycles, stair climbers, rowing machines, cross-country ski machines, elliptical trainers, and running or walking outside. Develops general endurance of the respiratory and circulatory systems, reduce or maintain body fat levels, and provide knowledge in safe and sound activity principles, nutrition, weight

management/control, and risk factors for disease. *Satisfies fitness/wellness requirement for AA degree.*

102 Jogging (2)

A developmental jogging class for men and women. Develops general endurance of the respiratory and circulatory systems, reduce or maintain body fat levels, and provide knowledge in safe and sound activity principles, nutrition, weight management/control, and risk factors for disease. *Satisfies fitness/wellness requirement for AA degree.*

103 Total Physical Fitness (3)

An individualized, specialized fitness class for men and women using aerobic activity (fitness machines/jogging/interval training), anaerobic activity and weight training. Provides knowledge in safe and sound training principles, nutrition, weight management/control, and risk factors for disease. *Satisfies fitness/wellness requirement for AA degree.*

104 Bench Aerobics (2)

A developmental aerobic fitness class for men and women using bench/step aerobics. Develops general endurance of the respiratory and circulatory systems, reduce or maintain body fat levels, and provide knowledge in safe and sound activity principles, nutrition, weight management/control, and risk factors for disease. *Satisfies fitness/wellness requirement for AA degree.*

107 Basketball (1)

A developmental basketball class for men and women focusing on the fundamentals of basketball as a lifetime leisure activity. Enables the participant to acquire and practice proper techniques and strategies associated with basketball and learn the rules governing the game.

108 Tennis (1)

A developmental tennis class for men and women focusing on the fundamentals of tennis as a lifetime leisure activity. Enables the participant to acquire and practice proper techniques and strategies associated with tennis and learn the rules governing the game.

109 Court Games (3)

A developmental class for men and women focusing on the fundamentals of badminton, pickleball, and volleyball as lifetime leisure activities. Enables the participant to acquire and practice proper techniques and strategies associated with badminton, pickleball, and volleyball and learn the rules governing each game.



Course Descriptions

110 Golf (1)

A developmental golf class for men and women focusing on the fundamentals of golf as a lifetime leisure activity. Enables the participant to acquire proper techniques and strategies associated with golf and learn the rules governing the game.

111 Aerobic Walking (2)

A developmental aerobic walking class for men and women. Students will walk on the campus trails, and through nearby neighborhoods surrounding campus. Develops general endurance of the respiratory and circulatory systems, reduces or maintains body fat levels, and provides knowledge in safe and sound activity principles, nutrition, weight management/control, and risk factors for disease. *Satisfies fitness/wellness requirement for AA degree.*

112 Karate (1)

Karate class for men and women focusing on the basics of traditional Shito-Ryu Karate. Students will receive instruction in proper sport or self-defense etiquette, Japanese terminology, traditional Kata (form), basic self-defense techniques, basic blocks, kicks, and bag workout.

113 Group Dynamic Activities (1)

Develops self-confidence and team-building skills through participation in a graduated series of "problem-solving" and "challenge" activities. Employs initiative activities, games, and an adventure-based obstacle course. Meets two 8-hour days.

114 Cardio Conditioning (1)

A developmental aerobic fitness class for men and women using treadmills, stationary bicycles, stairclimbers, rowing machines, cross-country ski machines, elliptical trainers, and running or walking outside. Develops general endurance of the respiratory and circulatory systems, reduces or maintains body fat levels, and provides knowledge in safe and sound activity principles.

115 Kick-Box Aerobics (1)

A developmental aerobic fitness class for men and women using skills and techniques of kick-boxing combined with music. Develops general endurance of the respiratory and circulatory systems, reduces or maintains body fat levels and teaches basic martial art skills such as punching, kicking, knee raises, and many combinations.

116 Skiing (1)

Instruction in basic skills, strategy, and conditioning with opportunities for use in competitive situations.

117 Badminton/Pickleball (1)

A developmental class for men and women focusing on the fundamentals of badminton and pickleball as lifetime leisure activities. Enables participants to acquire and practice proper techniques and strategies associated with badminton and pickleball and to learn the rules governing both games.

118 Volleyball (1)

A developmental volleyball class for men and women focusing on the fundamentals of volleyball as a lifetime leisure activity. Enables the participant to acquire and practice proper techniques and strategies associated with volleyball and to learn the rules governing the game.

119 Intermediate and Advanced Volleyball (1)

An intermediate/advanced class for men and women focusing on the fundamentals of volleyball as well as the intermediate/advanced skills and strategies associated with the game. Students will practice and acquire intermediate/advanced techniques and skills. *PREREQUISITE: P E 118 or instructor's permission.*

121 Badminton (1)

Instruction in basic skills, strategy, and conditioning with opportunities for use in competitive situations.

122 Archery (1)

A developmental archery class for men and women focusing on the fundamentals of archery as a lifetime leisure activity. Enables the participant to acquire and practice proper techniques, strategies, and safety procedures associated with archery and gain knowledge of proper archery etiquette.

124 Indoor Soccer (1)

A developmental indoor soccer class for men and women focusing on the fundamentals of soccer as a lifetime leisure activity. Enables the participant to acquire and practice proper techniques and strategies associated with soccer and to learn the rules governing the game. Played in the main gymnasium.

125 Soccer (1)

A developmental soccer class for men and women focusing on the fundamentals of soccer as a lifetime leisure activity. Enables the participant to acquire and practice techniques and strategies associated with soccer and to learn the rules governing the game.

126 Bowling (1)

Instruction in basic skills, strategy, and conditioning with opportunities for use in competitive situations.

128 Slow Pitch (1)

A developmental slow pitch softball class for men and women focusing on the fundamentals of slow pitch softball as a lifetime leisure activity. Enables the participant to acquire and practice proper techniques and strategies associated with softball and to learn the rules governing the game.

129 Pickleball (1)

Instruction in basic skills, strategy, and conditioning with opportunities for use in competitive situations.

131 Weight Training (2)

A developmental weight training class for men and women using Nautilus and Cybex machines and free-weights. Increases muscular strength and endurance through the use of a progressive program utilizing dynamic overload principle. *Satisfies fitness/wellness requirement for AA degree.*

132 Strength Conditioning (1)

A developmental weight training class for men and women using Nautilus and Cybex machines and free-weights. Increases muscular strength and endurance through the use of a progressive program utilizing dynamic overload principle.

136 Yoga (1)

A beginning Hatha yoga course for men and women focusing on a progressive system of relaxation, movement, and conditioning techniques. Emphasizes a non-dogmatic approach to yoga focusing on flexibility-stretching and relaxing body and mind.

137 Body Toning (1)

A developmental fitness course for men and women of all fitness levels focusing on total body conditioning. Improves cardiorespiratory endurance, body composition, flexibility, and muscular strength and endurance using hand-held weights, bands, and exercises set to music.

138 Aerobic Dance (1)

A developmental aerobic fitness class for men and women using high and low impact aerobic techniques set to music. Develops general endurance of the respiratory and circulatory systems, reduces or maintains body fat levels, and provides knowledge in safe and sound activity principles.

139 Step Aerobics (1)

A developmental aerobic fitness class for men and women using bench/step aerobics set to music. Develops general endurance of the respiratory and circulatory systems, reduces or maintains body fat levels, and provides knowledge in safe and sound activity principles.



Course Descriptions

140 Step and Weights (1)

A developmental fitness course for men and women focusing on total body conditioning. Improves cardiorespiratory endurance, body composition, flexibility, and muscular strength and endurance using steps for aerobic activity and dumbbells for resistance training. Aerobic activity will be followed by resistance training.

143 Karate and Kick-Box Aerobics (1)

A developmental Karate and kick-box aerobics class for men and women focusing on the basics of traditional Shito-Ryu Karate and kick-boxing combined with music. Students will receive instruction in Karate etiquette, Japanese terminology, traditional Kata form, basic self-defense, basic blocks, kicks, and bag workout. Participation in Karate will be followed by kick-box aerobics.

144 Outdoor Cross-Training (1)

A developmental fitness class for men and women focusing on enhancing physical performance. Training options include running, interval training, core training, various speed and agility drills, and abdominal conditioning. Develops general strength and endurance of the respiratory and circulatory systems, reduces or maintains body fat levels, and provides knowledge in safe and sound fitness training principles.

150 Intermediate Basketball (1)

An intermediate basketball class for men and women focusing on the fundamentals as well as the intermediate skills and strategies associated with the game. Students will practice and acquire intermediate skills and techniques. *PREREQUISITE: P E 107 or instructor's permission.*

151 Sport Conditioning (2)

An individualized, specialized fitness class for men and women using aerobic activity (fitness machines/jogging/interval training), anaerobic activity and weight training. Provides training programs and information appropriate for conditioning before, during and after a competitive, intramural, or leisure sport season.

152 In-Sports Conditioning (2)

Sport-specific conditioning designed to meet the needs of students during their competitive season.

159 Intermediate Tennis (1)

Focuses on the fundamentals of tennis as a lifetime leisure activity as well as a competitive sport. Allows students to practice and acquire intermediate tennis skills and techniques, and advanced strategies associated with the game. *PREREQUISITE: P E 108 or instructor's permission.*

160 Exercise and Nutrition (3)

Focuses on respiratory cardio fitness and nutrition education using lecture and lab activities. Provides nutritional information including healthy food choices, caloric needs, vitamins, minerals, and phytochemicals, diet and disease, and weight management. Physical activity includes the use of machines in the Fitness Center-walking or running on treadmills (or outside), Stairmasters, Stepmills, rowing machines, NordicTracks, elliptical trainers, a Versaclimber, and bicycles. *Satisfies fitness/wellness requirement for AA degree.*

193 Australia Field Hiking (1-2)

A field hiking course for students concurrently enrolled in the Australia Study Abroad Program. Develops general endurance of the respiratory and circulatory systems, and allows students to practice safe hiking techniques, observe proper protocol, and experience various types of hikes in Australia. Hikes include urban river and greenway hikes, forested mountain hikes, desert mountain hikes, historic trail hikes, and beach hikes. An initial orientation will include information on basic principles of aerobic activity, heat and sun exposure, 10 essentials for hiking and hiking etiquette. *PREREQUISITE: Concurrent enrollment in Australia Study Abroad program.*

198 Independent Study-Physical Education (1-3)

Enables students with a basic knowledge in a discipline to pursue areas of special interest when there is no offering in the regular curriculum. *PREREQUISITE: Instructor's permission.*

201 Advanced Physical Fitness Lab (2)

An aerobic fitness class for men and women which allows students to continue and advance their health and fitness knowledge and their aerobic activity using treadmills, stationary bicycles, stairclimbers, rowing machines, cross-country ski machines, elliptical trainers, and running or walking outside. *PREREQUISITE: P E 101 or instructor's permission.*

202 Physical Fitness Lab (2)

Aerobic training program for men and women designed to develop general endurance of the respiratory and circulatory systems. *PREREQUISITE: P E 201 or instructor's permission.*

203 Physical Fitness Lab (2)

An aerobic fitness class for men and women which allows students to continue and advance their health and fitness knowledge and their aerobic activity using treadmills, stationary bicycles, stairclimbers, rowing machines,

cross-country ski machines, elliptical trainers, and running or walking outside. *PREREQUISITE: P E 202 or instructor's permission.*

207 Advanced Basketball (1)

Focuses on the fundamentals of basketball as a lifetime leisure activity as well as a competitive sport. Enables students to continue to practice proper techniques and strategies associated with basketball, learn the rules governing the game, and focus on advanced technical skills. *PREREQUISITE: P E 150 or instructor's permission.*

210 Intermediate Golf (1)

An intermediate golf class for men and women focusing on the fundamentals as well as the intermediate skills and strategies associated with the game. Students will practice and acquire intermediate skills and techniques. *PREREQUISITE: P E 110 or instructor's permission.*

211 Advanced Tennis (1)

Focuses on the fundamentals of tennis as a lifetime leisure activity as well as a competitive sport. Enables students to continue to practice proper techniques and strategies associated with tennis, learn the rules governing the game, and focus on advanced technical skills. *PREREQUISITE: P E 108 or instructor's permission.*

212 Advanced Jogging (2)

A jogging class for men and women that allows students to continue to advance their health and fitness knowledge and jogging technique. Students jog on campus trails, and on nearby roads. *PREREQUISITE: P E 102.*

215 Advanced Aerobic Walking (2)

An aerobic walking class for men and women which allows students to continue to advance their health and fitness knowledge and walking technique. Students walk on campus trails, and on nearby roads. *PREREQUISITE: P E 111.*

216 Advanced Karate (1)

A Karate class for men and women focusing on basics review, advanced Kata (form) and other techniques. Students will receive instruction in competition sport techniques, rules, and sparring. Japanese terminology, self-defense and basic techniques, or previous martial arts experience required.

224 Advanced Soccer (1)

Focuses on the fundamentals of soccer as a lifetime leisure activity as well as a competitive sport. Enables students to continue to practice proper techniques and strategies associated with soccer, learn the rules governing the game, and focus on advanced technical skills. *PREREQUISITE: Instructor's permission.*



231 Advanced Weight Training (2)

A weight training course for men and women which allows students to continue and advance their health and fitness knowledge and their muscular strength and endurance through the use of a progressive program utilizing dynamic overload principle. Students will use Nautilus and Cybex machines and free weights. *PREREQUISITE: P E 131 or instructor's permission.*

236 Advanced Yoga (1)

An advanced Hatha yoga course for men and women focusing on a progressively advanced system of relaxation, movement, and conditioning techniques. Emphasizes a non-dogmatic approach to yoga focusing on flexibility—stretching and relaxing body and mind. Prior yoga experience required.

251 Advanced Sport Conditioning (2)

An advanced, individualized fitness class for men and women using aerobic activity (fitness machines/jogging/interval training), anaerobic activity, and weight training. Allows students to continue training and gain information appropriate for sport-specific conditioning. *PREREQUISITE: P E 151.*

253 Advanced Total Physical Fitness (3)

An advanced individualized fitness class for men and women using aerobic activity (fitness machines/jogging/interval training), anaerobic activity, and weight training. Allows students to continue and improve their fitness program and learn advanced fitness and wellness concepts. *PREREQUISITE: P E 103.*

298 Independent Study (1-3)

Enables students with basic knowledge in a discipline to pursue areas of special interest when there is no offering in the regular curriculum. *PREREQUISITE: Instructor's permission.*

Physical Therapist Assistant (P T)

101 Introduction to Physical Therapy (3)

An introduction to physical therapy emphasizing the role and practice of the health practitioner, documentation, ethics, standards of practice and the law. The history and organization of the profession will also be covered. *PREREQUISITE: Instructor's permission.*

102 Therapeutic Interaction in Health Care (2)

An exploration of the skills, behaviors, and attitudes necessary for effective patient-practitioner interaction, peer interaction and team participation. *PREREQUISITE: Instructor's permission.*

105 Patient Care Skills (3)

Introduction to patient care including medical terminology, vital signs, universal precautions/aseptic technique, body mechanics, assisted ambulation and transfers, patient positioning and draping, passive range of motion and handling techniques/therapeutic touch. *PREREQUISITE: Instructor's permission.*

110 Principles of Physical Therapy Agents I (2)

Introduction of external compression and bandaging; length, girth, volumetric measure; thermotherapy including superficial heat, cryotherapy and paraffin; hydrotherapy; wound care and assessment; massage; and pulmonary hygiene. *PREREQUISITE: P T 105 and concurrent enrollment in P T 110L.*

110L Principles of Physical Therapy Agents 1 Lab (3)

The practice of external compression and bandaging; length, girth, and volumetric measure; thermotherapy including superficial heat, cryotherapy and paraffin; hydrotherapy; wound care and assessment; massage; and pulmonary. *PREREQUISITE: Concurrent enrollment in P T 110.*

111 Principles of Physical Therapy Agents 2 (3)

Study of physical therapy agents including ultrasound, phonophoresis and iontophoresis, EM radiation, electrotherapy, biofeedback, and cervical and lumbar traction. *PREREQUISITE: P T 110 and concurrent enrollment in P T 111L.*

111L Principles of Physical Therapy Agents 2 Lab (3)

Practical application of physical therapy agents including ultrasound, phonophoresis and iontophoresis, EM radiation, electrotherapy, biofeedback, and cervical and lumbar traction. *PREREQUISITE: Concurrent enrollment in P T 111.*

112 Physical Restoration (2)

The study and practice of functional training techniques used in treatment of the physically disabled. Includes wheelchair selection, fitting, and use; functional activities training; balance training; developmental activities; environmental barriers and modifications; and data gathering procedures for determining functional levels, environmental barriers and balance status. *PREREQUISITE: H SCI 101.*

113 Posture and Movement (3)

The study of the principles and assessment of posture, the mechanics and assessment of typical and atypical gait, and the function of prostheses and orthoses. *PREREQUISITE: H SCI 102 and concurrent enrollment in P T 113L.*

113L Posture and Movement Lab (1)

Provides laboratory experiences related to the assessment of posture and gait and the function of prostheses and orthoses. *PREREQUISITE: Concurrent enrollment in P T 113.*

114 Tests and Measurements (2)

The study and practice of tests and measurements used to gather data about muscle strength, range of motion and flexibility, skin and sensation, and balance and coordination. *PREREQUISITE: H SCI 102.*

151 Clinical Preparation (1)

Preparation for clinical experience—the opportunity to discuss what might be observed in clinic, ask questions about clinics, discuss issues such as boundaries and sexual harassment, and to continue developing documentation skills. *PREREQUISITE: P T 110.*

199 Independent Study—Physical Therapy (1-6)

Qualified students may participate in specific aspects of curriculum instruction, in field investigation or experience in practical application under supervision in selected specialty areas. May be repeated for a maximum of 12 credits. *PREREQUISITE: Instructor's permission.*

201 Issues in Health Care (3)

A study of the relationship of medical, legal and socioeconomic issues to the practice of physical therapy. Discussions will relate topics in health care to physical therapist assistant practice and explore management concerns and fiscal issues in physical therapy. Guest speakers may present relevant topics. *PREREQUISITE: P T 251.*

210 Therapeutic Exercise (3)

Instruction in the theory and principles of therapeutic exercise and selected kinesiological and neurologic principles related to therapeutic exercise. *PREREQUISITE: P T 114 and concurrent enrollment in P T 210L.*

210L Therapeutic Exercise Lab (2)

The practice and application of therapeutic exercise techniques including strengthening, stretching, range of motion and PNF (Proprioceptive Neuromuscular Facilitation). *PREREQUISITE: Concurrent enrollment in P T 210.*

211 Advanced Rehab Procedures (4)

Focuses on theory and application of physical therapy techniques to the treatment of specific disabilities primarily of neurologic origin. *PREREQUISITE: P T 210 and concurrent enrollment in P T 211L.*



Course Descriptions

211L Advanced Procedures Lab (2)

Practice of techniques studied in P T 211. *PREREQUISITE: Concurrent enrollment in P T 211.*

212 Physical Therapy Special Topics (2)

Exploration of specialized topics in physical therapy such as critical care, aquatics, burn care, chest physical therapy, chronic pain management and cardiac rehab. *PREREQUISITE: Concurrent enrollment in P T 212L.*

212L Special Topics Lab (1)

Practical application of techniques used in the treatment protocols for topics in P T 212. *PREREQUISITE: Concurrent enrollment in P T 212.*

213 Orthopedic Therapy (3)

The study of therapeutic exercise, manual techniques, principles of tissue healing, orthopedic pathology and common diagnostic procedures in relationship to orthopedic conditions encountered in the practice of physical therapy. *PREREQUISITE: P T 210 and concurrent enrollment in P T 213L.*

213L Orthopedic Therapy Lab (2)

The application of therapeutic exercise, manual techniques and principles of tissue healing in relationship to orthopedic conditions encountered in the practice of physical therapy. *PREREQUISITE: Concurrent enrollment in P T 213.*

251 Clinical Experience 1 (2)

Supervised clinical experience to familiarize the student with a clinical setting in which physical therapy is practiced. Observation and experience in physical therapy departments affiliated with the college. Clinical discussion group will focus on patient progress reports, both oral and written, interpersonal communication skills, and effective problem solving. *PREREQUISITE: P T 151.*

252 Clinical Experience 2 (2)

Supervised clinical experience in physical therapy departments affiliated with the college. Clinical discussion group will focus on patient progress reports, both oral and written; interpersonal communication skills; effective problem solving; and resumes, cover letters and interviewing skills. *PREREQUISITE: P T 251.*

253 Clinical Affiliation (14)

Internship requiring practical performance and application of physical therapy procedures and techniques under supervision in selected clinical settings. *PREREQUISITE: P T 252. This is a pass/no credit course.*

270 Survey of Pathophysiology (5)

An exploration of the disease process and its effects on rehabilitation. Includes general pathology and description of specific diseases, medications, lab values, and diagnostic tests. *PREREQUISITE: H SCI 102.*

Physics (PHYS)

101 Concepts of Our Physical World (5)

For the student with no previous experience in physics or other physical science courses and even an apprehension toward science and math. Topics such as light, sound, electricity, motion, etc. are used to develop underlying principles which describe some of our physical universe. Conceptual reasoning is stressed while mathematics is limited to arithmetic reasoning. A hands-on approach to instruction is used to more easily gain insight to the concepts being studied. *Satisfies natural science or lab science requirement for AA degree.*

110 Introduction to College Physics (5)

For students in technical and transfer programs. The course goals are to develop an understanding of basic concepts of physics and analytical and problem-solving skills. The laboratory is an integral component of the course. Newton's Laws form the framework within which ideas of motion, forces, momentum and energy are studied. No credit given to students who have completed PHYS 150. *PREREQUISITE: A grade of 2.0 or higher in MATH 97 or 116T; or 1½ years of high school algebra. Satisfies natural science or lab science requirement for AA degree.*

111 College Physics 2 (5)

A continuation of the goals of PHYS 110. Concepts involving thermal properties of matter, and electricity and magnetism will be the basis for the course. Properties of fluids are studied as time permits. *PREREQUISITE: A grade of 2.0 or higher in PHYS 110 and in MATH 097, 117T, or 1½ years of high school algebra. Satisfies natural science or lab science requirement for AA degree.*

112 College Physics 3 (5)

A continuation of the goals of PHYS 110. Concepts associated with wave phenomena and atomic physics will be explored. Sound, light (including lasers) and mechanical vibrations will be used as examples of waves. *PREREQUISITE: A grade of 2.0 or higher in PHYS 110 and in MATH 097, 117T or 1½ years of high school algebra. Satisfies natural science or lab science requirement for AA degree.*

150 Physics for the Life Sciences 1 (5)

For students in college transfer programs, especially those interested in biological or medical sciences. The course goals are to develop an understanding of basic concepts of physics and analytical and problem-solving skills with applications to biological systems. The laboratory is an integral component of the course. Descriptions of change and motion as well as Newton's Laws form a framework for studying physics as applied to the life sciences. No credit given to students who have completed PHYS 110. *PREREQUISITE: A grade of 2.0 or higher in MATH 097, 116T or 1½ years of high school algebra. Satisfies natural science or lab science requirement for AA degree.*





Course Descriptions

151 Physics for the Life Sciences 2 (5)

For students in college transfer programs, especially those interested in biological or medical sciences. The course goals are to develop an understanding of basic concepts of physics and analytical and problem-solving skills with applications to biological systems. The laboratory is an integral component of the course. The dynamics of heat, energy, fluid flow, and electricity will be studied with biological and medical applications. No credit given to students who have completed PHYS 111. *PREREQUISITE: A grade of 2.0 or higher in PHYS 110 or 150; and in either MATH 097 or 1½ years of high school algebra. Satisfies natural science or lab science requirement for AA degree.*

152 Physics for the Life Sciences 3 (5)

For students in college transfer programs, especially those interested in biological or medical sciences. The course goals are to develop an understanding of basic concepts of physics and analytical and problem-solving skills with applications to biological systems. The laboratory is an integral component of the course. The dynamics of oscillations, waves, electromagnetism, and light will be studied with biological and medical applications. No credit given to students who have completed PHYS 112. *PREREQUISITE: A grade of 2.0 or higher in PHYS 110 or 150; and in either MATH 097, 116T or 1½ years of high school algebra. Satisfies natural science or lab science requirement for AA degree.*

201 Physics for Science and Engineering (5)

Detailed study of the basic laws of physics. Emphasizes the evolution of ideas from experimental observation to mathematical models. A comprehensive investigation of Newtonian particle dynamics is completed. Laboratory is an integral part of the course. *PREREQUISITE: A grade of 2.0 or higher in PHYS 110 or in high school physics, or equivalent; and in MATH 104 or equivalent with concurrent enrollment or completion of MATH 124. Satisfies natural science or lab science requirement for AA degree.*

202 Physics for Science and Engineering (5)

Applications of Newtonian Physics to energy, momentum, and extended bodies as well as study of electro-magnetic theory. Ideas are developed from experimental observation to a mathematics model. Laboratory is an integral part of the course. *PREREQUISITE: A grade of 2.0 or higher in PHYS 201 and MATH 124; and at least concurrent enrollment in MATH 125. Satisfies natural science or lab science requirement for AA degree.*

203 Physics for Science and Engineering (5)

Study of classical wave properties with applications to mechanical and electrical systems, sound, electromagnetic waves, light, and atomic physics. *PREREQUISITE: A grade of 2.0 or higher in PHYS 202 and MATH 125 and at least concurrent enrollment in MATH 126. Satisfies natural science or lab science requirement for AA degree.*

208 Electric and Magnetic Fields (2)

Introduction to the quantitative laws of electricity and magnetism including principles of electromagnets, electric generators, and electromagnetic waves. *PREREQUISITE: A grade of 2.0 or higher in PHYS 202 and MATH 125; and at least concurrent enrollment in PHYS 203 and MATH 126. Satisfies natural science requirement for AA degree.*

221 Modern Physics (3)

Fourth quarter of the general physics sequence for science and engineering students. This could serve as a terminal course for non-physics majors and also give the student a good conceptual background for the study of quantum mechanics. Emphasis is on a thorough study of phenomena that cannot be explained with ideas from classical physics. *PREREQUISITE: A grade of 2.0 or higher in PHYS 202 and MATH 125; and at least concurrent enrollment in PHYS 203 and MATH 126. Satisfies natural science requirement for AA degree.*

298 Independent Study (1-5)

The student can contract with an instructor to complete a study of topics not a part of the regular class. Topics must be in physics or related fields. *PREREQUISITE: One year of physics and instructor's permission.*

Political Science (P SCI)

090 Basic Political Science (3)

Introduction to the field of political science. Includes brief treatments of political philosophy, historic development of political thought, use of political parties, major "isms" (communism, fascism, etc.) and basic concepts of international relations. For general studies and high school completion.

100 Introduction to Political Science (5)

An introduction to the discipline of political science and to politics itself. Students explore and analyze political philosophies, political ideologies, the historical development of political thought, democracy, authoritarianism, and the major "isms" (liberalism,

conservatism, capitalism, socialism, communism, and fascism). Explores the kinds of governmental structures that are associated with each of the ideologies. Students will begin to assess how well each ideology has dealt with the social, economic, and political problems of the world in the past and present. Further, students will explore and analyze why and under what conditions people choose any ideology over others. *Satisfies social science requirement for AA degree.*

194 Special Topics (varies) (1-5)

An in-depth study of specific topics in political science or direct involvement in a politically oriented project. May be in a seminar format or be research focus. The student may be involved in selecting projects and research topics. *PREREQUISITE: Instructor's permission required for individual research projects.*

201 Comparative Politics and Religion (5)

A comparative analysis of the varied politics and governing systems around the globe, including democratic and non-democratic systems, capitalist and socialist systems. Selected countries from regions around the world will be given special attention. Political issues and problems are explored and analyzed in their historical, economic, and cultural contexts. *Satisfies social science requirement for AA degree.*

202 Introduction to United States Government and Politics (5)

Introduces students to the American political system—its origins, institutions, and operations. Students analyze and understand politics, power, and resulting policy. Examines formal and informal institutions of government, conventional and unconventional means of citizen participation, and political outcomes. Explores the strengths and weaknesses of various interpretations of American democracy. *Satisfies social science requirement for AA degree.*

203 International Relations (5)

Introduces students to major theoretical approaches in the field of international relations. Explores nations and nationalism, the nature of the interstate system, and power. Included topics: diplomacy, trade, economic sanctions, increasing technological and economic globalization, international law, international political economy, labor, the environment, and war. *Satisfies social science requirement for AA degree.*



Course Descriptions

204 State and Local Government (5)

Explores and analyzes histories, structures, processes, policies, administration, and politics of state and local governments. State of Washington receives close attention. Explores interest groups, lobbying, campaign finance, electoral politics, policy development and implementation, legislatures, executives, judiciary systems, ballot measures, political personalities, and inter-governmental relations. Students engage current political issues. *Satisfies social science requirement for AA degree.*

298 Independent Study (1-5)

Enables students to individually pursue special interests or opportunities to study in Political Science under guidance of an instructor. *PREREQUISITE: P SCI 100 or 202 or instructor's permission.*

Psychology (PSYCH)

100 General Psychology (5)

Provides an overview of the scientific study of behavior and mental processes in humans and animals. Focuses on the presentation of various scientific theories and supporting research that currently guide the understanding of various aspects of human behavior such as learning, sensation, perception, motivation, memory, emotion, personality, development, abnormal behavior, psychotherapy, and group behavior. *Satisfies social science requirement for AA degree.*

175 Human Sexuality (5)

Explores the physiological, social and psychological aspects of sexuality. Major theoretical constructs and empirical data regarding sexuality will be studied. Topics to be covered may include research techniques, sexual anatomy and physiology, sexual response, sexual behavior, orientation, relationships, love, sexual communication, sexual dysfunctions, deviations and treatment. *Cross-listed with BEHSC and HL ED 175. PREREQUISITE: PSYCH 100 or instructor's permission. Satisfies social science requirement for AA degree.*

201 Personality (5)

Presents an overview of various approaches to personality and their implications for healthy psychological adjustment to the demands of living. The approaches may include biological, psychodynamic, trait, behavioral, humanistic and cognitive perspectives on personality. Core concepts utilized by each perspective as well as the assessment techniques generated by and utilized by that perspective are presented. *PREREQUISITE: PSYCH 100 or instructor's permission. Satisfies social science requirement for AA degree.*

209 Fundamentals of Psychological Research (5)

Introduction to psychological research. Topics include interpretation of research, research problems and design, scientific writing, ethics, and literature review techniques. *PREREQUISITE: PSYCH 100 or instructor's permission. Satisfies social science requirement for AA degree.*

210 Developmental Psychology (5)

Covers various theories and supporting research designed to explain psychological development from conception through old age. Topics may include physiological development, emotional development, personality and social development, cognitive development, and aging and death. *PREREQUISITE: PSYCH 100 or instructor's permission. Satisfies social science requirement for AA degree.*

220 Fundamentals of Physical Psychology (5)

Basic introduction to physiological psychology and the neural mechanisms of behavior. Topics covered may include how neurons and neurotransmitters function, the anatomical overview of the nervous system, how sensory systems and motor systems function, the neural mechanisms of motivated behavior, emotion, learning, memory, sleep and psychological disorders. *PREREQUISITE: PSYCH 100 or instructor's permission. Satisfies social science requirement for AA degree.*

250 Abnormal Psychology (5)

Covers the diagnosis, causes, and treatment of abnormal behavior. Topics may include defining abnormality, the history of abnormality, and differing theoretical models used to explain the cause of abnormality and the supporting research. Disorders such as depression, anxiety, schizophrenia, anorexia nervosa, and multiple personality disorder may be reviewed. *PREREQUISITE: PSYCH 100 or instructor's permission. Satisfies social science requirement for AA degree.*

298 Independent Study (1-5)

Permits students to pursue a special field of interest under the guidance of an instructor. *PREREQUISITE: PSYCH 100 and instructor's permission.*

299 Independent Study (1-5)

Continuation of the project started in PSYCH 298, or a second project. *PREREQUISITE: PSYCH 298 and instructor's permission.*

Reading (READ)

094 Reading Improvement (5)

For students who wish to develop their reading skills for college, work, and pleasure. To improve reading comprehension, emphasis will be placed on the identification of main ideas, relevant details, and organizational patterns. Vocabulary development, reading rate, and flexibility will also be addressed.

104 Reading Mastery (5)

Emphasizes the development of the critical reading and thinking skills (analysis, synthesis, and evaluation) needed for courses in the humanities, social sciences, and sciences. Vocabulary development and the improvement of reading speed while maintaining comprehension are also components of this course. *PREREQUISITE: Appropriate placement score or permission of READ 094 instructor.*

Real Estate (R EST)

101 Real Estate Fundamentals 1 (3)

This 33-hour course meets the new state requirements for those who intend to take the Real Estate License Exam. Topics include nature of real property, estates in land, land acquisition, ownership and transfer, contract law agency and brokerage—law and ethics, real estate finance, appraisal, economics, property management, the government and the real estate industry, taxation and real estate ownership operation, real estate math, Washington law and the real estate industry.

102 Real Estate Fundamentals 2 (3)

In conjunction with R EST 101, meets the state requirement for individuals seeking a real estate salesperson's license to complete a 60-clock hour course in real estate fundamentals. Topics include real estate as a career, the selling process, listing agreements and procedures, agency law and brokerage relationships, real estate license law, and fair housing issues and consumer protection. Eligible for 30 clock-hour credits.

104 Real Estate Examination Preparation (1)

Entire ten hours of instruction focuses on topical matters associated with preparation for licensing exams. *PREREQUISITE: R EST 101.*

110 (Varies) (2)

A 1-2 credit format (7.5 to 15 clock hours per course). Can be selected to qualify for the thirty (30) clock hour Real Estate continuing education requirement, as approved by the Washington State Department of Licensing.



Course Descriptions

120 Real Estate Law (3)

A practical study of Washington Real Estate Law, emphasizing the more complex aspects of ownership, use and transferability of real estate as encountered by brokers and others who deal with real property. Covers Washington Real Estate Agency Law, Lending Law, contracts, titles, deeds, leases, liens, covenants, conditions, restrictions, easements, estates, probate, and landlord-tenant relationships. Includes a review of significant Washington cases.

130 Residential Appraisal (3)

Focuses on single family residences, small rental units (1-4), raw land for single family residential units and rental units (1-4). Theories, functions and purposes of appraisal. Principles and techniques used in determining the value of real property. Application of cost and market data approaches to residential value for the purpose of purchasing and selling real property.

140 Real Estate Sales Practice (3)

Teaches the why's and how's of real estate sales principles so that students can apply principles of selling as they relate to the real estate salesperson. Includes the methods and procedures of listing, prospecting or preparing earnest money agreements. Also includes advanced real estate sales information.

150 Real Estate Finance (3)

Policies, problems and methods involved in financing and investing in various types of real property. Includes taxation analysis, exchanges, sources of loan funds, types of financing methods, institutional and government policies, and instruments and methods of loan processing.

160 Investment/Commercial Appraisal (3)

Subject properties include: residential income (five or more units), mobile home parks, offices, shopping centers, industry and warehouse properties, raw land and development. Approaches to valuation: income, capitalization, replacement and cost.

170 Real Estate Property Management (3)

Important functions in building management, property analysis, equipment, rental policies, vacancy and rental surveys, lease provisions, inspection, building codes, tenant relations, operating policies and financial result analysis.

180 Office Administration (3)

Practical administration of real estate brokerage, including all managerial functions with special emphasis on brokerage, budgets, sales management, advertising, sales training, market analysis and data processing.

205 Appraisal Standards & Ethics (2)

A brief review of the principles of appraising, the appraisal process, the Appraisal Foundation, the Uniform Standards of Professional Appraisal, Title XI of FIRREA and a review of the various advisory opinions issued by the Appraisal Foundation since the implementation of USPAP. Meets the Washington State Department of Licensing Real Estate Appraiser certification prerequisite of 15 classroom hours on the topic.

206 Market Data Analysis (3)

Teaches students how to prove adjustments by market abstractions, how to use various methods of calculating depreciation and how to correctly complete the URAR Single Family Residential Report Form. Approved for 30 clock hours by the Washington State Department of Licensing. Meets requirements for advanced appraising instruction.

207 Residential Appraisal— Report Writing (3)

Covers current residential real estate appraisal report formats and forms required by most primary lenders, the relocation industry and the secondary money market. Also includes the U.R.A.R. form, the Condominium form, and the 24 small residential income form.

Social Science (S SCI)

160 Introduction to the Study of Gender (5)

Provides an introduction to the social and historical construction of masculinity and femininity, sexuality and the body, reproduction and the family. Considers the theory and practice of feminist and masculinist social movements. Also examines gender as informed by race, class, ethnicity and nationality. Students will be exposed to a variety of historical and theoretical models in the study of gender and sexuality. *Satisfies social science requirement for AA degree.*

177-179 Cooperative Education (1-12)

Offers student an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. **PREREQUISITE:** *Concurrent enrollment in COOP 171 and instructor's permission.*

194 Special Topics (varies) (1-5)

Focuses on a variety of current or long-range problems. Opportunities are provided for students to discuss issues in depth with instructors and specialists. Media courses may be organized.

200 Introduction to Law (5)

Introduces the legal system through an examination of several substantive areas that

will be of interest to both business and non-business students. Covers constitutional law, contracts, torts, product liability, and criminal law. Uses business environment perspective, but also considers general social context within which these laws have emerged. Discusses structure of American legal system and investigates sources of law for that system. *Cross-listed with B A 200. Satisfies social science requirement for AA degree.*

Sociology (SOC)

110 Survey of Sociology (5)

Sociology is the scientific study of life in groups. The basic premise of the discipline is that human interaction and social relationships shape and influence our individual behavior in obvious and not so obvious ways. *Satisfies social science requirement for AA degree.*

194 Special Topics (varies) (1-5)

Focuses on one special topic in the current realm of social concern issues. May be repeated when a different topic is presented. Topics may include: social movements, such as the Consciousness Movement, the rise of religious cults, violence in the media, aging in America, new social and political power, or youth in transition.

201 Social Problems (5)

Introduction to the sociology of social problems; reasons and possible remedies for social problems such as crime, delinquency, mental illness, addiction, alcoholism, unemployment, suicide, family dissolution, and others. *Satisfies social science requirement for AA degree.*

215 Survey of Criminology (5)

This broad survey course introduces students to the academic discipline devoted to the development of reliable information about the causes of crime, crime trends and patterns. Students will apply sociological, psychological and criminological theories to study deviant behavior, crime and delinquency. *Cross-listed as CRJ 215. Satisfies social science requirement for AA degree.*

220 Sex and Gender in Society (5)

Interdisciplinary survey of the causes and consequences of sex and gender roles which focuses primarily, but not exclusively, on American society. Both similarities and differences between the sexes are examined from historical, biological, psychological, anthropological, and sociological perspectives. Specific topics include sex role socialization, sexuality, family and work, media images, feminism, domestic violence, health and the legal aspects of sex roles. *Satisfies social science requirement for AA degree.*



Course Descriptions

240 Sociology of the Family (5)

Examines the social institution of family from contemporary, historical and multicultural perspectives, providing an overview of the social theories and the methodologies that underpin the field of family study. *Satisfies social science requirement for AA degree.*

245 Juvenile Delinquency (5)

This broad survey course examines the history of the juvenile justice system, environmental influences on delinquency, theories of delinquency, controlling delinquency and current trends in juvenile crime. The rationale behind the juvenile system will be examined as well as the juvenile courts. Various theories of crime causation including, but not limited to, sociological, psychological and criminological theories will be analyzed. *Satisfies social science requirement for AA degree.*

260 Crime and Justice (5)

Study of the extent and causes of crime and a survey of the criminal justice system including the police, the courts and corrections. Attention is also given to juvenile delinquency, gun control, capital punishment and violence against women. *Satisfies social science requirement for AA degree.*

298 Independent Study (1-5)

Enables students to individually pursue special interests or opportunities to study in sociology under guidance of an instructor. *PREREQUISITE: SOC 110, at least one 200-level sociology course, or instructor's permission.*

Spanish (SPAN)

090 Spanish for the Traveler 1 (3)

A practical class for beginners (tourists, business travelers, and those learning for their own enjoyment) who have very little or no background in the language. Covers basic vocabulary, conversation, pronunciation, and frequently used expressions. Includes practice in speaking and understanding the language of everyday life with some information on the area's culture, customs, and money system. *RESTRICTED: Not open to students with more than one year of high school Spanish or one quarter of college transfer level Spanish.*

101 Elementary Spanish (5)

Begins the systematic study of Spanish with an emphasis on speaking and listening, basic grammar, vocabulary, reading, writing, and conversation practice. Practice with lab materials required. *PREREQUISITE: No previous background in Spanish, or no more than one year of high school Spanish, or no more than two years of high school*

Spanish with a "C" average or less. Satisfies humanities/fine arts/English requirement for AA degree.

102 Elementary Spanish (5)

Systematic study of Spanish using the four basic skills of listening, speaking, reading and writing. Practice with lab materials required. *PREREQUISITE: SPAN 101 or two years of high school Spanish with a "B" or higher or instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

103 Elementary Spanish (5)

Completion of basic grammar system—grammar, vocabulary, reading, writing, and conversation. Practice with lab materials required. Fulfills University of Washington College of Arts and Sciences graduation requirement. *PREREQUISITE: SPAN 102 or instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

110 Spanish Oral Practice (4)

Oral discussion of current events, cultural topics and subjects of particular interest to the class. Revision of basic grammar and relevant vocabulary that allows proper oral communication in Spanish. *PREREQUISITE: SPAN 102, or two years of high school Spanish or equivalent or instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

115 Hispanic Activities (1)

Allows students to learn about the multiple contributions of the Hispanic world to the global community. Students will be exposed to different elements of Hispanic culture, including music, dancing, and festivals, as well as to basic Hispanic history. *Satisfies activity requirement for AA degree.*

194 Special Studies: Spanish (3-5)

For a field course experience in which students improve their conversational Spanish within a cultural framework. Content varies each time the course is offered. Includes actual practice in the language. *PREREQUISITE: SPAN 101 and 102 or instructor's permission.*

201 Intermediate Spanish (5)

Systematic review of Spanish grammar. Intensive practice in listening, speaking, reading and writing, with special emphasis on reading and writing. Oral practice through discussion of selected pieces of Spanish written materials and class debates. *PREREQUISITE: SPAN 103 or placement by language instructor. Satisfies humanities/fine arts/English requirement for AA degree.*

202 Intermediate Spanish (5)

Systematic review of Spanish grammar. Intensive practice in listening, speaking,

reading and writing, with special emphasis on reading and writing. Oral practice through discussion of selected pieces of Spanish written materials and class debates. *PREREQUISITE: SPAN 201 or instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

203 Intermediate Spanish (5)

Systematic review of Spanish grammar. Intensive practice in listening, speaking, reading and writing, with special emphasis on reading and writing. Oral practice through discussion of selected pieces of Spanish written materials and class debates. *PREREQUISITE: SPAN 202 or instructor's permission. Satisfies humanities/fine arts/English requirement for AA degree.*

299 Independent Study (1-5)

Encourages a student to study independently in a field of his/her special interest in Spanish. Each student meets on a tutorial basis with his/her instructor. Course content to be decided in conferences between student and instructor. *PREREQUISITE: SPAN 202 or equivalent and permission of division chair and instructor.*

Special Studies (SP ST)

177-179 Special Studies Work Experience (1-12)

Offers students an opportunity to work full or part-time jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Instructor's permission.*

Speech

(See Communication Studies)

Study Skills (ST SK)

101 Study Skills in Social Science (3)

For students concurrently enrolled in a social science class. Learning strategies and techniques that lead to successful completion of a social science course are covered. Emphasis is on effective textbook reading, lecture note taking, time management, test preparation, and memory improvement. Participation in Internet-based discussion groups and library research may also be covered. *PREREQUISITE: Eligible for READ 104 or concurrent enrollment in READ 094.*

105 Orientation to College (1)

Holds the key to a successful experience at GRCC. Introduces first year students, though not restricted to them, to valuable information about personal services, unique programs, and stimulating resources offered at GRCC. *This is a pass/no credit course.*



110 College Success Strategies (5)

Emphasizes development of necessary skills for successful completion of college courses in the humanities, social sciences, and sciences. Provides techniques and strategies to improve time management, memory, note-taking, textbook reading techniques, outlining, mapping, learning styles, use of library, test preparation, and test taking. Focuses on how individuals become independent learners and develop critical thinking skills. *PREREQUISITE: Eligible for READ 104 or concurrent enrollment in READ 094.*

199 Independent Study (1-3)

Encourages a student to work on a specific study technique. The technique must increase the student's understanding and application of study technique to academic work. *PREREQUISITE: Instructor's permission.*

Technology (TECH)

100 Careers for the New Millenium (2)

Lectures, discussions and outside activities investigating career development opportunities to assist adult learners in making transitions into professional/technical careers and college life. Scheduled in a modular format. *Satisfies activity requirement for the AA degree. This is a pass/no credit course.*

Wastewater Technology (WWT)

172 Industrial Wastewater Instrument (1)

Covers basic concepts and industry practices regarding wastewater treatment instrumentation measuring systems and their associated control systems.

174 Industrial Wastewater Regulations (1)

Covers water pollution control statutes and regulations that concern industrial facilities which discharge directly to the environment or to publicly-owned wastewater collection systems and treatment plants.

175 Industrial Wastewater Treatment Processes 1 (2)

Focuses on the operation of industrial wastewater pretreatment facilities and industrial wastewater treatment facilities discharging directly to the environment (with NPDES permits). An introduction to industrial wastewater variables, components, effects and generation is included. Treatment processes including preliminary treatment (flow equalization, screening, pH adjustment), and physical treatment (air stripping, carbon absorption) are covered.

176 Industrial Wastewater Processes 2 (2)

A continuation of WWT 175. Treatment processes including physical-chemical (coagulation, flocculation and sedimentation), filtration, and treatment of metal wastestreams are covered.

177 Wastewater Cooperative Education (1-12)

Offers student an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

180 Wastewater Collection (3)

Composition and sources of wastewater; purposes of wastewater collection systems; wastewater collection system components including preliminary treatment, piping systems and lift stations; wastewater collection system operation and maintenance including inspecting, testing, and cleaning; normal and abnormal operating conditions.

185 Municipal Wastewater Treatment 1 (3)

Purpose, operation and maintenance of municipal wastewater treatment plant processes including preliminary treatment, primary treatment, trickling filters and rotating biological contractors. *PREREQUISITE: MATH 072, 097 or eligible for MATH 097; and ENGL 081, 100, 102 or 110 or eligible for ENGL 100.*

186 Municipal Wastewater Treatment 2 (3)

Purpose, operation and maintenance of municipal wastewater treatment activated sludge and stabilization pond processes. Solids processes including thickening, anaerobic digestion, aerobic digestion and dewatering. *PREREQUISITE: WWT 185.*

188 Wastewater Laboratory (2)

Theory, performance, and interpretation of basic wastewater laboratory procedures used to assess water quality. Topics include safety, total solids, dissolved oxygen, biochemical oxygen demand, pH, fecal coliform, and chlorine residual.

199 Independent Study (1-5)

Permits students to investigate an area of interest in the wastewater technology field with the guidance of an instructor using a learning contract. *PREREQUISITE: Instructor's permission.*

Water Supply Technology (WST)

177 Water Cooperative Education (1-12)

Offers students an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary and/or volunteer. *PREREQUISITE: Instructor's permission. This is a pass/no credit course.*

180 Water Distribution (3)

Components of a water distribution system, operation and maintenance procedures for a water distribution system and normal and abnormal conditions in water distribution systems. *PREREQUISITE: ENGL 081, 100, 102 or ENGL 110 or eligible for ENGL 100.*

183 Water Sources (1)

Basic information related to water sources used for public drinking water systems. Includes water supply hydrology, groundwater sources, surface water sources and water source protection. *PREREQUISITE: ENGL 081, 100, 102, 110 or eligible for ENGL 100.*

184 Water Regulations (2)

An overview of federal and state drinking water regulations including a brief history and the structure of the Safe Drinking Water Act. Current drinking water regulations will be reviewed. Water quality parameters addressed in drinking water regulations will be identified. Operator certification will also be covered. *PREREQUISITE: ENGL 081, 100, 102, 110 or eligible for ENGL 100.*

185 Water Treatment 1 (3)

Public drinking water treatment processes, theory, operation and maintenance. Processes addressed include preliminary treatment, coagulation, flocculation, sedimentation and filtration. *PREREQUISITE: MATH 072, 097 or eligible for MATH 097, and ENGL 081, 100, 102, 110 or eligible for ENGL 100.*

186 Water Treatment 2 (3)

A continuation of WST 185, Water Treatment 1. Processes addressed include fluoridation; control of corrosion and scaling; iron and manganese control; lime softening; ion exchange processes; absorption; aeration and membrane processes. *PREREQUISITE: WST 185.*

188 Water Laboratory (2)

Theory, performance, and interpretation of basic water laboratory procedures used to assess water quality. Topics include safety, sampling, alkalinity, hardness, pH, coliform, jar testing, turbidity, chlorine residual, and advanced water testing procedures.



Course Descriptions

199 Independent Study (1-5)

Permits students to investigate an area of interest in the water supply technology field with the guidance of an instructor using a learning contract. *PREREQUISITE: Instructor's permission.*

Water Technology (WTECH)

181 Water Hydraulics (3)

General principles of water hydraulics and how they relate to the operation of water distribution systems, wastewater collection systems, and water and wastewater treatment facilities. Topics include mass, density, displacement, flow, velocity, pressure, Bernoulli's theorem, friction loss, minor head loss, and flow measurement. *PREREQUISITE: MATH 072, 097 or eligible for MATH 097.*

182 Pumps and Pumping Systems (3)

Pumps and pump piping systems used in water and wastewater applications. Emphasis on operational theory, application and basic maintenance of centrifugal pumps. *PREREQUISITE: MATH 072, 097 or eligible for MATH 097.*

183 Utility Worker Safety (3)

Safety concerns for water and wastewater utilities including: confined space entry, underground utility location, excavation safety, fire safety, electrical safety, hazardous energy control (lock out/tag out), machine guarding, and the chemical hazard communication standard. Personal protection topics including: back safety, safe stairway/ladder use, personal fall protection, bloodborne pathogen awareness, respiratory, eye, hand, head, hearing, and foot protection. Regulations and standards relating to these topics will be reviewed.

184 Disinfection and Chemical Feed Systems (3)

Principles of disinfection and disinfection alternatives. Operation and maintenance of chemical feed systems used in water and wastewater applications including gas chlorinators and solution feed systems. Safety procedures for handling chlorine. *PREREQUISITE: MATH 072, 097 or eligible for MATH 097.*

185 Water and Wastewater Applied Problems (3)

Perform calculations related to water and wastewater laboratory, effectiveness of each major stage of water and wastewater treatment operation, pump capacities, pump rates, process loading rates, flow rates and chemical dosage rates. *PREREQUISITE: MATH 072, 097 or eligible for MATH 097.*

187 Drawings and Manuals (3)

Interpretation of maps, drawings, and operation and maintenance manuals as these activities relate to the water and wastewater technology field.

188 Water and Wastewater Electrical (3)

Electrical fundamentals for water and wastewater applications including atomic theory, energy sources, circuit basics, electromagnetism, inductance, capacitance, power systems, control system component reading, electrical diagrams, electrical measurements, normal operations, and troubleshooting.

191 Pre-Employment Seminar (3)

Job search and preparation specifically for water and wastewater careers. Resume, cover letter, and application preparation. Interview techniques and practice. Identification of potential employers. Workplace skills including internal customer service and diverse workforce awareness.

Welding (WELD)

103 Special Welding (3)

Any welding process available at GRCC designed to suit the needs of the student who registers for either a specified number of hours, or enters on a space-available basis after the class has begun. Credits completed in WELD 103 shall be applied to WELD 141, 142, 143 or 194. (Special Note: Veterans may not exceed a total of 16 credits in WELD 103. Eight credits must apply to other welding courses as indicated if they are receiving educational benefits from the Veterans Administration.) *PREREQUISITE: Instructor's permission.*

107 Basic Blueprint Reading (3)

A related subject for welding students to help prepare them for the demands of the industry. Areas covered will be alphabet of lines, orthographic and isometric drawings, shop prints and details of how to read them, standard measuring devices and their uses, structural materials—how they intersect and tie together, and welding symbols and their applications.

141 Basic Arc Weld and Flame (13)

Prepares students as Trade Welders or, with proper selection of classes, to receive an AAS degree as Welding Technicians using one or more welding processes. The student will learn arc welding of low carbon steel in all positions, electrode clarification, and manual and machine flame cutting of low carbon steels using oxy-acetylene process. *PREREQUISITE: Instructor's permission.*

142 Intermediate Welding (1-13)

For students with previous welding experience or WELD 141. Students will continue arc welding of low carbon steel in all positions in preparation for the American Welding Society (AWS) or Washington Association of Building Officials (WABO) test. Students will learn theory and applications of stick electrode and carbon electrode for cutting and gouging. *PREREQUISITE: Instructor's permission.*

143 Advanced Arc Welding (13)

Introduction to gas tungsten arc, gas metallic arc, and flux cored arc welding processes for those students proficient at manual arc and oxy-acetylene welding. Students will gain experience in all of the general welding processes used by local industry. *PREREQUISITE: Instructor's permission.*

177-179 Cooperative Education (1-12)

Offers student an opportunity to work full or part-time in jobs directly related to their program and interests. Students may receive a salary or volunteer. *PREREQUISITE: Concurrent enrollment in COOP 171 and instructor's permission.*

194 Special Projects (1-13)

Suits the student's personal needs. Students will focus beyond basic techniques in GTAW, GMAW, FCAW, SMAW, in pipe, plate, aluminum, titanium, and magnesium welding. *PREREQUISITE: Instructor's permission.*

195 Special Welding Projects 2 (1-13)

Provides students with the manual skills and technical knowledge that is required by industry to pass various specialized welding tests, and to meet industry certification standards. Students will increase his/her level of proficiency in each welding process. *PREREQUISITE: Instructor's permission.*

196 Special Welding Projects 3 (1-13)

Further provides the students with the manual skills and technical knowledge that is required by the industry to pass various specialized welding tests and to meet industry certification standards. Students will increase his/her level of proficiency in each welding process. *PREREQUISITE: Instructor's permission.*

Land to Attend English Meet



VERN LOLAND

sessions for heads of college English departments.

Films and discussions of poetry, literary criticism, fiction, and drama will be featured at the conference.

Mr. Loland will be especially concerned with sessions on "Meeting the Needs of Students of Differing Abilities in Com-

posing and Literature" during the Monday through Wednesday workshop because Green River has a comprehensive program designed to help students on a number of different levels.



lege's fiction course.

GRCC Hosts MUN Conference Today

Green River's Model United Nations delegation will be host to a regional delegation conference today. Attending the conference will be community colleges and universities from all over the



JUDI PUTTMAN

The GRCC delegation v
resent Paraguay at the
session

Stanford University w
to the first Model Unit
in 1951. This year, L
Clark College will play
110 schools and over 1
dents.

Questions to be consid
the MUN
assembly include nucle
liferation and disarmame
nese representation, Sou
can segregation, Southe
des, Palestine and Viet-

Reference

- Board of Trustees 196
- Faculty & Administration.. 197-200
- Campus Maps... 201-202
- Glossary 203-206
- Index 207-208

Dr. Jones Speaks Via Tela-Lecture

Dr. Emlyn Jones, chairman of Green River College's department of the social studies, spoke to a group of Portland, Oregon, school teachers Thursday afternoon from his office in Auburn.

Dr. Jones's remarks and answers to questions from the Oregon educators were transmitted via tele-lecture, a program not new to Green River College. Last year Senator Jackson spoke to Green River students on an amplified telephone conversation, but this is the first time Green River has been the source of the conversation.

Dr. Ronald Smith, supervisor of the social studies for Portland schools, arranged for Dr. Jones to speak to the Portland elemen-

Wisconsin in an analytic approach to the social studies. This approach uses the same method as a historian or an economist or any other social scientist in gathering information and drawing conclusions about a community, region, people, period of time study.

The teachers were particularly concerned with the "concept strands" which were identified by historians and other social scientists as useful in this type of approach," according to Jones. The teachers wanted to know how these analytic concepts can be most effectively used in the elementary social studies programs of the Portland schools.

Dr. Jones is the former director of social studies at Se-

is a prelude to the fourteenth annual Model United Nations session that will be held in Portland at Lewis and Clark College. Small community colleges as well as large ones will attend the April meeting.

'Bonehead' English Class Offered

By J...
A "second...
offered to students who failed to qualify for English 101 on their Washington Beginning with the Winter Quarter, students may sign up for English 101...
ed to assist...
coming his difficulties in English proficiency.

The student, however, must not expect to find this an easy class or expect to simply receive a passing grade on the basis of effort or attendance. The course will be difficult and demanding. There will be considerable emphasis placed on development and ability.

This course is not to be confused with English "99" Series courses presently being offered. The English "99" courses are de-

the req...
degree on...
do not assist the student...
transfer into...
reason for...
this Winter of...
for 77...
will be offer...
on Monday...
day, Wednesday and Th...
There will be two classes...
students each, which will...
1 PM and at 2 PM.

The classes will be ta...
Miss-Nerts...
All students who have...
less than \$1 on the Engl...
iciency portion of their...
and who are seriously...
ested in their studies an...
college career are adv...
contact their counselor...
but signing up for this...
chance.



Reference

GREEN RIVER COMMUNITY COLLEGE BOARD OF TRUSTEES

The Board of Trustees for Green River Community College is composed of influential community members who reside within the college's District 10 service area. Trustees are volunteers serving a five-year term by appointment of the Governor.

Trustees bring a rich diversity of backgrounds and skills to the governance of Green River Community College; they serve as an important communication link between the college and the community. All trustees sit as members of the Trustees Association of Community and Technical Colleges. This association is comprised of trustees from the 34 community and technical colleges statewide.

The Green River Board of Trustees meets every third Thursday of the month on campus in the board room of the Administration Building. These monthly meetings are open to the public.



LARRY BROWN
Auburn



ARLISTA HOLMAN
Auburn



JIM ROTTLE
Auburn



LAWTON CASE
Enumclaw



SHERRY GATES
Kent

**FACULTY AND ADMINISTRATION
2004–2006**

MARY JO ADAMS **Water/Wastewater Technology**
B.S., Huxley College of Environmental Studies, Western Washington University; Washington State Wastewater Operator Certification Class III; Washington State Water Treatment Plant Operator IT

KEITH ALFORD **Mathematics**
B.S., Delta State University; M.S., Western Washington University

PAUL ALLEN **English**
B.A., M.A., Central Washington University

ANDERS ANDERSON **English**
B.S., Monmouth College; M.S., Southern Oregon State College

VICTOR AQUINO **English**
B.A., Western Washington University; M.A., University of New Mexico

JANET ASH **Engineering**
B.S., M.S., University of Washington

JOHN AVERY **English as a Second Language,
Basic Skills**
A.A., Gavilan Community College; B.A., Westmont College; M.S.E., University of Wisconsin—River Falls; M.A., Portland State University

VIVEK BAHL **English**
B.A., University of Michigan; M.A., Ph.D., University of Texas—Austin

SAM BALL **Dean of Instruction for
Capital Projects**
B.S., M.Ed., Northeastern University

JULIE BARCLAY **English as a Second Language**
B.S., Oregon State University; M.A.I.S., Oregon State University; TESOL Certificate, Seattle University

RONALD BAYER **Music**
B.A., University of Wisconsin—Parkside; M.Mus., University of Illinois—Urbana-Champaign

ANITA BEHRBAUM **Physical Education, Wellness**
B.A., Seattle Pacific University; M.A., Pacific Lutheran University

MICHAEL BEHRBAUM **Physical Education, Wellness**
B.A., Central Washington University; M.A., Pacific Lutheran University

WILLIAM BELDEN **Interim Executive Dean of
Student Services**
B.A., Eastern Washington University; M.Ed., Western Washington University

DENISE BENNETTS **Director of
Enrollment Services/Registrar**
A.A., Green River Community College

STEVEN BLACK **Mathematics**
A.A., College of the Sequoias; B.S., University of California—Davis; M.S., Oregon State University

MARK BLAISDELL **Social Science**
A.A., Green River Community College; B.A., University of Washington; M.B.A., Pacific Lutheran University, CFP

ROBERT BREHM **Behavioral Science**
B.A., M.A., University of Nebraska; N.C.C.

TED BROUSSARD **Counseling**
B.A., University of Southwestern Louisiana; M.A., Fairfield University; N.C.C.

BARBARA BRUCKER **Physical Therapy**
B.S., University of Washington

STEVEN BRUMBAUGH **Biology**
A.A.S., Pierce College; B.A., University of Puget Sound; M.S., Washington State University

RICK BRUMFIELD **Vice President of
Business Affairs**
B.A., M.B.A., University of Washington

JUDITH BURGESSON **Dean of Instruction for
English, Humanities, and Science**
B.S., M.A., University of Idaho

JOHN BUSH **Behavioral Science,
Social Science**
B.S., M.S., Western Illinois University; Ed.D., Washington State University; Licensed Psychologist; Certified Sex Therapist

CATHERINE CANTRELL **Basic Skills**
B.A., University of Oregon; M.Ed., Seattle University

EDITH CAPEN **Vice President of Extended Learning
and Economic Development**
B.A., University of the State of New York; M.Ed., University of Puget Sound

STEVE CHRISTIANSEN **Criminal Justice**
A.A., St. Louis Community College; B.S., M.A., University of Missouri

JEFF CLAUSEN **Philosophy**
B.A., M.A., University of Washington

KEITH CLAY **Physics**
B.S., The Evergreen State College; M.S., Ph.D., University of Washington

TERESA COLLINS **Controller**
B.S., Central Washington University

GEORGE COMOLLO **Aviation**
A.S., Broward Community College; Professional Pilot, Houston Community College; Aircraft Dispatcher, Sheffield School of Aeronautics

JACK DANIELSON **Welding**
Certificate, Green River Community College

SUSAN DAVIS **Accounting**
B.A., M.A., University of Washington; M.B.A., Golden Gate University; CPA

JOHN DINNIS **Aviation**
A.A., Skagit Valley Community College; B.A., Western Washington University

RAINER DIRKS **German**
B.A., Westmont College; M.A., Stanford University

EILEEN DUNN **Director of Women's Programs**
B.A., San Jose State University; M.Div., Fuller Theological Seminary; D.Min., San Francisco Theological Seminary

CATHERINE DUVA **English as a Second Language**
B.A., Wayne State University; M.A., Eastern Michigan University



Reference

- MARY EDINGTON** **Director of Financial Aid**
B.A., University of Washington; M.A., Seattle University
- RICK FERRO** **Anthropology, Ethnic Studies**
B.A., The Evergreen State College; M.A., Ph.D., University of Washington
- ROBERT FILSON** **Geology**
B.S., M.S., Colorado State University; Ph.D., University of Washington
- MARISELA FLEITES-LEAR** **Spanish**
B.A., University of Havana; M.A., University of Washington
- CAROL FRANKLIN** **Basic Skills**
B.A., M.Ed., Seattle University
- HANK GALMISH** **English**
B.A., Carroll College; M.A., Catholic University; M.A., University of Colorado
- CRYSTAL GILLILAND** **Executive Dean of Transfer Education**
B.A., Trinity University; M.S., Oregon State University
- GUS GOMEZ** **Computer Information Technology**
B.S.C.H.E., Catholic University of Puerto Rico; M.S., University of Maryland
- MEL GOMEZ** **Computer Information Technology**
B.S., Southern Illinois University
- MARC GOTTSBALL** **Computer Information Technology**
A.S., San Diego Mesa College; B.S., University of Oregon; M.S., University of Washington
- AL GRISWOLD** **Associate Dean Professional Technical & Workforce Education**
B.A., Oregon State University; M.A., University of Puget Sound
- DONNIE HALLSTONE** **Mathematics**
B.S., University of San Francisco; M.A., San Francisco State University
- JOYCE HAMMER** **Mathematics**
B.A., M.Ed., University of Washington
- BRUCE HAULMAN** **American Studies**
B.A., Stetson University; M.A., Florida State University; Ph.D., University of Washington
- KARA HEFLEY** **Vice President of Development**
B.S.W., Ball State University
- LESLIE HEIZER** **Director, Project TEACH**
B.A., Washington University; Ph.D., Union Institute Graduate School
- NOEL HEPLER** **Occupational Therapy**
A.A., Highline Community College; B.S., University of Puget Sound; M.S., San Jose State University
- CAROLYN HERSHBERGER** **Vice President Information Technology**
A.A., A.T.A., Olympic College; B.A., The Evergreen State College; M.B.A., City University
- KAI HIBBELN** **Program Director, IESL**
B.A., B.A.H., Queen's University, Kingston, Ontario; Diplome, Universite de Paris, Sorbonne; M.A., University of Hawaii at Manoa
- JENNIFER "JAENEY" HOENE** **English**
B.A., Albertson College of Idaho; M.A., University of Idaho
- KARL HOFFMAN** **Automotive Technology**
A.A., Clark College; B.A., Western Washington University; Journeyman Auto Technician; ASE Master Technician
- DIANA MAMERTO HOLZ** **Family Studies, Early Childhood Education**
A.A., Green River Community College; B.A., The Evergreen State College; M.A., Seattle University
- RICHARD HOPKINS** **Natural Resources**
B.S., University of Washington
- MICKIE HUCKE** **Physical Therapy**
B.A., B.S., University of Puget Sound; J.D., Seattle University School of Law
- BILL JACKSON** **Business Administration, Business Management**
B.A., M.S., Central Washington University
- MARIANNE JACOBS** **Anthropology**
B.A., Ph.D., University of Washington; R.N., St. Joseph Hospital School of Nursing
- LLOYD JANSEN** **Political Science**
B.A., California State University; M.A., Ph.D., University of Washington
- ROSS JENNINGS** **Executive Director, International Programs**
B.A., University of California—Santa Barbara; M.Ed., Stanford University; M.A., University of Washington; M.B.A., University of Oklahoma
- APRIL JENSEN** **Executive Vice President**
B.A., University of Washington; M.A., Eastern Washington University, Ph.D., University of Illinois
- DAVID JESCHKE** **Geographic Information Systems**
A.A., Olympic College; B.S. The Evergreen State College; M.A., University of Washington
- JEAN JEWELL** **English as a Second Language**
B.A., University of Washington; M.A.T., School for International Training (SIT)
- SANDRA JOHANSON** **Philosophy**
B.A., Westmont College; M.A., University of Washington
- BRAD JOHNSON** **English**
B.S., Florida State University; M.Ed., University of Minnesota
- ROBERT JONAS** **Mathematics**
B.A.E., Pacific Lutheran University; M.S., Western Washington University
- BRENT JONES** **Vice President for Human Development**
B.A., University of Washington; M.Ed., Ph.D., University of Texas—Austin
- KATE KATIMS** **Communication Studies**
B.A., University of California—Santa Barbara; M.A.T., Whitworth College
- LESLIE KESSLER** **Early Childhood Education, Parent-Child Education**
B.S., Montana State University; M.A., City University; M.A., Argosy University



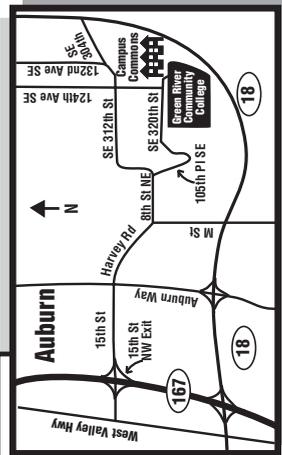
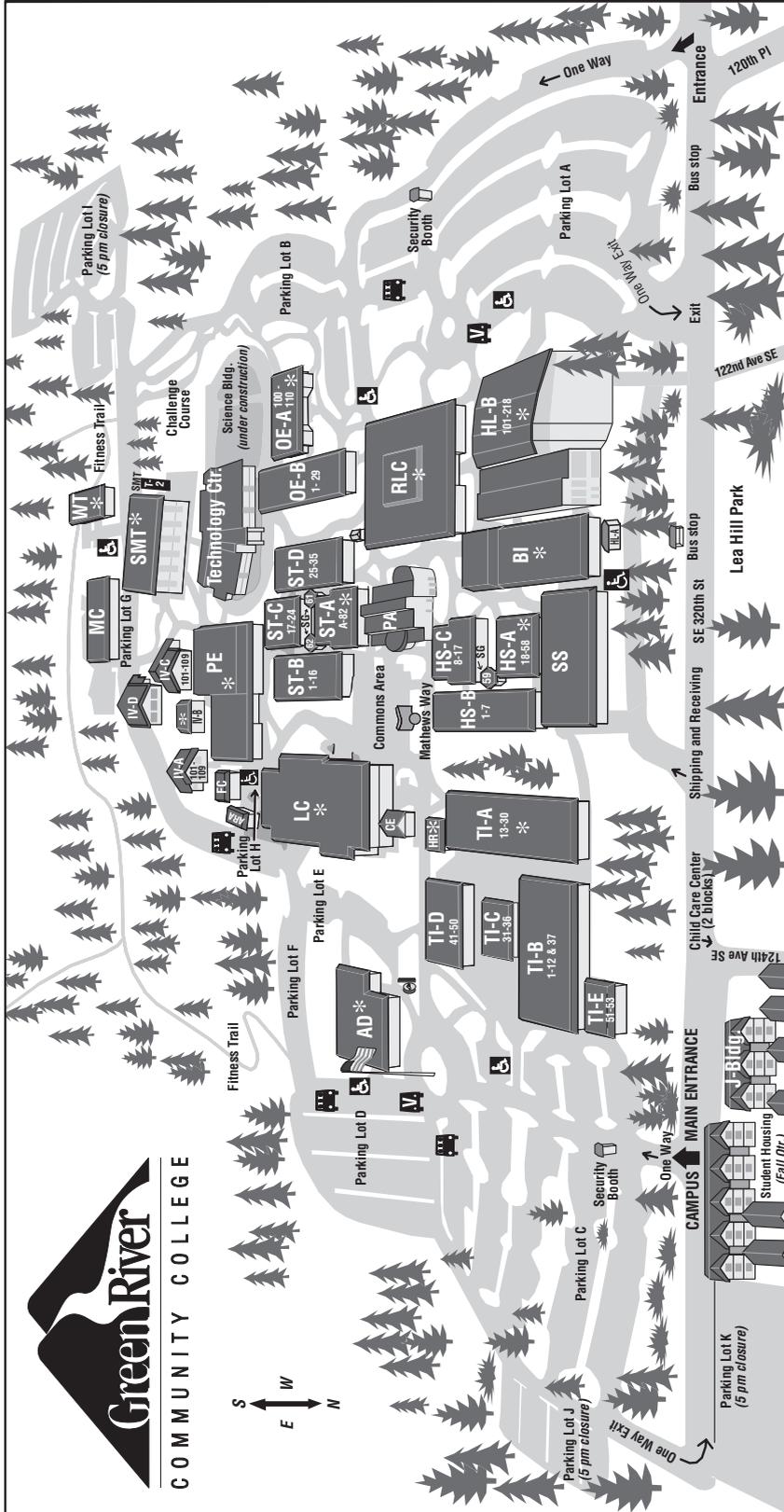
Reference

- STEVE KINHOLT** **Mathematics**
B.S., Northern Montana College; M.S., University of Oregon; Ed.D., University of Washington
- DEBORAH KNIPSCHILD** **Director of Business Services**
A.A., South Puget Sound Community College
- JOHN KNOWLTON** **Journalism**
B.A., University of Oregon; M.A., University of Missouri-Columbia
- ROGER KNUITSEN** **Chemistry**
B.A., Earlham College; M.S., University of Southern California
- CHARLES LENEGAR** **Machine Technology**
Master Journeyman Tool and Die Maker
- LINDA LOTUS** **Language, Academic Skills and Wellness Division**
B.A., University of Washington
- KATHLEEN LOUCKS** **Communication Studies**
B.A., M.A., Colorado State University; Ph.D., University of Washington
- WALTER LOWE** **English**
B.A., University of Washington; M.A., Buffalo State College; M.R.E., Unification Seminary
- MARJORIE MacKENZIE** **Reference Librarian**
B.A., University of Washington; M.Libn., University of Washington
- SYLVIA MANTILLA** **English**
B.A., University of Denver; M.A., University of Washington
- KEN MARR** **Biology, Chemistry**
A.A., DeAnza Community College; B.A., M.A., University of California—Santa Barbara
- JERRY MARSHALL** **Psychology, Distance Learning**
B.S., University of Pittsburgh; Ph.D., University of Texas
- MICHELLE MARSHMAN** **History**
B.A., Seattle Pacific University; Ph.D., University of California, Riverside
- DIANE MARTIN** **Director of Curriculum Services and Institutional Facilities**
A.A., Green River Community College; B.S., Southern Illinois University; M.S., Chapman University
- GLEN MARTIN** **Carpentry Technology**
A.A., A.A.S., Green River Community College; B.A.Ed., Central Washington University; Experienced Carpenter
- JEFF McCAULEY** **Engineering**
B.S.M.E., University of Kansas; M.S.M.E., Naval Post Graduate School
- MICHAEL McVAY** **Biology**
A.S., Big Bend Community College; B.S., M.S., Washington State University; Ph.D., University of Kentucky
- PAUL A. METIVIER** **Ceramics**
A.A., Orange Coast Community College; B.F.A., California State University Long Beach; M.F.A., University of Washington
- LARA MICHAELS** **Mathematics, Professional and Technical**
B.S., University of Utah; Ph.D., University of Texas—Austin
- MARK MILLBAUER** **Auto Body Technology**
Certificate of Completion, Columbia Basin College; Journeyman Auto Body Technician; ASE Master Technician
- ROCHELLE MITCHELL** **Mathematics**
B.A., St. Martin's College; M.S., Western Washington University
- MARK MITSUI** **Assistant Dean of Student Services**
B.A., Western Washington University; M.A., Renton Technical College
- JULIE MOORE** **English**
B.A., University of Puget Sound; M.A., Western Washington University; Graduate Certificate in Community and Technical College Teaching, Western Washington University
- LESLIE MOORE** **Director of Continuing Education and Off Campus Programs**
B.A., Alma College; M.A.Ed., University of Puget Sound
- LAURA MOORE-MUELLER** **Mathematics**
B.S., University of Puget Sound; M.S., Oregon State University
- JAY MUELLER** **Chemistry**
B.A., The Catholic University of America; Ph.D., Rice University
- DAVE MULLET** **Anatomy and Physiology**
B.A., University of Washington
- KIMBERLY NAKANO** **Dean of Instruction Library and Media Services and Language, Academic Skills and Wellness**
B.F.A., M.L.S., M.Ed., University of Hawaii
- AJAY NARAYANAN** **Physics**
B.S., M.S., University of Bombay; Ph.D., University of Arizona
- PATRICK NAVIN** **Photography**
B.A., University of Wisconsin—Green Bay; M.A., M.F.A., University of Iowa
- DAVID NELSON** **Mathematics**
B.S., Washington State University; M.S., Western Washington University
- ERIC NELSON** **English**
B.A., Iowa State University; B.F.A., University of Washington; M.A., University of Texas—Austin
- JUDY NORDYKE** **Business Education**
B.A., B.S., Central Washington University
- GARY OLIVEIRA** **Art**
B.F.A., University of Dayton; M.F.A., Massachusetts College of Art
- SHERRI OLSEN** **Occupational Therapy**
B.S., University of Puget Sound; M.B.A., City University
- ELKE PALMER, R.N.** **Nursing**
A.D.N., Tacoma Community College; B.S.N., Pacific Lutheran University; M.S., Eastern Washington University
- RAWHIDE PAPRITZ** **Geography**
B.Ed., Western Washington University; M.A., University of Colorado
- DIANE PELLETIER** **Anatomy and Physiology**
B.A., Vanderbilt University; Ph.D., University of Arizona



Reference

- CAROL PERDUE** **Reading, Study Skills**
B.S., Washington State University; M.Ed., Washington State University
- BRENDA PHILIP** **Collection Development Librarian**
B.A., University of Victoria; M.A., York University; M.L.I.S., University of Alberta
- ERIKA PRAGER** **Director of Institutional Effectiveness**
B.A., M.P.A., University of North Carolina—Charlotte
- FRANK PRIMIANI** **Business Law**
B.S., University of Washington; J.D., Seattle University, School of Law
- VICTOR RAFANELLI** **Transportation**
B.A., Seattle University; M.B.A., Golden Gate University
- JOHN RAMSEY** **Director of Public Information**
B.A., Central Washington University
- LORI RAPOZO** **Court Reporting**
A.A.A., Green River Community College; CCR; RPR; Certificate of Proficiency in Court Reporting; CRI, RMR-WKT
- PAM REISING** **Mathematics, Academic Systems**
B.S., M.A., Ohio State University
- JENNY ROCKL** **Checker Training**
- HARRY ROSEMOND** **Reading, Study Skills**
B.A., University of Denver; M.A., California State University—Los Angeles
- RICHARD RUTKOWSKI** **President**
B.Ae.E., University of Detroit; M.B.A., University of Michigan; CPA
- AMANDA SCHAEFER** **Assistant Dean for Academic Education**
B.A., University of California—Irvine; M.A., University of Notre Dame
- SCOTT SCHREIBER** **Welding**
Journeyman Welder; W.A.B.O. Certified
- WILLIAM SCOTT** **Communication Studies**
B.A., M.A., California State University, Los Angeles
- LEE SEMSEN** **Technical Services Librarian**
B.A., M.L.S., University of Washington
- FELIX SERNA** **Design Drafting Technology**
A.A., Pierce College; A.A., Mt. San Antonio City College; Graduate Certificates, Clover Park Vocational-Technical Institute, U.S. Air Force
- NEAL SHAFER** **Business Education**
B.A., Youngstown State University
- JULIA SHORT, R.N.** **Nursing**
Diploma, St. Francis School of Nursing; A.A., Green River Community College; B.S.N., Seattle Pacific University; M.P.A., Seattle University
- MARCIE SIMS** **English**
B.A., California State Polytechnic University; M.A., San Diego State University
- ROBERT SJOGREN** **Natural Resources**
A.A.S., Green River Community College; B.S., The Evergreen State College
- CINDY SMALL** **Fine Arts**
B.S., Illinois State University; M.F.A., Southern Illinois University
- CHITRA SOLOMONSON** **Physics**
B.S., University of Madras, India; M.S. Indian Institute of Technology, Madras, India; Ph.D. Louisiana State University
- DANYL SORENSEN** **Automotive Technology**
A.S., Rogue Community College; A.S.E. Master Technician
- JOYCE STRAIN** **Business Education**
B.A., Western Washington University; M.A., Lesley College
- TOM TAGLIENTE** **Machine Technology**
B.A., LaSalle University; M.A., Old Dominion University
- GARY TAYLOR** **Drama**
B.A., M.A.T., Yale University
- PATRICK THOMPSON** **Music**
B.A., M.A., Central Washington University
- LISA TRUJILLO** **Basic Skills, Reading**
B.A., M.A.T., The Evergreen State College
- ROLAND VIEIRA** **Anatomy and Physiology**
B.A., University of California—Santa Barbara; M.S., California State University, Hayward
- TERRY WAAGAN** **Drafting**
A.A.S., Bates Technical College
- KATHLEEN WARNER** **Sociology**
B.A., Pacific Lutheran University; M.A., University of Washington
- TOM WEISWEAVER** **Director of Facilities**
B.S., Purdue University; M.A., Chapman University
- SIDNEY WELDELE-WALLACE** **Computer Reporting Technologies**
A.A.A., Green River Community College; Certificate of Proficiency in Court Reporting, CRI
- RON WHEADON** **Executive Dean, Professional Technical and Workforce Education**
B.S., M.S.W., University of Utah
- JENNIFER WHETHAM** **English**
B.A., College of St. Benedict; M.A., Western Washington University
- FRANK WILSON** **Mathematics**
B.S., M.S., Brigham Young University
- CARHIOUS WILTURNER** **Psychology**
B.A., San Francisco State College; M.A., Pacific Lutheran University; Ph.D., University of Washington; Licensed Psychologist
- JAMES WOOD** **English**
B.A., Randolph-Macon College; M.A., University of Wyoming



May 2004

Campus Map Key

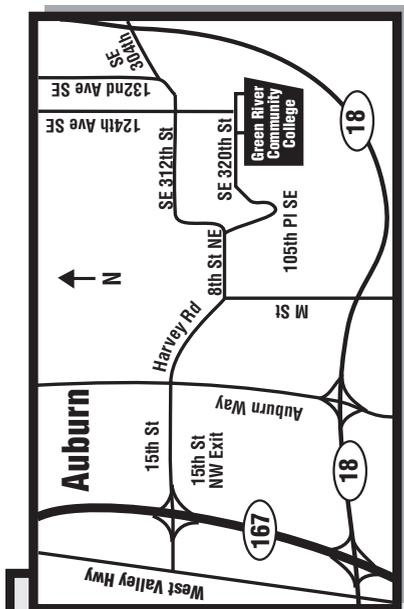
- AD Administration
- Security and Parking
- Visitor information
- ARA International Programs
- BI Classrooms and Offices
- CE Continuing Education
- CCA Campus Corner Apartments
- FC Fitness Center
- HL-A Plant Building
- HL-B Holman Library
- HR Human Resources
- HS-A, B, C Classrooms and Offices
- IV-A, B, C, D Classrooms and Offices

- J Campus Corner Apt. Leasing Office
- LC Lindbloom Student Center
- Bookstore, Conference Center
- Educational Planning Center
- Enrollment Services
- Admissions, Records, Registration
- Food Services
- MC Maintenance Center
- OE-A, B Classrooms and Offices
- PA Performing Arts Theater
- PE Gymnasium
- Physical Education
- RLC Rutkowski Learning Center
- Assessment and Testing Center
- Classrooms and Offices

- SMT Classrooms and Offices
- SMT T-2 The Current
- SS Classrooms and Offices
- Shipping and Receiving
- ST-A, B, C, D Classrooms and Offices
- TC Technology Center
- TI-A, B, C, D, E Trades Classrooms and Offices
- WT Water Technology
- ADA accessible restroom
- ADA Parking
- Carpool Parking
- Visitor Parking



Reference



Center at Enumclaw From Highway 167

1. Take Highway 18 East from Highway 167. Take the Auburn/Enumclaw exit onto Auburn Way South.
2. Take a left onto Auburn Way which becomes Highway 164. Stay on Highway 164 until it turns into Griffin Avenue. The Center at Enumclaw is located at 1414 Griffin Ave. The cross road is Porter.

Center at Kent (formerly Skilistream)

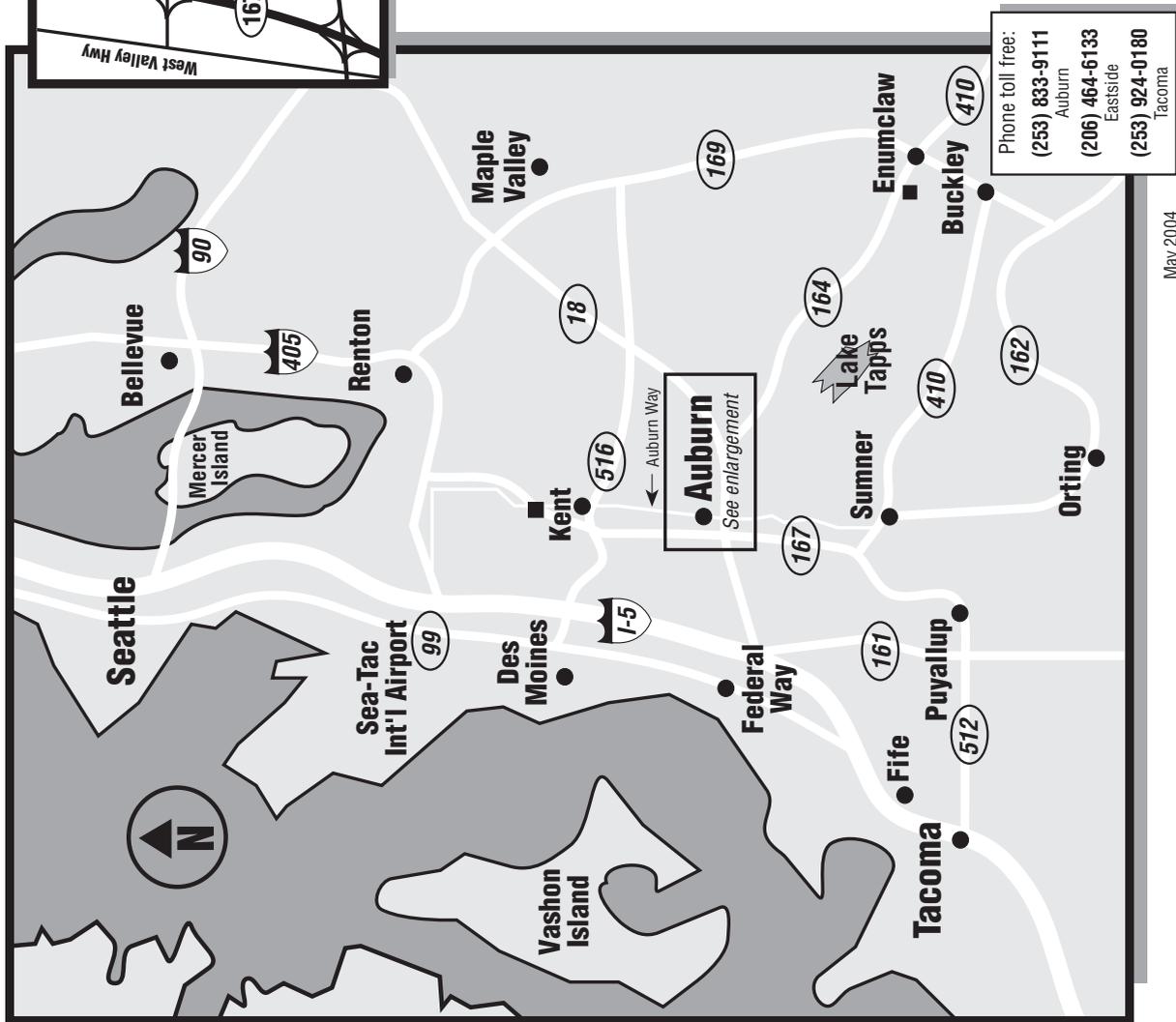
1. From Highway 167, take 84th Ave. S./N. Central Ave. exit. If you are northbound, take a right onto Central Ave. If you are southbound, take a left onto N. Central Ave.
2. Center at Kent is about 1/2 mile south at 841 N. Central Ave., in the Kent Business Campus Building, Suite 106.

Main Campus, Auburn From Highway 167

1. Take the 15th St NW exit off Highway 167 and go east.
2. At the intersection of Auburn Way N, 15th St becomes Harvey Rd and angles to the right (south). Stay on Harvey Rd until it intersects with 8th St NE.
3. Turn left (east) on 8th St NE. It crosses the Green River and becomes Lea Hill Rd, which then becomes SE 312th St.
4. Turn right (south) onto 124th Ave SE.
5. Turn left (east) onto SE 320th St for the main campus entrance.

From Highway 18

1. Take Highway 18 east through Auburn.
2. About three miles past Auburn, take the 304th St exit.
3. Turn right on 304th St, cross over Highway 18, and follow the arterial through the first traffic light as the road changes from 304th St to 132nd Ave to SE 312th St.
4. Turn left at the intersection with 124th Ave SE and follow to the main campus entrance.



Phone toll free:
(253) 833-9111
 Auburn
(206) 464-6133
 Eastside
(253) 924-0180
 Tacoma

May 2004



GLOSSARY

AA-DTA - Associate in Arts-Direct Transfer Agreement

AAA - Associate in Applied Arts

AAA-PTS - Associate in Applied Arts-Professional/Technical Studies

AAS - Associate in Applied Sciences.

AAS-PTS - Associate in Applied Science-Professional/Technical Studies

AB-DTA - Associate in Business-Direct Transfer Agreement

Academic - Pertaining to a liberal arts program of study, as opposed to a professional or technical program. Term used with degree, program, or course.

Academic calendar - A two-year calendar indicating quarter start and end dates, holidays to be observed by GRCC campus, and other non-class days.

Academic standards - College policy that requires students to maintain a minimum grade point average of 2.0.

AD - Associate Development

Adding or dropping classes (courses) - Making changes to your schedule by enrolling in additional courses or withdrawing from courses.

Admission - Permission to enroll in classes.

Advising - The process of determining with an advisor which courses you need to meet your educational goals.

Advisor - The faculty member, administrator, or Educational Planning Center staff person who helps you in the advising process.

AM-DTA - Associate in Math Education-Direct Transfer Agreement

A-PP - Associate Pre-Professional

Application - The process of applying for admission to the college or to a specific program of study; also the form you fill out to apply.

Articulation agreement - An agreement between the college and certain high schools or other colleges by which specific courses taken at one institution are allowed for automatic credit at the other institution.

AS - Associate of Science

AS-Opt 1 - Associate in Science degree (Option 1)

AS-Opt 2 - Associate in Science degree (Option 2)

AS-T - Associate in Science-Technology

Associate Development - A degree designed for students to plan their educational program with self-direction and development without specific requirements in subject areas.

Associate in Applied Arts - A degree designed for students in professional and technical programs, generally in business and business related fields.

Associate in Applied Science - A degree designed for students in professional and technical programs, generally in health sciences, technical, and trades subjects.

Associate in Arts - Liberal arts degree fulfilling the general requirements taken by college freshmen and sophomores. Students must complete 90 quarter credits in courses numbered 100 or above and meet specific distribution requirements.

Associate in Biology Education - A degree for students interested in pursuing a career as a secondary biology teacher.

Associate in Chemistry Education - A degree for students interested in pursuing a career as a secondary chemistry teacher.

Associate in General Science Education - A degree for students interested in pursuing a career as a secondary science teacher.

Associate in Math Education - A degree for students interested in careers as secondary math or science teachers.

Associate in Physics Education - A degree for students interested in pursuing a career as a secondary physics teacher.

Associate of Science-Teaching degree - A degree for students interested in careers as secondary science teachers.

Associate in Science - A liberal arts degree offering two options, intended for students transferring in the field of science.

Associate in Science (Option 1) - A degree for students interested in Biology, Environmental Science, Chemistry, Geology, and Earth Science.

Associate in Science (Option 2) - A degree for students interested in Engineering, Engineering Technology, Computer Science, Physics, and Atmospheric Science.

Associate Pre-Professional - A degree designed for students who need specific requirements that will enhance their program of study at a transfer institution.

Associate Professional/Technical - A degree designed for students who need flexibility to create a "customized" program in a professional or technical area.

Audit - Taking a class for information only and not for credit or a grade.

Bachelor's or Baccalaureate - A degree awarded by four-year colleges and universities to students who have completed a specified course of study.

Catalog - The official document containing course descriptions, degree requirements, policies and procedures, information about student services, and general information about the college.

Certificate of Completion - Awarded in some professional and technical programs. These certificates usually do not include classes outside the major subject.

Certificate of Proficiency - Awarded for the successful completion of a specific short-term program of study in a professional/technical field where course work is 44 credits or less, and generally does not include "Related Instruction" requirements.

Certificate (Transfer) - Awarded for recognition of accomplishment in an academic program of study. Certificates are 44 credits, or less.

Class schedule - A publication which lists course offerings and registration information for a specific quarter.



Reference

College-Level Examination Program (CLEP) - Knowledge in specific areas gained through informal learning that is assessed by examination for traditional credit.

Concurrent enrollment - Enrollment in more than one community college at a time. Also used to refer to enrollment in two or more linked classes.

Continuing Education - Courses, seminars or workshops, usually non-credit, that don't apply to degrees but are taken for personal enrichment, professional development, or general knowledge.

Coop Fee - An extra charge, in addition to tuition, required for certain courses to cover lab supplies, equipment, computer use, etc.

Cooperative Education - A program combining a specific program of study with related employment that allows college credit to be given for the work experience.

Core classes or requirements - Specific courses required by or applicable to a certain degree. See also General Education Requirements.

Course - A single subject of study taken for one quarter or other specified period of time. Also called a class.

Course abbreviation - A shortened version of the name of a department; for example, ENGL for "English."

Course number - The number used with the course abbreviation to refer to a specific course; for example, "ENGL 110."

Course title - The descriptive name of a specific course; for example, "College Writing" is the course title for ENGL 110.

Credit or credit hour - The unit of measurement for the amount of work and/or time required for a course. A five-credit class will usually meet five hours a week. Also known as quarter hour.

Credit by exam - An alternative method by which you may complete credits to earn a particular degree or certificate.

Credit load - See Load.

Curriculum - A set of courses constituting an area of specialization.

Degree - Awarded for the successful completion of a specific program of study.

Degree audit - Online service available on the college Web site to assist students in evaluating courses toward their degree goals.

Department - A specific area of study in which the college offers classes. Also, the group of faculty who teach that subject.

Diploma - Awarded for successful completion of high school.

Disability Support Services (DSS) - A college service that offers support to qualified students with documented disabilities.

Division - A group of related departments.

Drop a course - Withdrawal from a course before the quarter has ended.

DSS - See Disability Support Services.

DTA - Direct Transfer Agreement.

Educational planner (EP) - See Advisor.

Elective - A course you choose to take which is not a core or required course for your particular program.

Emphasis - Concentrated study in a specialized area within a professional/technical or academic program of study.

Entry Codes - Instructor permission codes that allow a student entry into a particular course or course section.

Financial aid - Monetary assistance made available to students, based on financial need, from various government and private sources.

Former student - A student who has not registered for one or more quarters (excluding summer quarter) and returns to continue his or her studies.

Full-time student - For tuition purposes, a student who is enrolled for 10 or more credits.

General Educational Development (GED) - A program for adults who have not graduated from high school and want to earn a certificate of high school equivalency.

General Education Requirements (GER) - A range of courses distributed across various academic areas, required for the AAS and other degrees, in order to develop breadth of knowledge outside the major field. Sometimes referred to as distribution requirements or core requirements.

Grade - A rating or evaluation of your achievement for a class or assignment.

Grade points - The number obtained by multiplying the numerical value of the grade you receive for a course by the number of credit hours earned in that course. For example, if you earn a 3.3 grade in a 5-credit course you earn 16.5 grade points for that course.

Grade point average (GPA) - The number obtained by dividing total grade points earned by total credit hours attempted in a quarter. Your cumulative grade point average is obtained by dividing total grade points on your record by total hours you have attempted.

Graduation evaluation - The official process of determining which of the courses you have taken to date apply to the degree or certificate you are planning to earn and which courses you still need to take for that degree or certificate.

GUR - See GER.

ICRC - Inter-College Relations Commission.

Independent study - A course of study on a topic of interest to a student, designed with the help of an instructor and supervised by an instructor, and undertaken with departmental approval.

Instructional day - The day on which instruction begins or ends for a particular quarter. Not necessarily the same as the first or last day a particular class meets for the quarter.

Instructional quarter - The period of time running from the first instructional day through the last instructional day of a quarter.

International student - A student who is a citizen of another country and is in the U.S. on a non-immigrant visa.



Item number - The unique number assigned to a particular section of a particular course being offered during a quarter. To be used when registering for that course.

Kiosk - See Student Information Kiosk.

Load - The total number of credit hours you enroll in for a quarter.

Major - The subject area in which you choose to specialize.

Non-resident student - A student who has not lived in the state of Washington for at least one year before the initial quarter of study. See also Resident student.

Northwest Association of Schools and of Colleges and Universities - The regional association through which Green River Community College is accredited.

Online services - A location on the college Web site that offers all admissions, registration and records activity.

Orientation - A program that introduces new students to the college environment, explains various procedures, and describes available resources.

Part-time student - A student registered for fewer than 10 credits. See also Full-time student.

Personal Identification Number (PIN) - Originally assigned as your six-digit birthdate (mm/dd/yy), used to access records on the Web. For security purposes, GRCC recommends student change PIN number to another easily remembered number.

Phi Theta Kappa - The international honor society for two-year colleges. Its purpose is to recognize and encourage scholarship among two-year college students.

Pre-professional program - A program designed to fulfill part of the requirements leading to study in a professional program or school.

Prerequisite - A requirement that must be met before you enroll in a particular course, usually a test score or completion of another course.

Probation - A disciplinary status placing specific conditions upon continued attendance at the college. Please see Student Handbook.

Professional/Technical - A program of study intended to prepare you for employment in a certain field rather than for transfer to a four-year college or university. Used to describe a degree, program, or course. Also referred to as vocational.

Program of study - A group of courses leading to a particular degree or certificate.

Quarter - The designation for a school term, lasting approximately 11 weeks.

Quarter hour - See Credit.

Registration - The process of selecting, enrolling in, and paying for courses.

Related instruction - A range of courses distributed across various areas, required for a professional/technical degree in order to develop breadth of knowledge outside the major field.



Residence requirement - Credits required by a college in order to fulfill degree requirements, which cannot be transferred in from another institution. At GRCC, 25 of the final 45 credits must be taken in residence.

Resident student - A student who has lived in the state of Washington for at least one year immediately prior to the first day of instruction for a quarter.

Returning student - A student enrolling during consecutive quarters.

SCANS - U.S. Department of Labor Secretary's Commission on Achieving Necessary Skills.

Schedule - The classes for which you are enrolled or the days and times you are attending classes and labs. May also refer to all the course sections offered by the college during a quarter.

Schedule Planner - An online service on the college Web site that assists with class time selections.

Section - A specific class with its own unique days, hours, location and instructor. A number of sections of a certain course may be offered during a quarter, with different days, times, locations and instructors.



Reference

Special Topics - A course offering on a special topic of interest to students.

Student Identification Number - A unique number assigned to a student for tracking, data entry, identification, transcripts, and for conducting other college business.

Student Information Kiosk - Computer terminals located in the registration area and in the Holman Library.

Study Day - The day preceeding the finals testing schedule to be used for study, reading, individual meetings with faculty, study groups or other activities that will better prepare the student for their final course assessments. Study day applies to day classes only and night classes will meet during their normal time period.

Technology Fee - A quarterly fee charged to students to support computer-based resources and services available to all students in the Holman Library and the open lab in the Technology building.

TOEFL - Test of English as a Foreign Language—a compulsory test for students wanting to study in U.S. colleges and universities.

Transcript - Your permanent record of courses taken, credits earned, grades achieved, and degree(s) awarded at an educational institution.

Transcript evaluation - An official determination as to which courses taken at another college will be allowed for credit at GRCC. Also, the determination by a four-year college as to which of your GRCC courses will be allowed for credit at that institution.

Transfer credits - Credits earned at one college that are accepted toward a degree at another college.

Transfer degree - A degree intended to parallel the first two years of a bachelor's degree program.

Tuition - The amount of money charged by the college for the courses in which you enroll; set each year by the state legislature.

Vocational - See Professional/Technical.

Withdrawal from the college - Officially dropping all classes for which you are enrolled for a particular quarter. See Drop a Course.





- A**
- Academic Placement, 12
 - Academic Policies, 30-38
 - Academic Records, 30-31
 - Accounting, 76-77
 - Accreditation, 5
 - Adding or Dropping Classes, 18
 - Administration, 197-200
 - Administrative Assistant, 83-84
 - Admissions Procedures, 9-10
 - Adult Basic Education, 44
 - Advanced Credits, 32
 - Advanced Placement, 32-35
 - Advising, 13-14
 - Age Exception Policy, 9
 - Architectural, Structural, and Civil
 - Drafting Program, 104-105
 - Art, 65
 - Articulation Agreements, 28
 - Assessment, 12-13
 - Associate Development Degree, 70
 - Associate in Applied Arts Degree, 70-75, 123
 - Associate in Applied Science
 - Degree, 70-75, 123
 - Associate in Arts Degrees, 48-50
 - Associate in Business Degree, 51-52
 - Associate in Math Education Degree, 53-54
 - Associate of Science Degree, 55-63
 - Associate Pre-Professional Degree, 64
 - Athletics, 25
 - Auditing a Class, 35
 - Auto Body Technology, 77-78
 - Automotive Technology, 78-80
 - Aviation Technology, 80-83
 - Awards, Scholastic, 38
- B**
- Basic Education, 44
 - Board of Trustees, 196
 - Bookstore, 20
- C**
- Broadcasting, 66
 - Business Education, 83-90
 - Business Management, 90-91
- C**
- Calendar, inside back cover
 - Campus Visits, inside front cover
 - Campuses, other, 23
 - Campus-Wide Learning
 - Outcomes/Abilities, 5-6
 - Career Development and
 - Employment Services Center, 13-14, 20
 - Carpentry Technology, 92-94
 - Cashier/Checker Training, 94
 - Catalogs, inside front cover
 - Center at Enumclaw, 23
 - Center at Kent, 23
 - Certificates, 64
 - Checklist, Student Services, 8
 - Chemistry, 61
 - Child Care Center, 20
 - Class Schedules, inside front cover
 - Clubs, Student, 25
 - College Costs, 14-15
 - College Level Examination
 - Program (CLEP), 35
 - Commencement, 38
 - Communication Studies, 67
 - Community Leadership, Education and
 - Outreach (CLEO), 26
 - Computer Applications Specialist, 85-86
 - Computer Reporting Technologies, 95-99
 - Computer Science, 67
 - Computer Systems Administration, 99-102
 - Computing and Software Systems, 67-68
 - Construction Design Technology, 106
 - Continuing Education, 21
 - Counseling, 21
 - Course Descriptions, 130-194
 - Credit Load, 15
- D**
- Credit by Challenge, 37
 - Criminal Justice, 103-104
 - Current, The* (student newspaper), 25
- D**
- Degree Exception Committee, 38
 - Degrees, 40-64, 70-75, 123-124
 - DegreeWorks, 30
 - Design Drafting Technology, 106
 - Design Technology, 104-110
 - Disability Support Services (DSS), 21
 - Distance Education, 28-29
 - Distance Education Preparation Certificate, 86
 - Drafting, 104-110
- E**
- Early Childhood Education, 110-112
 - Education, 68, 69, 111-112
 - Educational Planning Center, 13-14
 - Elementary Education, 68
 - Engineering, 68-69
 - English as a Second Language, 44
 - Equity and Diversity Center, 21
- F**
- Faculty, 197-200
 - Financial Aid, 10-12
 - Fitness Center, 25
 - Food Service, 22
 - Forensic Technology, 113
- G**
- GED Preparation Classes/Test, 44
 - Geographic Information
 - Systems, 114, 116-117
 - Glossary, 203-206
 - Grades, 36-37
 - Graduation, 38
 - Graduation Awards, 38



Reference

- H**
Health Services, 22
Health Services Paraprofessional, 114-115
High School Completion, 44-45
Housing, 22
- I**
IESL (Intensive English as a Second Language), 45
Incompletes, 36
Insurance, Student, 24
International Programs, 22
International Students, 10
Internet Web Site, inside front cover
Interurban Center for the Arts, 26
Intramural Sports, *see Recreation*, 26
- J**
Journalism, 25, 66
- K**
KENU Radio, 26
KGRG Radio, 26
Kiosk, Student Information, inside front cover
- L**
Learning Outcomes, 5-6
Legal Administrative Assistant, 86-87
Library, 22
- M**
Machine Technology, 115
Manufacturing Technology, 115
Manufacturing Technology CIM, 108
Map, Campus, 201
Map, Regional, 202
Math/Science for Elementary Teachers, 69
Mechanical Design Technology, 109
Mechanical Drafting, 109
Medical Office Education, 88-90
Medical Transcription, 89-90
Military School Credits, 35
Mission Statement, 4
Multicultural Services, 22-23
- N**
Name Changes, 31
Natural Resources, 69, 116-118
Nursing, 118-119
- O**
Occupational Therapy Assistant, 119-121
Online Registration, 15
Orientation, 13
- P**
Paraligator, 87
Parking, 23
Park Management, 117
Performing Arts, 26
Phone Numbers, inside front cover
Photography, 65
Physical Therapist Assistant, 121-122
Planning Guides, 50-63
Practical Nursing, 118-119
Pre-College Programs, 44-45
Professional and Technical Education, 70-75
Professional and Technical Certificate, 71
Program Information Guides, inside front cover
Programs of Study, 40-43
Project TEACH, 29
- R**
Re-admission, 10
Recreation, 26
Refund Policy, 16-17
Registration, 14-18
Related Instruction Requirements, 71-72
Residency Requirements, 17-18
Running Start, 29
- S**
Satellite Campuses, 23
Schedule Changes, 18
Scholarships, 11
- Security, 23
Services for Students, 19-26
Small Business Assistance Center, 23
Student Employment, 20
Student Government, 26
Student Handbook, 24
Student Programs, 25-26
Study Abroad, 29-30
- T**
Tech Prep, 30
Testing Center, 12
Transcripts, 31
Transfer Agreement, 46
Transportation, 24
TRIO/Student Support Services, 24
Tuition and Fees, 14-15
Tutoring Services, 24
- U**
University Transfer, 46
- V**
Veterans' Services, 24
Vision Statement, 4
- W**
Water Supply/Wastewater Technology, 125-127
Welding Technology, 128
Withdrawal From Classes, 18
Withdrawal From College, 15
Women's Programs, 25
Worker Retraining, 12, 30
WorkFirst Tuition Assistance, 11, 30