

SUGGESTED READING:

Suggested reading may be defined for each topic class and included in the outline.

REQUIRED WRITING:

Required writing or skills demonstration will be defined for each topic class and included in the outline.

OUTSIDE ASSIGNMENTS:

Students are expected to spend a minimum of three hours per unit per week in class and on outside assignments, prorated for short term classes.

Outside assignments will be defined for each topic class and included in the outline.

INSTRUCTIONAL METHODOLOGY:

Check all that apply:

- lecture
- laboratory
- lecture-laboratory combination
- directed study

This course may be offered as a distance education course and meets Title 5 regulations 55370, 55372, 55374, 55376, 55378, and 55380.

Yes No

If yes, check all that apply. (See guidelines for preparation for definitions.)

- telecourse
- mediated instruction
- computer assisted instruction

GRADING POLICY AND STANDARDS (include methods of determining whether the stated objectives have been met by students):

The student's grade will be based on demonstrated proficiency in the subject matter and the ability to demonstrate that proficiency by means appropriate to the instructional method. Grading policy and standards will be defined for each topic class and included in the outline.

IS COURSE REPEATABLE FOR REASON(S) OTHER THAN DEFICIENT GRADE?

Yes No Number of times course may be taken for credit: 4.

If yes, identify specific provision of Title 5 Division 2 section(s) 55761-55763 and 58161 which qualifies course as repeatable: 58161-1-C

CONTACT PERSON: Director, Vocational Programs, Ext. 2286