

Section V

# CURRICULAR PATTERNS

### WORKSHOP COURSES

Each discipline of the College has the option of developing workshop courses that are specifically designated to be experimental courses. (They are developed by faculty members in the discipline and receive curriculum committee approval prior to being offered.) Workshop courses cannot be used to satisfy specific graduation requirements; however, they may be used as elective credit for the Associate degree. Courses with this designation may be periodically found in the semester schedule of classes.

### COOPERATIVE WORK EXPERIENCE EDUCATION

Cooperative Work Experience Education is a method of instruction that uses the cooperative efforts of school and community to help students develop an occupational understanding by actually working on a job and coordinating that work with the student's school program. It is an educational program that recognizes the learning that takes place on the job and awards college credit for the knowledge and skills gained. The on-the-job experience can be either paid or unpaid (volunteer) work.

The program consists of a one-hour weekly lecture and five to twenty hours per week on the job. The number of college units (credits) a student receives is determined based on the number of hours the student works during the semester. Each 75 hours (paid) or 60 hours (non-paid/volunteer) per semester equals one unit of college credit. Not more than 20 hours per week can be used to convert the hours worked to units earned. If a student's job is related to their school major, they may be qualified to enroll in occupational work experience and may receive up to four units per semester, depending on the number of hours worked, for a maximum of 16 units. If a student's job is not related to their school major, they may be qualified to enroll in general work experience and may receive up to three units per semester, depending on the number of hours worked, for a maximum of six units.

### GENERAL WORK EXPERIENCE EDUCATION

The purpose of this program is supervised employment of students with the intent of assisting them in acquiring desirable work habits and career awareness, through paid or non-paid (volunteer) work. The job held by the student need not be related to his/her occupational goal or college program. It should be noted, however, that general work experience is NOT a payable class under VA benefits. A student can earn up to three units per semester for a maximum of six units during their enrollment at Moreno Valley College.

### OCCUPATIONAL WORK EXPERIENCE EDUCATION

The purpose of this program is the extension of occupational learning opportunities and career awareness through paid or non-paid (volunteer) work, in the occupation for which the student's college program or major is designed. VA benefits will only pay for occupational work experience classes that fall under a student's approved certificate or degree pattern. A student can earn up to four units per semester for a maximum of 16 units during their enrollment at Moreno Valley College. Occupational work experience education is offered in the following major areas:

ACC.....	Accounting
ADJ.....	Administration of Justice
ADM.....	Applied Digital Media
AIR.....	Air Conditioning & Refrigeration
ARE.....	Architecture
ART.....	Art
AUB.....	Automotive Body
AUT.....	Automotive Technology
BIT.....	Biotechnology
BUS.....	Business Administration
CAT.....	Computer Applications & Office Technologies
CIS.....	Computer Information Systems
CMI.....	Community Interpretation
CON.....	Construction Technology
COS.....	Cosmetology
CUL.....	Culinary Arts
DEH.....	Dental Hygiene
DEN.....	Dental Technology
EAR.....	Early Childhood Education
EDU.....	Education
ELE.....	Electronics
ENE.....	Engineering
FIT.....	Fire Technology
FTV.....	Film, Television & Video
HMS.....	Human Services
JOU.....	Journalism
KIN.....	Kinesiology (KIN)
MAC.....	Machine Shop Technology
MAG.....	Management
MAN.....	Manufacturing
MDA.....	Medical Assisting
MKT.....	Marketing
MUS.....	Music
NRN.....	Nursing
PAL.....	Paralegal Studies
PHO.....	Photography
RLE.....	Real Estate
THE.....	Theater
WEL.....	Welding

### Units Determination for Work Experience Education

The following formula will be used to determine the maximum number of units a student can be enrolled in during a semester:

Semester Hours Worked		Maximum # of Units
Paid Employment	Non-Paid (Volunteer)	
75	60	1
150	120	2
225	180	3
300	240	4

*Note: A student may not enroll in both general and occupational work experience concurrently and may not earn more than a cumulative total of 16 units in work experience during their enrollment at any community college.*

## HIGH SCHOOL COURSES

### Foreign Languages

Two years of high school language with a “C” or better are equivalent to the first semester of the same language at RCCD. For subsequent semesters, one year of high school language with a “C” or better is equivalent to one semester of the same language at RCCD. (For example, two years of high school Spanish are equivalent to Spanish 1 at RCCD; three years of high school Spanish are equivalent to Spanish 2; four years of high school Spanish are equivalent to Spanish 3.)

### Chemistry

Information regarding validation of high school chemistry courses for prerequisites can be found on the web at:

<http://www.mvc.edu/services/assessment/chemistry.cfm>

### Articulated Courses

The Riverside Community College District (RCCD) colleges (Moreno Valley, Norco, and Riverside City) have articulation agreements with partnering secondary education districts. Secondary to post-secondary articulation provides a method by which college credit is awarded for the successful completion of equivalent high school and/or regional occupational programs (ROP) coursework. Articulation reduces the need for students to repeat coursework in college and facilitates a smooth transition from secondary to post-secondary education. It allows students to more efficiently reach their educational and career goals. The articulated credit is transcribed as a letter grade on a student’s RCCD college transcript. The minimum grade required for articulated credit is a “B”. Not all courses are articulated. Students can find the most up-to-date listing of articulated courses, and instructions on how to apply for articulated credit, by visiting [www.explorecte.com/articulation](http://www.explorecte.com/articulation). For further information or assistance, please contact the Career and Technical Education Projects office, [cte-info@rccd.edu](mailto:cte-info@rccd.edu).

### Moreno Valley College

#### Colton-Redlands-Yucaipa Regional Occupational Program

Criminal Investigation (ADJ-13)  
Virtual Enterprise (BUS-30)  
Creating an Online Business (BUS-51)  
Video Game Design (CIS-36)  
Mind Matters: A Study of Mental Health and Illness (HMS-17)  
Ethics in Health Care (PHI-15)

#### Jurupa Unified School District

Allied Health (HET-79)

#### Moreno Valley Unified School District

Accounting 1 (ACC-55)  
BA Empowering Entrepreneurs (BUS-10)  
Virtual Business (BUS-30)  
Computer Applications I and II (CAT-50)  
Office Suite I and II (CAT-80)  
Introduction to Health Care (HET-79)  
Body Systems and Disorders (MDA-1A)

#### NuView Union School District

Anatomy/Physiology (BIO-45, formerly AMY 10)

#### Riverside County Office of Education

Professional Business Communications ROP (BUS-22 and BUS-47)  
Introduction to Health Careers (HET-79)  
Introduction to Medical Professions (HET-79)

#### Riverside Unified School District

Intro to Health Careers (HET-79)  
Medical Terminology (MDA-1A)

#### Val Verde Unified School District

Introduction to Business (BUS-10)  
Photography II (PHO-20)

### Norco College

#### Alvord Unified School District

Accounting Principles (ACC-55)  
Anatomy/Physiology  
CADD 1/ Introduction and CADD 3/Architectural Design (ARE-24)  
CADD 1/Introduction and CADD 2 Engineering Graphics and Design (ENE-21)  
CADD 1/Introduction, CADD 2/Engineering Graphics and Design and CADD 4/Animation (ENE-30)

#### Baldy View Regional Occupational Program

Digital Arts (ART-36A)

#### Chaffey Joint Union High School District

Art 3D Design I 1 and 2 (ART-20)  
Digital Arts I 1 and 2 (ART-36A)  
Computer Graphic Design I 1 and 2 (CIS-78A)

#### Colton-Redlands-Yucaipa Regional Occupational Program

Construction Technology (CON-60)  
Advanced Manufacturing I (MAN-38 and MAN-56)

#### Corona-Norco Unified School District

Applied Accounting A/B (ACC-55)  
Computerized Accounting 1A and 1B (ACC-65)  
Anatomy and Physiology 1A and 1B  
Architectural Design 1A and 1B (ARE-24 and ARE-25)  
Introduction to Business (BUS-10)  
Business Law (BUS-18A)  
Introduction to PowerPoint (CAT-65)  
Advanced Microsoft Word (CAT-80)  
Introduction to Excel (CAT-98A)  
Technology Applications 1A and 1B (CIS-1A)  
Intro to Engineering & Architectural Design 1A and 1B (ENE-21 and ENE-30)  
Computer Aided Drafting 2A and 2B (ENE-42)  
History of Video Games (GAM-21)  
Game Design Principles (GAM-22)  
Digital Game Design A/B (GAM-23)  
Video Game Prototyping A/B (GAM-24)  
Intro to Simulation and Game Development (GAM-35)  
Intro to Game Programming (GAM-50)  
Digital Drawing for Game Art (GAM-80)  
Business Management and Leadership (MAG-44)

#### Fontana Unified School District

Construction Technology (CON-60)

#### Lake Elsinore Unified School District

Introduction to Engineering Design (ENE-42)

#### Moreno Valley Unified School District

Digital Electronics (ELE-25)  
Principles of Engineering (ENE-10)

**Murrieta Valley Unified School District**

Video Gaming 1/Computer Programming & Game Design (GAM-22 and GAM-35)

Video Gaming 2 – Game Design and Development (GAM-50 and GAM-80)

**Riverside County Office of Education ROP**

CIS Microsoft Tools Comprehensive (CAT-3)

**Riverside Unified School District**

Anatomy and Physiology (BIO-45, formerly AMY 10)

Global Business Info/Tech Acad 2 (BUS-30)

Digital Electronics (ELE-25)

**Principles of Engineering (ENE-10 and ENE-60)**

Game Design Principles (GAM-22)

Digital Game Design (GAM-50)

**Val Verde Unified School District**

Anatomy and Physiology (BIO-45, formerly AMY 10)

**Riverside City College****Alvord Unified School District**

American Sign Language 2 (AML-1)

American Sign Language 3 (AML-2)

**California School for the Deaf, Riverside**

Intro to Graphic Arts, Int. Graphics Tech, and Adv Graphic Prod (ADM-77A)

Intro to Auto, Auto Service, and Auto Mechanics Comp (AUT-50)

**Chaffey Joint Union High School District**

Computer Graphic Design III 1 and 2 (ADM-63A)

Computer Graphic Design II 1 and 2 (ADM-77A)

**Colton-Redlands-Yucaipa Regional Occupational Program**

Introduction to Criminal Justice (ADJ-1)

Graphic Communications (ADM-1)

The Art of Animation (ADM-67)

Fundamental Web Page Design (ADM-74)

Automotive General Service Technician (AUT-50)

Cybersecurity I (CIS-21)

CISCO Internetworking, Level 1 (CIS-26A)

CISCO Internetworking, Level 2 (CIS-26B)

Cybersecurity II (CIS-27)

Microsoft Office (CIS-93)

Digital Video Production I (FTV-67)

Careers in Nutrition and Wellness (KIN-4)

Sports Medicine & Therapy (KIN-16)

Personal Fitness Trainer (KIN-43) Welding (WEL-15)

**Corona-Norco Unified School District**

Introduction to Word (CAT-34A)

Introduction to PowerPoint (CAT-65)

Advanced Microsoft Word (CAT-80)

Introduction to Excel (CAT-98A)

Photography 1A and Photography 1B (PHO-8)

**CAREER & TECHNICAL EDUCATION PROGRAMS**

Moreno Valley College offers associate of science degrees and certificates within its Career & Technical Education program (occupational emphasis). The CTE program provides students with instruction in skills and the knowledge needed to enter a skilled or professional occupation. An associate of science degree requires completion of at least 60 units of credit, which normally takes four semesters. Certificated programs vary in the number of units required; most can be completed in two semesters. Certificates can lead to employment. Each course required for a certificate must be completed with a “C” grade or better. Certificate courses can be counted toward the degree as well as the major.

**Need for Specialized Training**

It can be difficult to secure employment, or a better-paying job without specialized training. General education coursework has its value, but employers are seeking employees with technical skills and a certificate is evidence specialized training has been secured. Some employers may actually require certificates as a condition of employment or reclassification for pay increase.

**Who Can Enroll in the Career and Technical Education Programs?**

Individuals wishing to enroll at Moreno Valley College must file College application. Admission to Moreno Valley College is regulated by state law as prescribed in the California Education Code.

**Certificate Course Requirements**

Students should plan to enroll in the specific courses listed under the certificate desired. If a required course for a certificate program is no longer offered, please see the department chair to ascertain an acceptable course substitute. Fifty percent of the coursework required for any certificate pattern must be completed within the Riverside Community College District.

**ASSOCIATE OF SCIENCE DEGREE**

The associate of science degree consists of coursework totaling 60 units or more. This includes coursework in a specific certificate pattern plus general education and elective courses.

**STATE-APPROVED CERTIFICATE****(Certificate of Achievement)**


The state-approved certificate consists of completed coursework totaling 18 units or more in a specific occupational certificate pattern. State-approved certificates may lead to employment competency and may lead to an associate degree.

**LOCALLY-APPROVED CERTIFICATE****(Certificate of Career Preparation)**

The locally-approved certificate consists of coursework totaling between four to 17 units completed in a specific occupational certificate pattern. Locally-approved certificates may lead to employment competency, but do not necessarily lead to an associate degree.

Location	Program & Program Code	Locally Approved Certificates	State Approved Certificates	Associate Degree
<b>Moreno Valley College</b>				
Ben Clark Training Center	Administration of Justice - MAS504/MAS504B/MAS504C/MCE504		•	•
	AOJ/Basic Correctional Deputy Academy MCE783	•		
	AOJ/Basic Public Safety Dispatch Course MCE784	•		
	Law Enforcement - MAS563/MAS563B/MAS563C/MCE563		•	•
	Emergency Medical Technician MCE801	•		
	Paramedic - MAS585/MAS585B/MAS585C/MCE585		•	•
	Fire Technology - MAS555/MAS555B/MAS555C/MCE555		•	•
	Chief Officer - MAS826/MAS826B/MAS826C/MCE826		•	•
	Fire Officer - MAS827/MAS827B/MAS827C/MCE827		•	•
	Firefighter Academy - MAS669/MAS669B/MAS669C/MCE669		•	•
<b>NORCO COLLEGE</b>				
International Rectifier Temecula	Digital Electronics - NAS656/NAS656B/NAS656C/NCE656		•	•

Program	Locally Approved Certificates	State Approved Certificates	Associate Degree	Moreno Valley	Norco	Riverside
<b>AREA OF EMPHASIS</b>						
Administration & Information Systems			•	MAA494*/MAA494B*/MAA494C*	NAA494*/NAA494B*/NAA494C*	AA494*/AA494B*/AA494C*
American Studies			•	MAA492*/MAA492B*/MAA492C*		AA492*/AA492B*/AA492C*
Communications, Media & Languages			•	MAA495*/MAA495B*/MAA495C*	NAA495*/NAA495B*/NAA495C*	AA495*/AA495B*/AA495C*
Fine & Applied Arts			•	MAA496*/MAA496B*/MAA496C*	NAA496*/NAA496B*/NAA496C*	AA496*/AA496B*/AA496C*
Humanities, Philosophy & Arts			•	MAA497*/MAA497B*/MAA497C*	NAA497*/NAA497B*/NAA497C*	AA497*/AA497B*/AA497C*
Kinesiology, Health and Wellness			•	MAA498*/MAA498B*/MAA498C*	NAA498*/NAA498B*/NAA498C*	AA498*/AA498B*/AA498C*
Social & Behavioral Studies			•	MAA499*/MAA499B*/MAA499C*	NAA499*/NAA499B*/NAA499C*	AA499*/AA499B*/AA499C*
Math and Science			•	MAS493*/MAS493B*/MAS493C*	NAS493*/NAS493B*/NAS493C*	AS493*/AS493B*/AS493C*

 Associate Degree for Transfer	Locally Approved Certificates	State Approved Certificates	Associate Degree	Moreno Valley	Norco	Riverside
Administration of Justice						
With CSUGE pattern			•		NAS642*	AS642*
With IGETC pattern			•		NAS643*	AS643*
Anthropology						
With CSUGE pattern			•	MAA616*	NAA616*	AA616*
With IGETC pattern			•	MAA618*	NAA618*	AA618*
Art History						
With CSUGE pattern			•			AA742*
With IGETC pattern			•			AA743*
Biology						
With CSUGE pattern			•	MAS767	NAS767	
With IGETC pattern			•	MAS768	NAS768	
Business Administration						
With CSUGE pattern			•	MAS626*	NAS626*	AS626*
With IGETC pattern			•	MAS628*	NAS628*	AS628*
Chemistry						
With IGETC pattern			•		NAS769	
Communication Studies						
With CSUGE pattern			•	MAA587*	NAA587*	AA587*
With IGETC pattern			•	MAA588*	NAA588*	AA588*
Computer Science						
With IGETC pattern			•	MAS650*	NAS650*	AS650*
Early Childhood Education						
With CSUGE pattern			•	MAS529*	NAS529*	AS529*
With IGETC pattern			•	MAS530*	NAS530*	AS530*
Economics						
With CSUGE pattern			•			AA756*
With IGETC pattern			•			AA757*
English						
With CSUGE pattern			•	MAA648*	NAA648*	AA648*
With IGETC pattern			•	MAA649*	NAA649*	AA649*
Geography						
With CSUGE pattern			•			AA758*
With IGETC pattern			•			AA759*
History						
With CSUGE pattern			•	MAA744*	NAA744*	AA744*
With IGETC pattern			•	MAA745*	NAA745*	AA745*

For information about our graduation rates, the median debt of students who complete programs, and other important information, please visit our website at [www.mvc.edu/gainfulemployment](http://www.mvc.edu/gainfulemployment)

Journalism						
With CSUGE pattern			•			AA670*
With IGETC pattern			•			AA671*
Mathematics						
With CSUGE pattern			•	MAS719*	NAS719*	AS719*
With IGETC pattern			•	MAS720*	NAS720*	AS720*
Music						
With CSUGE pattern			•	MAA704		AA704
With IGETC pattern			•	MAA705		AA705
Philosophy						
With CSUGE pattern			•	MAA715*	NAA715*	AA715*
With IGETC pattern			•	MAA717*	NAA717*	AA717*
Physics						
With CSUGE pattern			•		NAS638*	AS638
With IGETC pattern			•		NAS640*	AS640
Political Science						
With CSUGE pattern			•	MAA754*	NAA754*	AA754*
With IGETC pattern			•	MAA755*	NAA755*	AA755*
Psychology						
With CSUGE pattern			•	MAA566*	NAA566*	AA566*
With IGETC pattern			•	MAA568*	NAA568*	AA568*
Sociology						
With CSUGE pattern			•	MAA695*	NAA695*	AA695*
With IGETC pattern			•	MAA696*	NAA696*	AA696*
Spanish						
With CSUGE pattern			•	MAA707*	NAA707*	AA707*
With IGETC pattern			•	MAA708*	NAA708*	AA708*
Studio Arts						
With CSUGE pattern			•	MAA693*	NAA693*	AA693*
With IGETC pattern			•	MAA694*	NAA694*	AA694*
Theatre Arts						
With CSUGE pattern			•			AA747*
With IGETC pattern			•			AA748*

Certificates & Degrees	Locally Approved Certificates	State Approved Certificates	Associate Degree	Moreno Valley	Norco	Riverside
<b>ADMINISTRATION OF JUSTICE</b>		•	•	MAS504*/MAS504B*/MAS504C*/MCE504*		AS504*/AS504B*/AS504C*/CE504*
AOJ/Basic Correctional Deputy Academy	•			MCE783		
AOJ/Basic Public Safety Dispatch Course	•			MCE784		
Crime Scene Investigation	•				NCE619	CE619
Investigative Assistant	•					CE785*
Law Enforcement		•	•	MAS563*/MAS563B*/MAS563C*/MCE563*		
Victim Services Aide	•					CE679*
<b>AIR CONDITIONING AND REFRIGERATION</b>		•	•			AS596/AS596B/AS596C/CE596
<b>APPLIED DIGITAL MEDIA AND PRINTING</b>						
Basic Graphic Communication	•					CE822
Basic Graphic Design	•					CE823
Graphic Design and Printing		•	•			AS653/AS653B/AS653C/CE653
Electronic Publishing and Design	•					CE862
Motion Graphics and 3D Animation	•					CE821
<b>ARCHITECTURE</b>						
Architectural Graphics	•				NCE787	
<b>ART</b>						
Visual Communications-Animation	•					CE774
Visual Communications-Illustration	•					CE825
<b>AUTOMOTIVE TECHNOLOGY</b>						
Automotive Collision Repair-Refinishing and Paint		•	•			AS511/AS511B/AS511C/CE511
Automotive Trim and Upholstery		•	•			AS516/AS516B/AS516C/CE516
Electrical		•	•			AS513/AS513B/AS513C/CE513
Ford Specialty		•	•			AS519/AS519B/AS519C
General Motors Specialty			•			AS583/AS583B/AS583C
Mechanical		•	•			AS515/AS515B/AS515C/CE515
<b>BUSINESS ADMINISTRATION</b>						
Accounting Concentration		•	•	MAS523*/MAS523B*/MAS523C*/MCE523*	NAS523*/NAS523B*/NAS523C*/NCE523*	AS523*/AS523B*/AS523C*/CE523*
Banking and Finance Concentration		•	•			AS631*/AS631B*/AS631C*/CE631*

\*50% or more of the certificate/degree may be completed online.

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Certificates & Degrees	Locally Approved Certificates	State Approved Certificates	Associate Degree	Moreno Valley	Norco	Riverside
General Business Concentration		•	•	MAS524*/MAS524B*/MAS524C*/MCE524*	NAS524*/NAS524B*/NAS524C*/NCE524*	AS524*/AS524B*/AS524C*/CE524*
Human Resources Concentration		•	•			AS623*/AS623B*/AS623C*/CE623*
Logistics Management Concentration		•	•		NAS580*/NAS580B*/NAS580C*/NCE580*	
Management Concentration		•	•	MAS521*/MAS521B*/MAS521C*/MCE521*	NAS521*/NAS521B*/NAS521C*/NCE521*	AS521*/AS521B*/AS521C*/CE521*
Marketing Concentration		•	•	MAS525*/MAS525B*/MAS525C*/MCE525*		AS525*/AS525B*/AS525C*/CE525*
Real Estate Concentration		•	•	MAS527*/MAS527B*/MAS527C*/MCE527*	NAS527*/NAS527B*/NAS527C*/NCE527*	AS527*/AS527B*/AS527C*/CE527*
Entrepreneurship		•	•			AS531*/AS531B*/AS531C*/CE531*
Business Skills Boot Camp	•					CE876
Entrepreneurship	•					CE874
Entrepreneurship: Getting Started	•				NCE861	
Entrepreneurship: Legal and Finance	•				NCE864*	
General Business	•					CE878
Gig Economy	•					CE872
Gig: The Solopreneurs Adventure	•					CE875
Human Resources	•					CE868
International Business	•					CE871
International Business	•					CE627*
Management	•					CE877
Marketing	•					CE879
Operations and Production Mgmt	•					CE833*
Real Estate Practice	•					CE873
Real Estate Salesperson and Transaction	•				NCE854*	CE869
Registered and Small Business Income Tax Preparer	•				NCE858	
Small Business Accounting	•			MCE859*	NCE859*	CE859*
Small Business Payroll Accounting	•			MCE860*	NCE860*	CE860*
<b>COMMUNITY INTERPRETATION</b>		•	•	MAS557/MAS557B*/MAS557C*/MCE557		

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Certificates & Degrees	Locally Approved Certificates	State Approved Certificates	Associate Degree	Moreno Valley	Norco	Riverside
<b>COMPUTER APPLICATIONS &amp; OFFICE TECHNOLOGY</b>						
Administrative Office Professional	•					CE637*
Business Information Worker	•	•			NCE522	CE522
Executive Office Management		•	•			AS639*/AS639B*/ AS639C*/CE639*
Executive Office Professional	•					CE635*
Legal Administrative Professional	•					CE611*
Office Assistant	•					CE633*
<b>COMPUTER INFORMATION SYSTEMS</b>						
C++ Programming	•				NCE803*	CE803*
CISCO Networking	•					CE810*
Computer Applications		•	•	MAS726*/MAS726B*/ MAS726C*/MCE726*		AS726*/AS726B*/ AS726C*/CE726*
Computer Programming		•	•	MAS728*/MAS728B*/ MAS728C*/MCE728*	NAS728*/NAS728B*/ NAS728C*/NCE728*	AS728*/AS728B*/ AS728C*/CE728*
Graphic Design		•	•		NAS647*/NAS647B*/ NAS647C*/NCE647*	
Information Security and Cyber Defense	•					CE740
Information Security	•					CE870
Java Programming	•				NCE809*	CE809*
Simulation and Gaming		•	•	MAS739*/MAS739B*/ MAS739C*/MCE739		
Web Master-Web Designer	•			MCE820*		CE820*
Web Master-Web Developer	•			MCE843*		CE843*
<b>CONSTRUCTION TECHNOLOGY</b>		•	•		NAS532/NAS532B/ NAS532C/NCE532	
<b>COSMETOLOGY</b>		•	•			AS534/AS534B/ AS534C/ CE534
Cosmetology Business Admin – Entrepreneurial Concentration		•	•			AS537*/AS537B*/ AS537C*/CE537*
Cosmetology Business Admin – Mgmt and Supervision Concentration		•	•			AS535*/AS535B*/ AS535C*/CE535*
Cosmetology, Instructor Training	•					CE675
Esthetician	•					
<b>CULINARY ARTS</b>		•	•			AS561/AS561B/ AS561C/ CE561
<b>DANCE</b>						
Pilates Dance/Conditioning Instructor	•					CE857

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<b>DENTAL ASSISTANT</b>		•	•	MAS621/MAS621B/ MAS621C/MCE621		
<b>DENTAL HYGIENE</b>			•	MAS724/MAS724B/ MAS724C		
<b>DRAFTING TECHNOLOGY</b>		•	•		NAS539/NAS539B/ NAS539C/NCE539	
<b>EARLY CHILDHOOD EDUCATION</b>		•	•	MAS544*/MAS544B*/ MAS544C*/MCE544*	NAS544*/NAS544B*/ NAS544C*/NCE544*	AS544*/AS544B*/ AS544C*/CE544*
ECE/Assistant Teacher	•			MCE795*	NCE795*	CE795*
ECE/Twelve Core Units	•			MCE797*	NCE797*	CE797*
Early Childhood Intervention Assistant		•	•	MAS601*/MAS601B*/ MAS601C*/MCE601*	NAS601*/NAS601B*/ NAS601C*/NCE601*	AS601*/AS601B*/ AS601C*/CE601*
Education, Human Development and Special Needs			•			AA881/AA881B/AA881C
Infant and Toddler Specialization	•			MCE681*		CE681*
<b>EDUCATION PARAPROFESSIONAL</b>		•	•	MAS603*/MAS603B*/ MAS603C*/MCE603*		AS603*/AS603B*/ AS603C*/CE603*
<b>ELECTRICIAN/ELECTRONICS</b>						
Digital Electronics		•	•		NAS656/NAS656B/ NAS656C/NCE656	
Electrician		•	•		NAS766/NAS766B/ NAS766C/NCE766	
Electrician Apprenticeship		•	•		NAS485/NAS485B/ NAS485C/NCE485	
Green Technician	•				NCE856	
<b>EMERGENCY MEDICAL SERVICES</b>						
Emergency Medical Technician	•			MCE801		
Paramedic		•	•	MAS585/MAS585B/ MAS585C/MCE585		
<b>ENGINEERING</b>						
3-D Mechanical Drafting	•				NCE863	
Engineering Graphics	•				NCE796	
Pre-Engineering			•		NAS763	
With CSUGE pattern			•		NAS764	
With IGETC pattern			•		NAS765	
<b>ENGLISH AS A SECOND LANGUAGE</b>	•			MCE866		
<b>FILM, TELEVISION AND VIDEO</b>						
Basic Television Production	•					CE842
Production Specialist		•	•			AS641*/AS641B*/ AS641C*/CE641

\*50% or more of the certificate/degree may be completed online.

For information about our graduation rates, the median debt of students who complete programs, and other important information, please visit our website at [www.mvc.edu/gainfulemployment](http://www.mvc.edu/gainfulemployment).

<b>Certificates &amp; Degrees</b>	Locally Approved Certificates	State Approved Certificates	Associate Degree	<b>Moreno Valley</b>	<b>Norco</b>	<b>Riverside</b>
<b>FIRE TECHNOLOGY</b>		•	•	MAS555*/MAS555B*/MAS555C*/MCE555		
Chief Officer		•	•	MAS826/MAS826B/MAS826C/MCE826		
Fire Officer		•	•	MAS827/MAS827B/MAS827C/MCE827		
Firefighter Academy		•	•	MAS669/MAS669B/MAS669C/MCE669		
<b>GAME DEVELOPMENT</b>						
Game Art: Character Modeling		•	•		NAS687/NAS687B/NAS687C/NCE687	
Game Art: Environments and Vehicles		•	•		NAS688/NAS688B/NAS688C/NCE688	
Game Design		•	•		NAS685*/NAS685B*/NAS685C*/NCE685	
Game Programming		•	•		NAS691*/NAS691B*/NAS691C*/NCE691	
<b>HUMAN SERVICES</b>		•	•	MAS663/MAS663B/MAS663C/MCE663		
Employment Support Specialization	•			MCE802		CE802
<b>KINESIOLOGY/EXERCISE, SPORT &amp; WELLNESS</b>						
Athletic Training Emphasis		•	•			AS597*/AS597B*/AS597C*/CE597
Coaching Emphasis		•	•			AS599*/AS599B*/AS599C*/CE599
Fitness Professions Emphasis		•	•			AS595*/AS595B*/AS595C*/CE595
<b>LOGISTICS MANAGEMENT</b>		•	•		NAS579*/NAS579B*/NAS579C*/NCE579*	
<b>MANUFACTURING TECHNOLOGY</b>						
Industrial Automation		•	•		NAS737/NAS737B/NAS737C/NCE737	
Computer Numerical Control Programming		•	•		NAS655/NAS655B/NAS655C/NCE655	
Computerized Numerical Control (CNC) Operator	•				NCE799	
Conventional Machine Operator	•				NCE865	
Facilities Maintenance		•	•		NAS771/NCE771	
<b>MEDICAL ASSISTING</b>						
Admin/Clinical Medical Assisting		•	•	MAS718*/MAS718B*/MAS718C*/MCE718		
Medical Transcription		•	•	MAS701*/MAS701B*/MAS701C*/MCE701		

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<b>MUSIC</b>			•	MAA564*/MAA564B*/MAA564C*		
Jazz Performance	•					CE852
Music Performance	•					CE851
Music Technology	•					CE850
Piano Performance	•					CE853
<b>MUSIC INDUSTRY STUDIES</b>						
Audio Production		•	•		NAS684*/NAS684B*/NAS684C*/NCE684	
Performance		•	•		NAA645/NAA645B/NAA645C/NCE645	
<b>NURSING</b>						
Critical Care Nurse	•					CE581
Nursing Assistant	•					CE584
Registered Nursing			•			AS586/AS586B/ AS586C
Vocational Nursing		•	•			AS588/AS588B/AS588C/CE588
<b>PARALEGAL STUDIES</b>			•			AS591*/AS591B*/AS591C*
<b>PHOTOGRAPHY</b>		•	•			AS592/AS592B/AS592C/CE592
<b>RETAIL MANAGEMENT/WAFC</b>		•	•		NAS536*/NAS536B*/NAS536C*/NCE536*	
<b>SIGN LANGUAGE INTERPRETING</b>		•	•			AS505*/AS505B*/AS505C*/CE505
<b>SUPPLY CHAIN TECHNOLOGY</b>		•	•		NAS408/NAS408B/NAS408C/NCE408	
<b>WELDING TECHNOLOGY</b>		•	•			AS606/AS606B/AS606C/CE606
Pipe Welding	•					CE849
Stick Welding (SMAW)	•					CE824
TIG Welding (GTAW)	•					CE819
Wire Welding (FCAW, GMAW)	•					CE818

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**PROGRAMS AND CERTIFICATES**

R=Riverside; M=Moreno Valley; N=Norco

**ACCOUNTING  
SEE BUSINESS ADMINISTRATION****ADMINISTRATION OF JUSTICE****ADMINISTRATION OF JUSTICE (MR)****MAS504/MAS504B/MAS504C/MCE504**

This program focuses on the criminal justice system, its organizational components and processes, as well as its legal and public policy contexts. This includes instruction in criminal law and policy, police and correction systems organization, the administration of justice and the judiciary, and public attitudes regarding criminal justice issues.

**Certificate Program****Program Learning Outcomes**

Upon successful completion of this program, students should be able to:

- Demonstrate knowledge of the breadth, scope and interconnectivity of the criminal justice system.
- Demonstrate an understanding of the theories and research in the area of crime, criminality and criminal justice.
- Demonstrate a basic knowledge of criminal law.
- Demonstrate a knowledge of the implications of legal evidence in the processing of criminal cases.
- Demonstrate a knowledge of the role of policing and the maintenance of favorable community relations.

Required Courses (27 units)	Units
ADJ/JUS-1 Introduction to the Administration of Justice	3
ADJ/JUS-2 Principles and Procedures of the Justice System	3
ADJ/JUS-3 Concepts of Criminal Law	3
ADJ/JUS-4 Legal Aspects of Evidence	3
ADJ/JUS-5 Community Relations	3
Electives Choose from elective courses in the discipline	12

**The Associate of Science Degree in Administration of Justice** will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

**ADMINISTRATION OF JUSTICE/LAW ENFORCEMENT (M)****MAS563/MAS563B/MAS563C/MCE563**

This program focuses on the criminal justice system, its organizational components and processes, as well as its legal and public policy contexts. This includes instruction in criminal law and policy, police and correction systems organization, the administration of justice and the judiciary, and public attitudes regarding criminal justice issues. The program prepares individuals to perform the duties of police and public security officers, including patrol and investigative activities, traffic control, crowd control and public relations, witness interviewing, evidence collection and management, basic crime prevention methods, weapon and equipment operation and maintenance, report preparation and other routine law enforcement responsibilities. Potential occupations include local police officers, deputy sheriffs, transit or railroad police; state police and highway patrol officers, fish and game wardens, or park rangers; or federal special agents, investigators and marshals.

**Certificate Program****Program Learning Outcomes**

Upon successful completion of this program, students should be able to:

- Analyze the various aspects of police work.
- Identify minimum competencies in police functions of most frequent occurrence.
- Apply laws of arrest, search and seizure, documentation of evidence and patrol procedures in a variety of scenarios and environments.
- Compare and contrast basic techniques for evaluating and analyzing occupationally hazardous situations and selection of the appropriate response or procedure.
- Compare and contrast the concepts of uniformity in police practices and procedures.

Required Courses (36.5-40 units)	Units
ADJ-B1B Basic Peace Officer Training Academy or Reserve Training Module Format	40 36.5
ADJ-R1A2 Level III Modular Academy Training	7
ADJ-R1B Level II Modular Academy Training	11
ADJ-R1C Regular Basic Course, Modular Format, Module I Training	18.5

**The Associate of Science Degree in Administration of Justice/Law Enforcement** will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

*The following certificates may lead to employment competency, but do not lead to an Associate of Science degree:*

**ADMINISTRATION OF JUSTICE BASIC CORRECTIONAL DEPUTY ACADEMY (M)****MCE783****Certificate Program****Required Courses (14 units)****Units**

ADJ-C1D Basic Correctional Deputy Academy	14
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**ADMINISTRATION OF JUSTICE BASIC PUBLIC SAFETY DISPATCH COURSE (M)****MCE784****Certificate Program****Required Courses (6 units)****Units**

ADJ-D1A Basic Public Safety Dispatch Course	6
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**BUSINESS ADMINISTRATION**

**Certificate Program**

**Program Learning Outcomes**

Upon successful completion of this program, students should be able to:

- Use technology to analyze business decisions and to enhance business communications.
- Apply basic business and accounting calculations and analyses.
- Have an understanding of legal practices relating to business.
- Apply sound management practices.

**Major Core Requirements**

Required Courses (18 units)	Units
ACC-1A Principles of Accounting I	3
BUS-10/10H Introduction to Business/Honors	3
BUS-18A Business Law I	3
BUS-20 Business Mathematics	3
BUS-22 Management Communications	3
or	
BUS-24 Business Communication	3
CIS-1A Introduction to Computer Information Systems	3
or	
BUS/CIS/CAT-3 Computer Applications for Business	3

**Major Concentration Requirements (12 units)**

(In addition to Business Administration Major Core Requirements of 18 units noted above choose another 12 units selected from list below.)

Accounting	12
General Business	12
Management	12
Marketing	12
Real Estate	12

**NOTE:** Students must complete the Business Administration Major Core Requirements and Major Concentration Requirements (total of 30 units) in order to receive the certificate in the concentration area of their choice.

**The Associate of Science Degree in Business Administration** with a Major Concentration will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

**ACCOUNTING CONCENTRATION (MNR)**

**MAS523/MAS523B/MAS523C/MCE523**

This program prepares individuals to practice the profession of accounting and to perform related business functions. This includes instruction in accounting principles and theory, financial accounting, managerial accounting, cost accounting, budget control, tax accounting, legal aspects of accounting, reporting procedures, statement analysis, planning and consulting, business information systems, accounting research methods, professional standards and ethics, and applications to specific for-profit, public, and non-profit organizations.

**Program Learning Outcomes**

In addition to outcomes for the Businesses Administration certificate, on successful completion of the Accounting concentration, students should be able to accomplish at least three of the following eight tasks:

- Apply accounting principles related to a variety of accounting specialties, such as payroll accounting, cost accounting, income tax accounting, and computerized accounting.
- Analyze and solve accounting issues and problems for a variety of business entities.
- Analyze and interpret data and reports for a variety of business entities.
- Develop and apply principles of moral judgment and ethical behavior to business situations.

**Business Administration Major Core Requirements 18**

Required for this concentration	3
ACC-1B Principles of Accounting II	3
and another 9 units from the following:	9
ACC-62 Payroll Accounting	3
ACC-63 Income Tax Accounting	3
ACC-65 Computerized Accounting	3
ACC-200 Accounting Work Experience	1-2-3-4
BUS/MAG-47 Applied Business and Management Ethics	3

**GENERAL BUSINESS CONCENTRATION (MNR)**

**MAS524/MAS524B/MAS524C/MCE524**

This program focuses on the general study of business, including domestic, international and electronic, and the important ways in which business impacts our daily lives. The program will prepare individuals to apply business principles and techniques in various career settings and to gain an understanding of business situations that affect their personal and working lives. This includes the buying, selling and production of goods and services, understanding business organizations, general management, and employee motivation strategies, basic accounting principles, the economy, and marketing.

**Program Learning Outcomes**

In addition to outcomes for the Businesses Administration certificate, on successful completion of the General Business concentration, students should be able to accomplish four of the following seven tasks:

- Explain the managerial applications of accounting reports and ratios to the business enterprise.
- Analyze the law as it pertains to business organizations and determine the legal management of the various forms of law.

- Analyze the business elements that comprise the logistics function.
- Develop and apply principles of moral judgment and ethical behavior to business situations.
- Anticipate and pose problems relative to understanding and supervising personnel.
- Identify and analyze human relations techniques appropriate to a managerial role.
- Explain and develop the marketing mix, including an analysis of the marketing mix variables—product, place, price, and promotion.

Business Administration Major Core Requirements	18
and another 12 units from the following:	12
ACC-1B Principles of Accounting II	3
or	
ACC-38 Managerial Accounting	3
BUS-18B Business Law II	3
BUS-40 International Business-Principles	3
BUS/MAG-47 Applied Business and Management Ethics	3
BUS-80 Principles of Logistics	3
BUS-200 Business Administration Work Experience	1-2-3-4
MAG-51 Elements of Supervision	3
MAG-53 Human Relations	3
MKT-20 Principles of Marketing	3

#### MANAGEMENT CONCENTRATION (MNR)

##### MAS521/MAS521B/MAS521C/MCE521

This program generally prepares individuals to plan, organize, direct, and control the functions and processes of a firm or organization with an emphasis on people as the most important asset of a business. This program will prepare individuals seeking management positions to be better candidates for promotion, and those already in management positions to improve their management skills and effectiveness. This includes instruction in management practice and theory, human resources management and behavior, interpersonal communications in a business setting, marketing management, and business decision making.

#### Program Learning Outcomes

In addition to outcomes for the Businesses Administration certificate, on successful completion of the Management concentration, students should be able to:

- Apply sound management practices.
- Analyze and apply appropriate managerial practices in one or more areas of ethics, human resources, quality management, operations, motivation, etc.

Business Administration Major Core Requirements	18
Required for this concentration	3
MAG-44 Principles of Management	3
and another 9 units from the following:	9
MAG-46 Contemporary Quality Systems Management	3
MAG/BUS-47 Applied Business and Management Ethics	3
MAG-53 Human Relations	3
MAG-56 HRM: Human Resources Management	3
MAG-60 Introduction to Hospitality Management	3
MAG-200 Management Work Experience	1-2-3-4
BUS-48 International Management	3

#### MARKETING CONCENTRATION (MR)

##### MAS525/MAS525B/MAS525C/MCE525

This program prepares individuals to undertake and manage the process of developing both consumer and business markets, and communicating product benefits to targeted market segments. This includes instruction in buyer behavior and dynamics, sales promotions, building customer relationships, effective pricing, marketing campaigns, principles of marketing research, strategic market planning, advertising methods, customer service, retailing, and applications for specific products and markets.

#### Program Learning Outcomes

In addition to outcomes for the Businesses Administration certificate, on successful completion of the Marketing concentration, students should be able to:

- Develop and implement marketing strategies.
- Develop a comprehensive marketing plan.
- Construct and implement a promotional program.
- Research and analyze consumer decision parameters.

Business Administration Major Core Requirements	18
Required for this concentration	3
MKT-20 Principles of Marketing	3
and	
Select another 9 units from the following:	
MKT-40 Advertising	3
MKT-41 Techniques of Selling	3
MKT-42 Retail Management	3
MKT-200 Marketing Work Experience	1-2-3-4
BUS-43 International Business-Marketing	3
BUS-51 Principles of Electronic-Commerce	3
BUS-80 Principles of Logistics	3

#### REAL ESTATE CONCENTRATION (MNR)

##### MAS527/MAS527B/MAS527C/MCE527

This program prepares individuals to develop, buy, sell, appraise, and manage real property. This includes instruction in land use development policy, real estate law, real estate marketing procedures, agency management, brokerage, property inspection and appraisal, real estate investing, leased and rental properties, commercial real estate, and property management.

#### Program Learning Outcomes

In addition to outcomes for the Businesses Administration certificate, on successful completion of the Real Estate concentration, the student should be able to do the following:

- Demonstrate the ability to analyze ethical and procedural problems that arise in residential real estate sales transactions from the prospective of buyers, sellers, brokers, appraisers, lenders, and escrow officers.
- Discuss and evaluate real estate marketing and sales techniques.
- Discuss and calculate real estate taxes and solve basic real estate mathematics problems.
- Explain and evaluate methods of financing real estate purchases and securing loans with real estate.
- Demonstrate the ability to analyze the factors that affect real estate values.
- Discuss and evaluate real estate markets and trends.



<b>Business Administration Major Core Requirements</b>		<b>18</b>
and another 12 units from the following:		
RLE-80	Real Estate Principles	3
RLE-81	Real Estate Practices	3
RLE-82	Legal Aspects of Real Estate	3
RLE-83	Real Estate Finance	3
RLE-84	Real Estate Appraisal	3
RLE-85	Real Estate Economics	3
RLE-86	Escrow Procedures I	3
RLE-200	Real Estate Work Experience	1-2-3-4

The following certificates may lead to employment competency, but do not lead to an Associate of Science degree:

**SMALL BUSINESS ACCOUNTING (MNR) MCE859**  
 Upon completion of this certificate, students will be trained and able to perform the basic duties and responsibilities required of an entry level accounting clerk or bookkeeper utilizing accounting software.

**Certificate Program**

**Program Learning Outcomes**

Upon successful completion of this program, students should be able to:

- Perform a variety of accounting skills such as journalizing, posting, double entry accounting, record adjusting and closing entries and prepare financial statements.
- Use accounting software to prepare financial statements and to analyze and solve problems.
- Recognize the role of ethics in accounting.

<b>Required Courses (6 units)</b>		<b>Units</b>
ACC-65	Computerized Accounting	3
and one of the following:		
ACC-1A	Principles of Accounting	3
ACC/CAT-55	Applied Accounting/Bookkeeping	3

**SMALL BUSINESS PAYROLL ACCOUNTING (MNR) MCE860**  
 Upon completion of this certificate, students will be trained and able to perform the basic duties and responsibilities required of an entry level payroll accounting clerk.

**Certificate Program**

**Program Learning Outcomes**

Upon successful completion of this program, students should be able to:

- Analyze, synthesize, and evaluate payroll principles as defined by Social Security Act and understand laws relating to the payment of wages and salaries.
- Analyze and solve problems associated with the calculation and reporting of payroll.
- Accurately apply accounting principles to computerized and manual payroll systems.

<b>Required Courses (6 units)</b>		<b>Units</b>
ACC-62	Payroll Accounting	3
and one of the following:		
ACC-1A	Principles of Accounting	3
ACC/CAT-55	Applied Accounting/Bookkeeping	3

**COMMUNITY INTERPRETATION**

**COMMUNITY INTERPRETATION (M) MAS557/MAS557B/MAS557C/MCE557**

The Community Interpretation program provides students with a foundation in the skills of Spanish-English translation and interpretation. Students train intensively in the three modes of interpreting: simultaneous, consecutive, and sight translation. Instruction covers general and literary translation and skills are applied in the contexts of medicine, law, and business. The program prepares individuals seeking interpreter certification and improves marketability for bilinguals who use Spanish and English in the workplace.

**Certificate Program**

**Program Learning Outcomes**

Upon successful completion of this program, students should be able to:

- Sight translate legal, business and medical documents from English into Spanish and from Spanish into English.
- Consecutively interpret speech from English into Spanish and Spanish into English in legal, business, and medical settings.
- Demonstrate knowledge of professional associations existing in the fields of translation and interpreting.
- Demonstrate effective use of resources such as dictionaries and the internet in performing terminological research.
- Demonstrate knowledge of protocol appropriate to setting in which student is interpreting.
- Demonstrate knowledge of terminology appropriate to setting in which student is interpreting.
- Demonstrate knowledge of appropriate entry-level positions available in the job market for interpreters.
- Demonstrate knowledge of appropriate venues for further study in Translation and Interpreting.

<b>Required Courses (18 units)</b>		<b>Units</b>
CMI-61	Introduction to Spanish English Translation	3
CMI-71	Bilingual Interpretation for the Medical Professions	6
CMI-81	Bilingual Interpretation for the Legal Professions	6
CMI-91	Introduction to Translation and Interpretation for Business	3

The Associate of Science Degree in Community Interpretation will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

## COMPUTER INFORMATION SYSTEMS

This program focuses on computers, computing problems and solutions, and design of computers systems and user interfaces from a scientific perspective. This includes instruction in their principles of computation science, and computing theory; computer hardware design; computer development and programming; and application to a variety of end-use situations.

### COMPUTER APPLICATIONS (MR)

#### MAS726/MAS726B/MAS726C/MCE726

This program prepares individuals to perform basic data and text entry using standard and customized software products. This includes instruction in keyboarding skills, personal computer and work station operation, reading draft texts and raw data forms, and various interactive software programs used for tasks such as word processing, spreadsheets, databases, and others.

### Certificate Program

#### Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Describe and use operating system software.
- Describe and use Word processing software.
- Write structured programs using C++ or Java.
- Describe and use graphics software to manipulate digital images.
- Describe and use database software to construct 3NF databases.
- Construct a visually appealing web site including database structures within the design.
- Design and use spreadsheets that have embedded equations/formulas utilizing different data types.

Required Courses (31.5-32.5 units)		Units
CIS-1A	Introduction to Computer Information Systems	3
CIS-1B	Advanced Concepts in Computer Information Systems	3
CIS/CSC-5	Programming Concepts and Methodology I: C++ or	4
CIS/CSC-28A	MS Access Programming	3
CIS/CSC-21	Introduction to Operating Systems	3
CIS-95A	Introduction to the Internet	1.5
CAT-31	Business Communications or	3
BUS-22	Management Communications or	3
BUS-24	Business Communication	3
Electives 1	(Choose from list below)	7.5
Electives 2	(Choose from list below)	7.5

#### Electives 1 (7.5 units)

CIS/CSC-2	Fundamentals of Systems Analysis	3
CIS-23	Software and End User Support	3
CIS/CSC-25	Information and Communication Technology Essentials	3
CIS/CSC-61	Introduction to Database Theory	3
CIS/CAT-80	Word Processing: Microsoft Word for Windows	3
CIS/CAT-84	Word Processing: WordPerfect for Windows	3
CIS/CAT-98B	Advanced Excel	1.5

#### Electives 2 (7.5 units)

CIS/CSC-12	PHP Dynamic Web Site Programming	3
CIS/CSC-14A	Web Programming: Java Script	3
CIS-14B	Web Programming: Active Server Pages	3
CIS/CAT-54A	Introduction to Flash	3
CIS-56A	Designing Web Graphics	3
CIS-72A	Introduction to Web Page Creation	1.5
CIS-72B	Intermediate Web Page Creation using Cascading Style Sheets (CSS)	1.5
CIS-76A	Introduction to Microsoft Expression Web	3
CIS-76B	Introduction to DreamWeaver	3
CIS/CAT-78A	Introduction to Adobe PhotoShop	3
CIS/CAT-79	Introduction to Adobe Illustrator	3
CIS/CAT-81	Introduction to Desktop Publishing/Adobe InDesign	3

The Associate of Science Degree in Computer Applications will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

### COMPUTER PROGRAMMING (MNR)

#### MAS728/MAS728B/MAS728C/MCE728

This program focuses on the general writing and implementation of generic and customized programs to drive operating systems that generally prepare individuals to apply the methods and procedures of software design and programming to software installation and maintenance. This includes instruction in software design, low- and high-level languages and program writing, program customization and linking, prototype testing, troubleshooting and related aspects of operating systems and networks.

### Certificate Program

#### Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Design structured programs using C++, Javascript, or Java.
- Design and use object oriented programs in one of these languages C++, Java or PHP.
- Design and use advanced programming techniques in C++ or Java.

Required Courses (26.5 units)		Units
CIS-1A	Introduction to Computer Information Systems	3
CIS/CSC-2	Fundamentals of Systems Analysis	3
CIS/CSC-5	Programming Concepts and Methodology I: C++	4
CIS/CSC-21	Introduction to Operating Systems	3
CIS-72A	Introduction to Web Page Creation	1.5

#### Electives - Group 1 (6 units)

CIS/CSC-12	PHP Dynamic Web Site Programming	3
CIS/CSC-14A	Web Programming: JavaScript	3
CIS-14B	Web Programming: Active Server Pages	3
CIS/CSC-17A	Programming Concepts and Methodology II: C++	3
CIS/CSC-18A	Java Programming: Objects	3

Electives - Group 2 (6 units)

CIS/CSC-11 Computer Architecture and Organization: Assembly	3
CIS/CSC-17B C++ Programming: Advanced Objects	3
CIS/CSC-17C C++ Programming: Data Structures	3
CIS/CSC-18B Java Programming: Advanced Objects	3
CIS/CSC-18C Java Programming: Data Structures	3

The Associate of Science Degree in Computer Programming will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

**SIMULATION AND GAMING: GAME ART (M)**

MAS739/MAS739B/MAS739C/MCE739

This is a comprehensive program that puts equal emphasis on the artistic and technical sides of 3D modeling and animation. Courses cover material that will take the student through the whole production process and workflow of 3D modeling and animation, from conceptualization to the final delivery of the rendered product. Curriculum spans traditional drawing techniques, life drawing and the technical fundamentals of 3D animation and modeling. Classes are taught in a state-of-the-art computer studio with the latest versions of industry-standard software packages.

**Certificate Program**

**Program Learning Outcomes**

Upon successful completion of this program, students should be able to:

- Identify and differentiate the game development project lifecycle and associated documents such as the Pitch Document, Game Design Document, Technical Design Document, Art Production Plan, Project Plan and Game Prototype.
- Identify and employ proper use of color media and associated materials as well as define, outline, and discuss basic to complex color theory for 2D artwork.

**Required Courses (36 units) Units**

CIS/GAM-35 Simulation and Gaming: Game Art	3
CIS-38A Simulation and Gaming/3D Modeling	4
CIS-38B Simulation and Gaming/3D Animation	4
CIS-38C Simulation and Gaming/3D Dynamics and Rendering	4
CIS/CAT-78A Introduction to Adobe Photoshop	3
ART-17 Beginning Drawing	3
ART-18 Intermediate Drawing	3
ART-22 Basic Design	3
ART-40A Figure Drawing-Introduction	3
Electives (Choose from list below)	6

Electives (6 units)

CIS/GAM-37 Beginning Level Design for Computer Games	3
CIS/GAM-39 Current Techniques in Game Art	4
CIS/CAT-54A Introduction to Flash	3
CIS/CAT-79 Introduction to Adobe Illustrator	3
ART-23 Color Theory and Design	3
ART-36 Computer Art	3
ART-36A Computer Art-Introduction	3

The Associate of Science Degree in Computer Programming will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

The following certificates may lead to employment competency, but do not lead to an Associate of Science degree:

**WEB MASTER (MR)**

The Web Master certificate program prepares a student to be a valuable member of a professional web design or development team. The successful student will become a competent HTML and CSS coder, and be proficient enough in Dreamweaver to streamline the development cycle and effectively integrate all the typical technologies within a web site. Depending on the chosen emphasis, the student will also become more skilled at designing sites with web graphics and animation or more skilled at developing web applications with programming in Javascript and PHP.

**Certificate Program**

**Core Program Learning Outcomes**

Upon successful completion of this program, students should be able to:

- Create valid, properly structured web pages using a variety of HTML features to form a typical 5-10 page site.
- Create external style sheets that effectively control an entire web site's formatting and layout.
- Use a variety of Dreamweaver features to design, create, test, upload and manage an accessible and standards compliant interactive web site that includes the use of text, graphics, and multimedia.

**Required Courses (17 units) Units**

Core Requirements (6 units)		
CIS-72A	Introduction to Web Page Creation	1.5
CIS-72B	Intermediate Web Page Creation using Cascading Style Sheets (CSS)	1.5
CIS-76B	Introduction to DreamWeaver	3
	or	
ADM-74B	Web Design with DreamWeaver	3
	In addition, choose one of the concentrations below	11

**WEB DESIGNER CONCENTRATION MCE820**

**Concentration Program Learning Outcomes**

Upon successful completion of this program, students should be able to:

- Apply design and visual communication principles to web site, page, and interface design.
- Use Photoshop to create and edit images for use on the web, including photographs, logos, navigation buttons, background images, image maps, and web page design mockups (tracing images).
- Use Flash to create web animations and interactive websites.

Concentration Required Courses (11 units)	Units
CIS/CAT-54A Introduction to Flash or ADM-67 Multimedia Animation and CIS-56A Designing Web Graphics or CIS-CAT-78A Introduction to Adobe Photoshop or ADM-71A Adobe Photoshop for Image Manipulation	3 3 3 3 3

#### Concentration Electives (5 units)

CIS/CAT-81 Introduction to Desktop Publishing using Adobe InDesign or ADM-63A Design for Print Publication CIS/CAT-79 Introduction to Adobe Illustrator or ADM-77A Adobe Illustrator for Graphic Art ADM-2A Color Systems and File Management ADM-2C Ethics and Legalities for Graphic Designers	3 3 3 1 1
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#### WEB DEVELOPER CONCENTRATION MCE843

##### Concentration Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Apply programming principles to develop a fully functioning and customized web site experience for both the site user and site administrator.
- Use JavaScript to enhance a web site's interactivity using the DOM.
- Use PHP to enhance a web site's capabilities by creating data driven web page content, custom form validation and processing, and database manipulation.

Concentration Required Courses (11 units)	Units
CIS/CSC-12 PHP Dynamic Web Site Programming CIS/CSC-14A Web Programming: Java Script	3 3

#### Concentration Electives (5 units)

CIS-56A Designing Web Graphics or CIS/CAT-78A Introduction to Adobe Photoshop or ADM-71A Adobe Photoshop for Image Manipulation CIS/CAT-54A Introduction to Flash or ADM-67 Multimedia Animation CIS-54B Flash Scripting CIS-72C Introduction to XML ADM-2A Color Systems and File Management ADM-2C Ethics and Legalities for Graphic Designers	3 3 3 3 3 1.5 1 1
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## DENTAL ASSISTANT

This program prepares individuals to provide patient care, take dental radiographs (x-ray), prepare patients and equipment for dental procedures, as well as discharge office administrative functions under the supervision of dentists and dental hygienists. This includes instruction in dental record keeping, general office duties, reception and patient intake, scheduling, equipment maintenance and sterilization, dental radiography, pre and post-operative patient care and instruction, chairside assisting, taking tooth and mouth impressions, and supervised practice.

#### DENTAL ASSISTANT (M)

MAS621/MAS621B/MAS621C/MCE621

##### Certificate Program Program Learning Outcomes

Upon successful completion of this certificate program, students should be able to:

- Collect diagnostic data and perform clinical supportive treatments as outlined by the State Dental Practice Act.
- Perform business office procedures as related to dental practices.
- Adhere to the ADA's Code of Ethical Conduct and apply this to established ethical, legal and regulatory concepts for dental assisting.
- Apply self-assessment skills to promote life-long learning.
- Demonstrate interpersonal and communication skills to effectively interact with diverse population.

#### Required Courses (32.5 units)

##### Fall:

DEA-10 Introduction to Dental Assisting and Chairside Assisting	4.5
DEA-20 Infection Control for Dental Assistants	2
DEA-21 Introduction to Radiology for Dental Assistants	2.5
DEA-22 Introduction to Supervised Externships	1.5
DEA-23 Introduction to Dental Sciences	3
DEA-24 Dental Materials for the Dental Assistant	2

##### Winter:

DEA-30 Intermediate Chairside Dental Assisting	2
DEA-31 Radiology for Dental Assistants	1
DEA-32 Intermediate Supervised Externships	1

##### Spring:

DEA-40A Advanced Chairside Surgical Dental Assistant	3.5
DEA-40B Advanced Chairside Orthodontic Dental Assistant	3
DEA-40C Advanced Chairside Restorative Dental Assistant	5
DEA-41 Dental Office Procedures	1.5

**The Associate of Science Degree in Dental Assisting** will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

## DENTAL HYGIENE

This program prepares individuals to clean teeth and apply preventive materials; provide oral health education and treatment counseling to patients; identify oral pathologies and injuries; and manage dental hygiene practices. This includes instruction in dental anatomy, microbiology, and pathology; dental hygiene theory and techniques; cleaning equipment operation and maintenance; dental materials; radiology; patient education and counseling; office management; supervised clinical training; and professional standards.

### DENTAL HYGIENE (M)

**MAS724/MAS724B/MAS724C**

Program prerequisites: Biology 50A, Biology 50B, Communication Studies 1, Chemistry 2A, Chemistry 2B, English 1A, Math 52, Biology 55, Kinesiology 4, Psychology 1 and Sociology 1.

### Associate of Science Degree Program Learning Outcomes

Upon successful completion of this certificate program, students should be able to:

- Be competent in complying with the Dental Practice Act of California.
- Practice as a competent practitioner.
- Successfully complete the National and State Licensing examinations.
- Demonstrate behavior that is based on the ethical and moral values as outlined by the American Dental Hygienists Association.
- Perform dental hygiene services as a level that promotes patient satisfaction.

Required Courses (61.5 units)	Units
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<b>Fall:</b>	
DEH-10A Pre-Clinic Dental Hygiene #1	2.5
DEH-11 Principles of Dental Hygiene	2
DEH-12A Principles of Oral Radiology	1
DEH-12B Oral Radiology Laboratory	1
DEH-13 Infection Control in Dentistry	1
DEH-14 Systems Analysis of Dental Anatomy Morphology, Histology, Embryology	3
DEH-15 Head and Neck Anatomy	2
DEH-16 Preventive Dentistry	1.5
DEH-17 General Pathology	2
<b>Winter Intersession:</b>	
DEH-10B Pre-Clinic Dental Hygiene #2	1
DEH-19 Pain Control	2.5
<b>Spring:</b>	
DEH-20A Clinical Dental Hygiene #1	3
DEH-21 Clinical Seminar #1	1
DEH-22 Oral Radiology Interpretation	1
DEH-23 Introduction to Periodontology	2
DEH-24 Ethics	1
DEH-25 Medical and Dental Emergencies	1
DEH-26 Dental Treatment of Geriatric and Medically Compromised	2
DEH-27 Oral Pathology	2.5
DEH-28 Basic and Applied Pharmacology	2

### Summer:

DEH-20B Clinical Dental Hygiene #2	1
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### Fall:

DEH-30A Clinical Dental Hygiene #3	3.5
DEH-31 Clinical Seminar #2	1
DEH-32 Dental Materials	3
DEH-33 Periodontology	1
DEH-34 Community Dental Health Education #1	1
DEH-35 Community Dental Health Education Practicum #1	1
DEH-36 Research Methodology	2
DEH-37 Nutrition in Dentistry	1

### Winter Intersession:

DEH-30B Clinical Dental Hygiene #4	1
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### Spring:

DEH-40 Clinical Dental Hygiene #5	4
DEH-41 Clinical Seminar #3	1
DEH-42 Practice Management and Jurisprudence	2
DEH-43 Advanced Periodontology	1
DEH-44 Community Dental Health Education #2	1
DEH-45 Community Dental Health Education Practicum #2	1
DEH-46 Advanced Topics in Dental Hygiene	1

The Associate of Science Degree in Dental Hygiene will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the catalog.

## EARLY CHILDHOOD EDUCATION

### EARLY CHILDHOOD EDUCATION (MNR)

**MAS544/MAS544B/MAS544C/MCE544**

The Early Childhood Education program provides an educational and practical foundation for students interested in working with children from infancy through third grade. In addition to theoretical principles, the curriculum offers practical skills and on-site training that will prepare students for employment in the field of Early Childhood Education. The program leads to certificates in Early Childhood Education and/or an Associate of Science Degree. The EAR courses will also fulfill the required child development coursework for the state issued Child Development permit. Information regarding this permit and/or the Early Childhood Education certificates are available from the Early Childhood Education Department.

### Certificate Program Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Develop, implement, and evaluate developmentally appropriate thematic and emergent curriculum for children who are typical and atypical in the areas of physical, cognitive, language, creative and social/emotional growth.
- Develop and apply appropriate practices and effective techniques that respect the cultural diversity of young children and their families.
- Integrate an educational philosophy into classroom practices that reflects a personal belief supportive of theoretical principles regarding how and why young children should receive early educational experiences.

- Develop and implement a system of ongoing observational practices that contributes toward the creation of learning environments conducive to the emergence of curriculum that adapts to the evolving needs of children.

Required Courses (31 units)		Units
EAR-19	Observation and Assessment in Early Childhood Education	3
EAR-20	Child Growth and Development	3
EAR-24	Introduction to Curriculum	3
EAR-25	Teaching in a Diverse Society	3
EAR-26	Health, Safety and Nutrition	3
EAR-28	Principles and Practices of Teaching Young Children	3
EAR-30	Practicum in Early Childhood Education	4
EAR-42	Child, Family, and Community	3
Electives (6 units)		
EAR-23	Family Home Child Care Program	3
EAR-33	Infant and Toddler Development	3
EAR-34	Infant and Toddler Care and Education	3
EAR-38	Adult Supervision and Mentoring in ECE	3
EAR-40	Introduction to Children with Special Needs	3
EAR-41	Practicum in Early Intervention/Special Education	4
EAR-43	Children with Challenging Behaviors	3
EAR-44	Administration I: Programs in Early Childhood Education	3
EAR-45	Administration II: Personnel and Leadership in Early Childhood Education	3
EAR-46	Curriculum and Strategies for Children with Special Needs	3
EAR-47	Childhood Stress and Trauma	3
EAR-53	Parenting: Guiding Young Children-Approaches to Discipline	2
EAR-54	Parenting: Contemporary Parenting Issues	1
EDU-1	Introduction to Elementary Classroom Teaching	4
ENG-30	Children's Literature	3
KIN-6	Introduction to Physical Education for Preschool and Elementary Children	3
KIN-30	First Aid and CPR	3
MUS-1	Teaching Music to Young Children	3

### Child Development Permit

Upon completion of the requirements for the certificate program and 16 units of special courses in general education, the student has fulfilled the course requirements for the Child Development Permit, teacher level. See the State guidelines for experience qualifications and additional levels. For child development interactive video information, see <http://www.rcc.edu/departments/earlychildhoodstudies/Pages/Child-Development-Permit.aspx>

For students interested in transferring to a California State University, please see the requirements for the Associate in Science in Early Childhood Education for Transfer degree in Section IV of this catalog.

**The Associate of Science Degree in Early Childhood Education** will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the catalog.

### EARLY CHILDHOOD INTERVENTION ASSISTANT (MNR) MAS601/MAS601B/MAS601C/MCE601

This certificate is appropriate for students interested in working as an assistant or a paraprofessional in early intervention, early childhood special education, and community child development programs serving children with special needs. In addition to theoretical principles, the curriculum offers practical skills and on-site training that will prepare students for employment in the field of Early Childhood Intervention. The program leads to a certificate in Early Childhood Intervention and/or an Associate of Science degree. The program will also fulfill the required child development coursework for the state issued Child Development Permit. Information regarding this permit and/or the Early Childhood Intervention Certificate is available from the Early Childhood Education Department.

Upon completion of the requirements for the certificate program and 16 units of special courses in general education, the student has fulfilled the course requirements for the Child Development Permit, Teacher Level. See the state guidelines for experience qualifications and additional levels. For interactive video information about the Child Development Permit, see [www.rcc.edu/departments/earlychildhoodstudies/Pages/Child-Development-Permit.aspx](http://www.rcc.edu/departments/earlychildhoodstudies/Pages/Child-Development-Permit.aspx)

#### Certificate Program

##### Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Demonstrate an understanding of family function and structure, along with familial need for information and support that respects and values diverse cultures, values, beliefs and behaviors.
- Demonstrate basic knowledge of laws and regulations pertaining to and protecting children with disabilities and their families. Understand and identify the process of accessing community agencies, referral systems and procedures for specialized support, specialized documents, resources and placement options.
- Describe the typical child development milestones of children birth to adolescence and identify the strengths and special needs of the child in the context of his/her family, early childhood classroom, or early intervention setting.
- Describe the developmental assessment process and outline its role in identifying, planning and intervening for a child with special needs and his/her family, including the process of curriculum development.
- Demonstrate an understanding of the purpose and intent of an inclusive environment that supports the whole child while meeting the individual needs of children with disabilities.

Required Courses (34 units)	Units
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EAR-19	Observation and Assessment in Early Childhood Education	3
EAR-20	Child Growth and Development	3
EAR-24	Introduction to Curriculum	3
EAR-28	Principles and Practices of Teaching Young Children	3
EAR-40	Introduction to Children with Special Needs	3
EAR-41	Practicum in Early Intervention/Special Education	4
EAR-42	Child, Family, and Community	3
EAR-43	Children with Challenging Behaviors	3
EAR-46	Curriculum and Strategies for Children with Special Needs	3

Electives (6 units)

EAR-23	Family Home Child Care Program	3
EAR-33	Infant and Toddler Development	3
EAR-34	Infant and Toddler Care and Education	3
EAR-38	Adult Supervision and Mentoring in ECE	3
EAR-44	Administration I: Programs in Early Childhood Education	3
EAR-47	Childhood Stress and Trauma	3

*The following certificates may lead to employment competency, but do not lead to an Associate of Science degree:*

**EARLY CHILDHOOD EDUCATION / TWELVE CORE UNITS (MNR)**  
MCE797

This certificate prepares the holder to provide service in the care, development, and instruction of children in a child development program. The twelve core units include EAR 20, 24, 28, and 42 and form the foundation upon which further early childhood coursework is built.

**Certificate Program**  
**Program Learning Outcomes**

Upon successful completion of this program, students should be able to:

- Demonstrate an understanding of the theoretical perspectives in human development and education.
- Appraise the role of the child as an active learner.
- Integrate child growth and development into practical and meaningful applications.

Required Courses (12 units)		Units
EAR-20	Child Growth and Development	3
EAR-24	Introduction to Curriculum	3
EAR-28	Principles and Practices of Teaching Young Children	3
EAR-42	Child, Family, and Community	3

**EARLY CHILDHOOD EDUCATION ASSISTANT TEACHER (MNR)**  
MCE795

This certificate enables the holder to care for and assist in the development and the instruction of children in a child development program while under supervision. Students select two classes out of EAR 20, 24, 28, and 42 to meet the requirements for this certificate.

**Certificate Program**  
**Program Learning Outcomes**

Upon successful completion of this program, students should be able to:

- Demonstrate an understanding of the theoretical perspectives in human development and education.
- Appraise the role of the child as an active learner.
- Integrate child growth and development into practical and meaningful applications.

**Required Courses (6 units)** Units

Complete two courses from the list below:		
EAR-20	Child Growth and Development	3
EAR-24	Introduction to Curriculum	3
EAR-28	Principles and Practices of Teaching Young Children	3
EAR-42	Child, Family, and Community	3

**INFANT AND TODDLER SPECIALIZATION (MNR)**  
MCE681

The Infant and Toddler Specialization certificate represents a composite of child development knowledge, skills, and responsibilities integral to working with children ages zero to three. Specific courses emphasize a responsive approach to the care and education of infants and toddlers in center-based programs and family child care homes.

**Certificate Program Program Learning Outcomes**

Upon successful completion of this program, students should be able to:

- Identify the patterns of development for children ages zero to three in the areas of the physical, cognitive and psychosocial domains.
- Understand and implement health and safety practices in environmental concerns and in individual child cleansing and feeding routines.
- Create and maintain an environment of care and learning specific to young infants and newly mobile children.
- Select equipment and materials conducive to the physical, cognitive and psychosocial needs of infants and toddlers.
- Plan and implement a curriculum based on a blend of routine and play activities.
- Use observation to assess child development, curriculum success, and environmental standards of quality, and then implement program adjustments based on assessment outcomes.

Required Courses (12 units)		Units
EAR-20	Child Development	3
EAR-33	Infant and Toddler Development	3
EAR-34	Infant and Toddler Care and Education	3
EAR-35	Practicum in Infant and Toddler Care	3

## EDUCATION PARAPROFESSIONAL

This program prepares individuals to assist a teacher in regular classroom settings or in providing instruction and supervision to special student populations, such as bilingual/bicultural students, special education students, adult learners, and students learning English. This includes instruction in techniques of general classroom supervision, maintaining order, assisting with lessons, and carrying out related assignments.

### EDUCATION PARAPROFESSIONAL (MR)

MAS603/MAS603B/MAS603C/MCE603

#### Certificate Program

Required Courses (25-27 units)		Units
EDU-1	Introduction to Elementary Classroom Teaching	4
COM-1/1H	Public Speaking	3
	or	
COM-9/9H	Interpersonal Communication	3
EAR-20	Child Growth and Development	3
ENG-1A/1AH	English Composition	4
	or	
ENG-50	Basic English Composition	4
HIS-6/6H	Political and Social History of the United States	3
	or	
HIS-7/7H	Political and Social History of the United States	3
Electives (8-10 units)		
EAR-26	Health, Safety and Nutrition	3
ENG-30	Children's Literature	3
KIN-30	First Aid and CPR	3
SPA-3N	Spanish for Spanish Speakers	5

The Associate of Science Degree in Education Paraprofessional will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the catalog.

## EMERGENCY MEDICAL SERVICES

This program prepares individuals, under the remote supervision of physicians, to recognize, assess, and manage medical emergencies in prehospital settings and to supervise ambulance personnel. This includes instruction in basic, intermediate, and advanced EMS procedures; emergency surgical procedures; medical triage; rescue operations; crisis scene management and personal supervision; equipment operation and maintenance; patient stabilization, monitoring, and care; drug administration; identification and preliminary diagnosis of disease and injuries; communication and computer operations; basic anatomy, physiology, pathology, and toxicology; and professional standards and regulations.

### PARAMEDIC (M)

MAS585/MAS585B/MAS585C/MCE585

#### Certificate Program

#### Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Demonstrate the ability to analyze medical and psycho-social strategies while diagnosing and treating illnesses or injuries.
- Perform assessments and treatments that show integration of modern technology and current treatment protocols.
- Evaluate complex medical and emergency conditions and implement emergency scene management strategies to ensure the health and safety of emergency services workers and patients.
- Defend the use of active listening and communication skills so as to render empathetic, respectful, and compassionate patient care and foster constructive relationships with fellow emergency services workers.

Required Courses (49.5 units)		Units
EMS-60	Patient Assessment and Airway Management	4.5
EMS-61	Introduction to Medical Pathophysiology	3
EMS-62	Emergency Pharmacology	4
EMS-63	Cardiology	4
EMS-70	Trauma Management	3.5
EMS-71	Clinical Medical Specialty I	3
EMS-80	Medical Emergencies	4.5
EMS-81	Special Populations	4
EMS-82	Special Topics	3
EMS-83	Clinical Medical Specialty II	3
EMS-90	Assessment Based Management	3
EMS-91	Paramedic Field Internship	10

The Associate of Science Degree in Paramedic will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the catalog.



The following certificate may lead to employment competency, but does not lead to an Associate of Science degree:

**EMERGENCY MEDICAL TECHNICIAN (M) MCE801**

**Certificate Program**

**Program Learning Outcomes**

Upon successful completion of this program, students should be able to:

- Demonstrate the use of active listening, appropriate touch and multicultural understanding of patients that foster constructive relationships in the pre-hospital setting.
- Perform assessments and treatment strategies that adhere to current national and local protocols.
- Evaluate complex sign and symptoms that will allow them to diagnose and treat patients that are ill and injured.

Required Courses (8.5 units)		Units
EMS-50	Emergency Medical Technician	7
EMS-51	Emergency Medical Services-Basic Clinical /Field	1.5

**ENGLISH AS A SECOND LANGUAGE**

The following certificate may lead to employment competency, but does not lead to an Associate of Science degree:

**ENGLISH AS A SECOND LANGUAGE (M) MCE866**

Successful completion of the certificate in English as a Second Language (ESL) provides students, prospective employers, and other community members with documented evidence of persistence and academic accomplishment in ESL.

**Certificate Program**

**Program Learning Outcomes**

Upon successful completion of this program, students should be able to:

- Communicate successfully orally and in writing (allowing for minor second language errors that do not interfere with meaning) and comprehend language at the basic college level in preparation for ENG-50: Basic English Composition.
- Identify and use basic college-level Standard American English to write a short essay using academic vocabulary.
- Respond to a basic college-level reading through writing and competent participation in discussions.
- Employ patterns and expectations of American culture, especially in the college environment. Students will gain confidence working in this environment.

Required Courses (15 units)		Units
ESL-55	Advanced Writing and Grammar	5
ESL-65	American Classroom Culture	1
ESL-73	High Intermediate Reading and Vocabulary	4
ESL-93	Oral Skills III: Advanced Oral Communication	3
Electives	Choose one course from the list below	2

Elective Courses (1 elective)		Units
ESL-90D	Special Topics in ESL: Verb Tense Review	2
ESL-90L	Special Topics in ESL: Punctuation of Phrases and Clauses	2
ESL-90M	Special Topics in ESL: Prepositions and Articles	2
ESL-90P	Special Topics in ESL: Mastering Academic Vocabulary	2

**FIRE TECHNOLOGY**

This program prepares individuals to perform the duties of fire fighters. This includes instruction in fire-fighting equipment operation and maintenance, principles of fire science and combustible substances, methods of controlling different types of fires, hazardous material handling and control, fire rescue procedures, public relations and applicable laws and regulation.

**CHIEF OFFICER (M) MAS826/MAS826B/MAS826C/MCE826**

**Certificate Program**

**Program Learning Outcomes**

Upon successful completion of this program, students should be able to:

- Demonstrate skills and knowledge that is expected in upper-level management positions within the fire service through the application of leadership, management, and ethical decision-making models.
- Develop mission-specific goals and strategies to support executive leadership in fire department daily operations as well as all-risk emergency situations.
- Analyze intergovernmental relationships between city, county, state and federal agencies as they are defined in the National Incident Management System and the State of California Master Mutual Aid Plan.

Required Courses (20 units)		Units
FIT-C2A	Fire Command 2A, Command Tactics at Major Fires	2
FIT-C2B	Command 2B, Management of Major Hazardous Materials Incidents	2
FIT-C2C	Command 2C, High Rise Fire Tactics	2
FIT-C2D	Command 2D, Planning for Large Scale Disasters	2
FIT-C2E	Command 2E, Wildland Firefighting Tactics	1.5
FIT-C40	Advanced Incident Command System (I-400)	.5
FIT-M2A	Organizational Development and Human Relations	2
FIT-M2B	Fire Management 2B, Fire Service Financial Management	2
FIT-M2C	Management 2C, Personnel and Labor Relations	2
FIT-M2D	Fire Management 2D, Master Planning in the Fire Science	2
FIT-M2E	Ethics and the Challenge of Leadership in the Fire Service	2

The Associate of Science Degree in Chief Officer will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the catalog.

**FIRE OFFICER (M)**

MAS827/MAS827B/MAS827C/MCE827

This program is a professional development program designed for experienced firefighters within the firefighting industry. Modeled after the California State Fire Marshal's Fire Officer Certification Program, this program allows students to take courses to satisfy the certification requirements of the State Fire Marshal while simultaneously earning degree credit. The program emphasizes command and leadership principles, and provides breadth in other areas such as fire investigation, fire prevention, and training, which are required competencies for Fire Officers.

**Certificate Program****Program Learning Outcomes**

Upon successful completion of this program, students should be able to:

- Demonstrate the ability to manage all-risk emergency incidents at the Fire Officer level.
- Competently apply leadership and management theories and decision-making models as they relate to the local, state and federal emergency response at the Fire Officer Level.
- Analyze complex emergency response scenarios and effectively identify strategies and tactics for successful mitigation.

Required Courses (18 units)		Units
FIT-A1A	Fire Investigation 1A	2
FIT-C1A	Command 1A, Command Principles for Command Officers	2
FIT-C1B	Command 1B, Command Operations for the Company Officer	2
FIT-C1C	Fire Command 1C, I-Zone Firefighting for Company Officers	2
FIT-C19B	Intermediate Wildland Fire Behavior (S-290)	1
FIT-C30	Intermediate Incident Command System (I-300)	.5
FIT-M1	Fire Management 1, Management/Supervision for Company Officers	2
FIT-P1	Prevention 1, Fire and Life Safety Inspections	2
FIT-TI1A	Training Instructor 1A	1.5
FIT-TI1B	Training Instructor 1B	1.5
FIT-TI1C	Training Instructor 1C	1.5

**The Associate of Science Degree in Fire Officer** will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the catalog.

**FIRE TECHNOLOGY (M)**

MAS555/MAS555B/MAS555C/MCE555

This program prepares individuals for an entry-level career in the fire service by providing a foundation of core concepts, practices, vocabulary, culture, safety, and requirements for the fire service. This program follows the Fire and Emergency Services Higher Education (FESHE) model from the National Fire Academy in Emmitsburg, Maryland and is a component of accreditation from the California State Fire Marshal.

**Certificate Program****Program Learning Outcomes**

Upon successful completion of this program, students should be able to:

- Identify minimum qualifications and entry-level skills for firefighter hiring. The student will be able to describe the following elements: application process; written exam process; physical agility exam, oral interview, chief's interview; background investigation; and firefighting probationary process. Students will identify fire service history, culture and diversity.
- Demonstrate the ability to analyze, appraise and evaluate fire and emergency incidents and identify components of emergency management and firefighting safety including: size-up, report on conditions, Incident Command System; RECEO; 10 Standard Firefighting Orders; 18 Situations that shout "Watch Out"; and common factors associated with injuries and line of duty deaths.
- Identify and comprehend laws, regulations, codes and standards that influence fire department operations, and identify regulatory and advisory organizations that create and mandate them especially in the areas of fire prevention, building codes and ordinances, and firefighter health and safety.
- Analyze the causes of fire, determine extinguishing agents and methods, differentiate the stages of the fire and fire development, and compare methods of heat transfer.
- Identify and describe common types of building construction and conditions associated with structural collapse and firefighter safety.
- Differentiate between fire detection and alarm systems, and identify common health and safety concerns for firefighter and first responders.

Required Courses (26.5 units)		Units
FIT-1	Fire Protection Organization	3
FIT-2	Fire Behavior and Combustion	3
FIT-3	Fire Protection Equipment and Systems	3
FIT-4	Building Construction for Fire Protection	3
FIT-5	Fire Prevention	3
FIT-7	Principles of Fire and Emergency Services Safety	3

Electives (5 units)		
EMS-50 and 51	Emergency Medical Technician and Emergency Medical Services- Basic Clinical/Field	8.5
FIT-6	Fire Apparatus and Equipment	3
FIT-8	Strategies and Tactics	3
FIT-9	Fire Ground Hydraulics	3
FIT-14	Wildland Fire Control	3
FIT-A1A	Fire Investigation 1A	2
FIT-C1A	Command 1A, Command Principles for Command Officers	2
FIT-C1B	Command 1B, Command Operations for the Company Officer	2
FIT-C1C	Command 1C, I-Zone Firefighting for Com Off	2
FIT-C19B	Intermediate Wildland Fire Behavior (S-290)	1
FIT-C30	Intermediate Incident Command System (I-300)	.5
FIT-M1	Fire Management 1, Management/Supervision for Company Officers	2
FIT-P1	Fire Prevention 1: Fire and LifeSafety Inspections	2
FIT-S21	Public Safety Honor Guard Academy	1.5
FIT-TI1A	Training Instructor 1A	1.5
FIT-TI1B	Training Instructor 1B	1.5
FIT-TI1C	Training Instructor 1C	1.5
KIN-35	Foundation for Fitness and Wellness	3
MAG-44	Principles of Management	3
PHI-12	Introduction to Ethics: Contemporary Moral Issues	3

Students who successfully complete the certificate may also be eligible to receive additional certification through FEMA/National Fire Academy.

The Associate of Science Degree in Fire Technology will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

**FIREFIGHTER ACADEMY (M)**

MAS669/MAS669B/MAS669C/MCE669

The Fire Academy program provides students with the educational requirements to be a Firefighter I by meeting the California State Fire Training and National Fire Protection Association standards. This program is part of the California State Fire Marshal's Office Accredited Regional Training Program.

**Certificate Program**

**Program Learning Outcomes**

Upon successful completion of this program, students should be able to:

- Perform skills that meet National Fire Protection Association Standard 1001 for firefighter and California State Fire Marshal Standards for Firefighter 1.
- Demonstrate written and verbal communications skills required for entry-level firefighter positions.
- Analyze emergency and hazardous conditions that are inherent to the firefighting profession.

Required Courses (20.5 units)		Units
FIT-S3A	Introduction to Fire Academy and Physical Conditioning for Fire Academy Students	1.5
FIT-S3	Basic Firefighter Academy	19

The Associate of Science Degree in Firefighter Academy will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

**GENERAL BUSINESS  
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**HUMAN SERVICES**

The Human Services Program prepares students for various paraprofessional positions in human services, such as mental health case manager, job coach/employment specialist, social service intake specialist, or community health worker. Graduates of the program will be prepared to work as entry-level employees in a variety of settings such as group homes, halfway houses, mental health and correctional facilities, family, child and service agencies under the direct supervision of social workers and other human services professionals in public and non-profit social service agencies.

**HUMAN SERVICES (M)**

MAS663/MAS663B/MAS663C/MCE663

**Certificate Program**

**Program Learning Outcomes**

Upon successful completion of this program, students should be able to:

- Demonstrate knowledge and skills needed to prepare for an entry-level paraprofessional position in human services.
- Develop a thoughtful, genuine, and empathetic attitude toward human beings.
- Increase the capacity for self-awareness and personal growth.
- Assist consumers and family members in matching needs with available community resources.
- Expand knowledge, skills, and attitudes necessary to help people better understand and help themselves.

Required Courses (20 units)		Units
HMS-4	Introduction to Human Services	3
HMS-5	Introduction to Evaluation and Counseling	3
HMS-6	Introduction to Case Management	3
HMS-8	Introduction to Group Process	3
HMS-16	Public Assistance and Benefits	1
HMS-200	Human Services Work Experience	1-2-3-4

**Electives (6 units)**

HMS-7	Introduction to Psychosocial Rehabilitation	3
HMS-13	Employment Support Strategies	3
HMS-14	Job Development	3
HMS-18	Introduction to Social Work	3
HMS-19	Generalist Practices of Social Work	3

The **Associate of Science Degree in Human Services** will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the catalog.

*The following certificate may lead to employment competency, but does not lead to an Associate of Science degree:*

#### EMPLOYMENT SUPPORT SPECIALIZATION (M)

MCE802

This program prepares students to apply technical knowledge and skills to provide employment support for individuals with disabilities and their family members.

##### Certificate Program

##### Program Learning Outcomes

Upon successful completion of the program, students will be able to:

- Demonstrate ability to help individuals become employable and self-sufficient.
- Provide follow-up services to help individuals maintain employment.
- Demonstrate ability to assist individuals with knowledge about benefits, eligibility requirements and available services and resources.

Required Courses (4 units)		Units
HMS-13	Employment Support Strategies	3
HMS-16	Public Assistance and Benefits	1

### MANAGEMENT SEE BUSINESS ADMINISTRATION

### MARKETING SEE BUSINESS ADMINISTRATION

### MEDICAL ASSISTING

This program prepares individuals to provide medical office administrative services and perform clinical duties including patient intake and care, routine diagnostic and recording procedures, pre-examination and examination assistance, administration of medications, and first aid under the supervision of a physician. This includes instruction in basic anatomy and physiology; medical terminology; medical law and ethics; patient psychology and communications; medical office procedures; and clinical/diagnostic examination, testing, and treatment procedures.

#### ADMINISTRATIVE/CLINICAL MEDICAL ASSISTING (M)

MAS718/MAS718B/MAS718C/MCE718

##### Certificate Program

##### Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Demonstrate competency in clinical and/or administrative skills needed to prepare for an entry level position in Medical Assisting.

Required Courses (22 units)		Units
MDA-1A	Medical Terminology IA	3
MDA-1B	Medical Terminology IB	3
MDA-54	Clinical Medical Assisting and Pharmacology	5
MDA-59	Medical Office Procedures	5
Electives	(Choose from list below)	6

##### Electives (6 units)

CIS-1A	Introduction to Computer Information Systems 3 or	
BUS/CAT/CIS-3	Computer Applications for Business	3
CAT-50	Keyboarding and Document Processing	3
CAT/CIS-80	Word Processing: Microsoft Word for Windows	3

The **Associate of Science Degree in Administrative/Clinical Medical Assisting** will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

#### MEDICAL TRANSCRIPTION (M)

MAS701/MAS701B/MAS701C/MCE701

The purpose of the course is to prepare the individual to be a medical language specialist who will apply the knowledge of medical terminology, anatomy and physiology, and English language rules to the transcription and proofreading of medical dictation from various healthcare providers. The individual will interpret and transcribe dictation by physicians and other healthcare professionals regarding patient assessment, therapeutic procedures, and clinical course, to provide a permanent medicolegal record of patient care. This includes preparing the individual to recognize, interpret and evaluate inconsistencies in the grammar of the spoken word and appropriately edit, revise and clarify it without changing the meaning of the dictation. The individual will be prepared to demonstrate an understanding of the medicolegal responsibilities and implications related to the transcription of documents in order to protect the patient and the institution/business facility. The operation of designated word processing, dictation and transcription equipment and software will be included.

##### Certificate Program

##### Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Demonstrate the skills needed in the Medical Transcription profession.

Required Courses (26 units)		Units
BIO-45	Survey of Human Anatomy and Physiology (Formerly AMY-10)	3
MDA-1A	Medical Terminology IA	3

MDA-1B	Medical Terminology IB	3
MDA-58A	Medical Transcription	5
CAT-30	Business English	3

Electives (9 units)

MDA-58B	Advanced Medical Transcription	3
MDA-60	Survey of Human Diseases	2
MDA-61	Pharmacology for Medical Office Personnel	2
BUS/CAT/CIS-3	Computer Applications for Business	3
CAT-50	Keyboarding and Document Processing	3
CAT/CIS-80	Word Processing: Microsoft\ Word for Windows	3

The Associate of Science Degree in Medical Transcription will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the catalog.

**MUSIC**

**MUSIC (M) MAA564/MAA564B/MAA564C**

The Associate of Arts in Music from Moreno Valley College offers students a systematic plan of study for developing skills in music theory, musicianship, music literature, collaborative performance, and keyboard proficiency. The program provides students with broad knowledge of the field of film music and/or Western musical history through listening and writing and opportunities to focus on preparation for specific career paths, such as music therapy, musicology, independent studio teaching, or general music. Students planning to transfer to a four-year institution and major in music should consult with a counselor regarding the transfer process and lower division requirements.

**Associate of Arts Degree Program Learning Outcomes**

Upon successful completion of this program, students should be able to:

- Demonstrate proficiency in musicianship skills including functional keyboard skills.
- Successfully communicate within the music environment using notation, computer skills, written expression, and oral communication skills.



- Analyze and evaluate notated music using appropriate symbols.
- Compare historical style periods in Western concert from the Middle Ages to the present or to compare film music styles with other styles of music.
- Prepare stylistically sensitive performance interpretations on an instrument or voice.

Required Courses (19 units)

Core Requirements (13 units)		Units
MUS-4	Music Theory I	4
MUS-22	Survey of Music Literature	3
MUS-19/19H	Music Appreciation/Honors	3
MUS-29	Concert Choir	1

Electives (2 units)

MUS-30	Class Voice	1
MUS-31	College Choir	1
MUS-32A	Class Piano I	1
MUS-32B	Class Piano II	1
MUS-32C	Class Piano III	1
MUS-32D	Class Piano IV	1
MUS-37	Class Guitar	1
MUS-38	Beginning Applied Music I	2
MUS-53	Keyboard Proficiency	1
MUS-57	Gospel Singers	1
MUS-58	Gospel Choir	1
MUS-70	Guitar Lab Ensemble	1
MUS-71	College Chorus	1
MUS-78	Beginning Applied Music Training II	2
MUS-83	Advanced Chamber Choir	1
MUS-87	Applied Music Training	1
MUS-P70	Guitar Lab Ensemble II	1

In addition choose and complete courses from one emphasis below:

**Music History Emphasis**

Core Requirements	13
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and

MUS-20	Great Composers and Masterpieces of Music before 1820	3
MUS-21	Great Composers/Music Masterpieces After 1820	3

**Music Therapy Emphasis**

Core Requirements	13
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and

MUS-5	Music Theory II	4
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Take two of the following

MUS-32A	Class Piano I	1
MUS-32B	Class Piano II	1
MUS-32C	Class Piano III	1
MUS-32D	Class Piano IV	1
MUS-37	Class Guitar	1

**General Music Emphasis**

Core Requirements (and)	13
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MUS-5 Music Theory II	4
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## Electives (2 units)

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MUS-30 Class Voice	1
MUS-31 College Choir	1
MUS-32A Class Piano I	1
MUS-32B Class Piano II	1
MUS-32C Class Piano III	1
MUS-32D Class Piano IV	1
MUS-37 Class Guitar	1
MUS-38 Beginning Applied Music I	2
MUS-53 Keyboard Proficiency	1
MUS-57 Gospel Singers	1
MUS-58 Gospel Choir	1
MUS-70 Guitar Lab Ensemble	1
MUS-71 College Chorus	1
MUS-78 Beginning Applied Music II	2
MUS-83 Advanced Chamber Choir	1
MUS-87 Applied Music Training	1
MUS-P70 Guitar Lab Ensemble II	1

The Associate of Arts Degree in Music will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the catalog.

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