

## Noncredit Courses and Certificates **8**



## Noncredit Courses and Certificates

Noncredit education fulfills the mandate to California's Community Colleges to provide noncredit courses designed to meet the special needs and capabilities of those students who do not desire or need to obtain unit credit. These courses provide developmental, occupational and other general educational opportunities as may be deemed necessary to provide for the civic and liberal education of the citizens of the community. All classes are taught by qualified instructors. The program is offered by Occupational & Noncredit Programs within the Division of Career, Technical, and Extended Education Division.

The State has defined the following nine specific categories for funding: Parenting Education, Elementary and Secondary Basic Skills, English as a Second Language, Immigrant Education, Education Programs for Persons with Substantial Disabilities, Short-term Vocational Programs, Education for Older Adults, Education Programs for Home Economics, and Health and Safety Education.

To make the classes and programs more accessible, classes are offered throughout the district in community and senior centers, museums, parks, libraries, banks, churches, convalescent hospitals, as well as at the San Marcos campus, the Escondido Center, and six Palomar College education sites.

The classes may vary in length from four weeks to seventeen weeks. Although some classes are tailored for a specific student constituency, all classes are open to the public. No enrollment fees are charged for the noncredit classes. Students who take noncredit classes on the San Marcos campus or at the Escondido Center will be required to pay health fees and parking fees.

Noncredit certificates of completion are offered in Adult Basic Education and in English as a Second Language.

## Adult Basic Education (N ABED)

Contact the English as a Second Language Department for further information and registration procedures at (760) 744-1150, ext. 2272.

### Adult Basic Education Noncredit Certificate of Completion

This two-course sequence is designed to equip students with the basic reading and writing skills, basic computational skills and critical thinking skills needed for employment or to prepare for GED preparation courses, job training and college level courses for a career or for associate or transfer degree programs. In order to earn a certificate, students must successfully complete N ABED 202.

#### Certificate Requirements

N ABED 201	Literacy/Adult Basic Education I
N ABED 202	Literacy/Adult Basic Education II

#### COURSE OFFERINGS

##### N ABED 201 Literacy/Adult Basic Education I

96 to 192 hours lecture

This course is designed to help learners to improve basic reading and writing skills, basic arithmetic computational skills, and critical thinking skills; to develop skills for the workplace; and to prepare for future educational opportunities. Learners participate in an individually prescribed program which includes classrooms activities, independent activities, collaborative learning, and mediated learning.

##### N ABED 202 Literacy/Adult Basic Education II

96 to 192 hours lecture

This course is designed to help learners to improve reading and writing skills, computational skills, critical thinking skills; to develop basic computer skills; to develop skills for the workplace; and to prepare for future educational opportunities. Learners participate in an individually prescribed program which includes classrooms activities, independent activities, collaborative learning, and mediated learning.

## Basic Education (N BASC)

Contact the Occupational & Noncredit Programs Department at (760) 744-1150, ext. 2155 for further information and registration procedures.

#### COURSE OFFERINGS

##### N BASC 200 Literacy/Adult Basic Education

64-96 hours lecture

This course is designed to help learners improve basic reading skills, critical thinking skills, computational skills, and writing skills; to develop skills for the workplace; and to prepare for future educational opportunities. Learners participate in an individually prescribed program which includes classroom activities, independent activities, collaborative learning, and mediated learning.

##### N BASC 201 Algebra Review

8 hours lecture

Review concepts and problem solving techniques from beginning algebra, with emphasis on basic operations with signed number polynomials and linear functions. Topics include problem-solving techniques, algebraic expressions, polynomials, linear equations, integer exponents, proportions, and radicals. Course is intended for students who have passed an introductory algebra class.

##### N BASC 202 Supervised Tutoring

16 hours laboratory

This course provides supplemental instruction in academic subjects for individual students to improve their knowledge or abilities in the tutored subject.

##### N BASC 205 Preparation for Child Development Careers

42 to 48 hours lecture

This course is designed to prepare students to enter the Child Development major. Reading and writing skills in human development from conception through adolescence. Basic understanding of theories and background of Child Development will be covered.

## Career and Technical Education (N CTED)

Contact the Occupational & Noncredit Programs Department at (760) 744-1150, ext. 2155 for further information and registration procedures.

#### COURSE OFFERINGS

##### N CTED 600 Basic Blueprint Reading

32 hours lecture/laboratory

This course will cover the fundamental functions and structure of blueprints. Course content will include construction drawings, line symbols, freehand sketching and pictorial drawings.

##### N CTED 601 P.C. 832 Arrest and Control

40 hours lecture

A POST-approved arrest and control course covering professional orientation, law, laws of evidence, investigation, community relations, communications (report writing), and arrest and control. Excludes firearms course. Meets POST requirements for the P.C. 832 40-hour course. Required for those peace officers who make arrests.

##### N CTED 602 Shop Safety and Hand Tools

8 hours lecture/laboratory

This entry level course stresses the importance of safety while working in the automotive shop. Students will learn the proper operation and maintenance of a variety of hand tools. These skills are needed in many mechanical trades.

##### N CTED 603 Measuring Tools

6 hours lecture/laboratory

Students will learn the basics of performing precise measurements using a variety of special measuring tools, a primary skill in many mechanical trades.

**N CTED 604 Power Tools***10 hours lecture/laboratory*

Students will learn the proper operation and maintenance of a variety of power tools. Both hand-held and stationary tools will be included. The operation of this equipment is required in many mechanical trades.

**N CTED 605 Basic Tutoring Training***16 to 32 hours lecture/laboratory*

This course will teach college students to tutor other college students through lectures, discussions, video tapes, and practical experience.

**Citizenship (N CTZN)**

Contact the English as a Second Language Department for further information and registration procedures at (760) 744-1150, ext. 2272.

**COURSE OFFERINGS****N CTZN 400 Citizenship***18 to 48 hours lecture*

A general survey of U.S. history, government and civics, including culture, institutions, and use of community services and agencies. Designed to assist eligible individuals to become United States citizens. Includes practice of oral/aural/literacy skills in English necessary to pass an oral and written test with an Immigration and Naturalization Service official.

**Disability Education (N DSAB)**

Contact the Disability Resource Center at (760) 744-1150, ext. 2375 or the Occupational & Noncredit Programs Department at (760) 744-1150, ext. 2155 for further information and registration procedures.

**COURSE OFFERINGS****N DSAB 500 Music and Movement***8-48 hours laboratory*

This course facilitates the stimulation and integration of visual, tactile, and auditory senses through the use of music and physical movement, targeting receptive and expressive language skills, as well as gross and fine motor skills.

**N DSAB 501 Independent Living Skills***48-150 hours lecture/laboratory*

This course will provide independent living skills for the developmentally delayed, the adult acquired brain injury population, and the adventitiously blind population and stresses the practical application of basic skills and their use in daily life situations. Certain aspects of the course may be adapted to meet the specific needs of the student population being taught.

**N DSAB 502 Creative Expression through Art***24-51 hours laboratory*

This course facilitates participant's development of cognitive and social skills, as well as fine and gross motor development, through experience and participation in various art activities related to and including expressive art projects.

**English as a Second Language (N ESL)**

Contact the English as a Second Language Department for further information and registration procedures at (760) 744-1150, ext. 2272.

**English as a Second Language Noncredit Certificate of Completion**

This sequence of seven courses is designed to equip non-native speakers of English with the listening, speaking, reading and writing skills at the high intermediate level in English needed for employment or to successfully complete college level courses for a career or for associate or transfer degree programs. An assessment

process determines appropriate initial placement in the sequence. In order to earn a certificate, students must successfully complete N ESL 306. The sequence is articulated with credit vocational English as a second language courses that prepare students to enter six recognized career fields and with degree applicable credit reading and composition courses.

The following course may be substituted: ESL 36 for N ESL 306.

**Certificate Requirements**

N ESL 300	Basic ESL
N ESL 301	Beginning ESL I
N ESL 302	Beginning ESL II
N ESL 303	Beginning ESL III
N ESL 304	Intermediate ESL I
N ESL 305	Intermediate ESL II
N ESL 306	Intermediate ESL III

**COURSE OFFERINGS****N ESL 300 Basic ESL***48 to 192 hours lecture/laboratory*

Basic literacy and conversation development for non-native speakers of English.

**N ESL 301 Beginning ESL I***48 to 192 hours lecture/laboratory*

Listening, speaking, reading, and writing skills for non-native speakers of English at the low-beginning level.

**N ESL 302 Beginning ESL II***48 to 192 hours lecture/laboratory*

Listening, speaking, reading, and writing skills for non-native speakers of English at the mid-beginning level.

**N ESL 303 Beginning ESL III***48 to 192 hours lecture/laboratory*

Listening, speaking, reading, and writing skills for non-native speakers of English at the high-beginning level.

**N ESL 304 Intermediate ESL I***48 to 192 hours lecture/laboratory*

Listening, speaking, reading, and writing skills for non-native speakers of English at the low-intermediate level.

**N ESL 305 Intermediate ESL II***48 to 192 hours lecture/laboratory*

Listening, speaking, reading, and writing skills for non-native speakers of English at the mid-intermediate level.

**N ESL 306 Intermediate ESL III***48 to 192 hours lecture/laboratory*

Listening, speaking, reading, and writing skills for non-native speakers of English at the high-intermediate level.

**Home Economics Education (N HMEC)**

Contact the Occupational & Noncredit Programs Department at (760) 744-1150, ext. 2155 for further information and registration procedures.

**COURSE OFFERINGS****N HMEC 101 Basic Sewing Skills***48 hours lecture/laboratory*

The basic skills necessary for quality construction of apparel items will be presented, demonstrated, and applied.

## Health and Safety Education (N HSED)

Contact the Occupational & Noncredit Programs Department at (760) 744-1150, ext. 2155 for further information and registration procedures.

### COURSE OFFERINGS

#### **N HSED 900 Rape Aggression Defense**

12 hours lecture

The Rape Aggression Defense (R.A.D.) course provides realistic self-defense tactics and techniques for women. The R.A.D. system is a comprehensive, women-only course that begins with awareness, prevention, risk reduction and risk avoidance, and progresses to the basics of hands-on defense training.

#### **N HSED 901 Community Emergency Response Team**

24-30 hours lecture

Provides instruction and basic skills to private citizens which enable them to assist first responders and other community members in the aftermath of a disaster.

#### **N HSED 902 Senior Volunteer Patrol Academy**

52 hours lecture

Designed to prepare senior citizens to join the San Diego Sheriff's Department's Senior Volunteer Patrol Program. Senior volunteers perform a wide variety of duties and provide essential community services. Instruction will be provided in the use of police radios, operation of patrol vehicles, routine patrol duties, patrol safety, fingerprinting, and CPR. The student will participate in several ride-alongs and scenario training exercises.

## Older Adult Education (N ADLT)

Contact the Occupational & Noncredit Programs Department at (760) 744-1150, ext. 2155 for further information and registration procedures.

### COURSE OFFERINGS

#### **N ADLT 700 Be Alive—Exercise**

8-72 hours laboratory

A low impact aerobic exercise program designed specifically for the adult student. Exercises incorporate gentle but effective movements to increase endurance, flexibility, agility, strength, and muscle tone. Stretch bands and weights may be incorporated into the course. The course may be adapted for individuals with physical challenges.

#### **N ADLT 701 Current and Newsworthy**

16-48 hours lecture

A multi-media approach to the discussion of current local, national, and international events that will provide a frame of reference for exploration of historical and personal events. Guest speakers may be invited to address the group on specific topics. The class may be modified for skilled and day care residents. Course may be adapted for skilled and day care residents.

#### **N ADLT 702 Drawing, Beginning (Portrait)**

16-54 hours lecture/laboratory

Key elements necessary to draw the human figure and face with pencil, colored pencil, pen and ink, conte, charcoal, pastels, and mixed media.

#### **N ADLT 703 Experimental Arts/Mixed Media**

16-54 hours lecture/laboratory

Design and execution of works of art that incorporate a variety of media including but not limited to watercolor, oils, acrylics, colored pencils, pen and ink, pastels, wood, metal, fibers, and 'found' objects.

#### **N ADLT 704 Focus on North County**

16-54 hours laboratory

To explore and appreciate the unique character of San Diego through its history, people and cultures with an emphasis on providing older adults with the opportunity to be a vital participant in the community.

#### **N ADLT 705 Folk Medicine/Herbology**

16-48 hours lecture/laboratory

An exploration of the historical use of herbology and folk medicine and its incorporation by modern western practitioners into an holistic approach to health care and disease prevention.

#### **N ADLT 706 Hatha Yoga**

12-72 hours lecture/laboratory

This course will allow the individual to progress from beginner to advanced status. Yoga integrates static and dynamic physical postures with mental discipline to achieve greater well-being. Students will increase strength, flexibility, and balance; decrease mental and physical stress; and improve circulation throughout the body.

#### **N ADLT 707 Portrait Painting**

16-72 hours lecture/laboratory

The fundamentals of painting the human figure and face using oil based media, acrylics, watercolor, and/or mixed media.

#### **N ADLT 708 Quilting**

16-72 hours lecture/laboratory

This course presents the design and execution of various techniques to produce a quilt. A variety of quilt designs will be presented.

#### **N ADLT 709 So You Want to Write**

16-72 hours lecture/laboratory

This course gives a practical approach to becoming a writer. The course will employ the read/critique format combined with lecture and guest speakers. Written self expression will be enhanced through exploration and appraisal of a variety of genre, elements of style, and introduction to the basic concepts of writing fiction and nonfiction. Students will gain practical knowledge regarding: selecting an agent; "pitching" a script idea; evaluating the options of self-publication and/or online publication; and submitting letters of inquiry, proposals and manuscripts to a variety of media.

#### **N ADLT 710 Stitchery**

16-72 hours lecture/laboratory

This course will introduce the design and production of a variety of handicrafts, folk arts, and needle arts. Attention will focus on integrating various materials, patterns, and techniques into creating unique artifacts.

#### **N ADLT 711 Watercolor**

16-72 hours lecture/laboratory

Instruction in basic to advanced techniques of transparent watercolor as a unique art form.

#### **N ADLT 712 Drawing with Colored Pencils**

16-72 hours lecture/laboratory

A variety of methods for using dry and wet colored pencils will be explored. Students will also learn how to use these materials with other materials such as graphite and ink. Students will learn to select the appropriate paper and pencils to achieve the desired effect of their work.

#### **N ADLT 713 Beginning Tai Chi Kung**

12-72 hours lecture/laboratory

Heart Coherent Tai Chi Kung provides practical training, with scientific and philosophical rationale and evidence, by which participants may improve and maintain holistic wellness. The practice of Heart Coherent Tai Chi Kung moving meditation and exercise offers a path to stress management, improved strength, flexibility, and balance and harmony of body and mind. This is an on-going course for learning and deepening into various Tai Chi Kung healing and wellness patterns, beginning with the Taking Wings Heart Coherent Tai Chi Kung form and expanding to others, continuing from semester to semester.

#### **N ADLT 714 Glazing Techniques**

24-48 hours laboratory

This course will cover methods glazing using acrylic glazing mediums.