

# **SUMMER SEMESTER BEGINS JUNE 14**



- **4-week Session:** June 28 July 22, 2021
- 6-week Session: June 14 July 22, 2021
- 8-week Session: June 14 August 5, 2021

# President's Message



555 Ralph Appezzato Memorial Pkwy, Alameda, CA 94501

#### **Dear Students and Community Members:**

Our goal here at College of Alameda is to provide you with a world-class education so that you may achieve your dreams and succeed in life. A college education can make a tremendous difference in one's quality of life and offers greater potential for a satisfying career with higher earnings.

Whether you are a new or continuing college student, enrolling in College of Alameda's online summer sessions is a smart way to get a jump start on your college education. With three robust summer sessions to choose from, you can earn full-term course credit in as little as four, six, or eight weeks.

Our eight-week summer session begins on June 14, 2021, and concludes on August 5, 2021. The six-week summer session is from June 14, 2021, to July 22, 2021, and our four-week session is from June 28, 2021, to July 22, 2021.

There are many great classes to choose from this summer and most courses are transferable to four-year colleges and universities. At a cost of \$46 per unit, enrollment is affordable and financial aid is also available to eligible students.

Due to the COVID-19 pandemic, our physical campus remains closed for the summer and classes will be offered online or in a hybrid format with a full-range of online student support services provided.

Stay well and I hope that you will join us this summer!

Warmest regards,

Nathaniel Jones III, Ph.D., MBA

President

College of Alameda



# 2021 Summer Sessions @ College of Alameda

#### Four-week Session:

June 28 - July 22, 2021

#### Six-week Session:

June 14 - July 22, 2021

# **Eight-week Session:**

June 14 – August 5, 2021

# **Academic Calendar**

| Date    | Day | Event   |
|---------|-----|---|
| June 14 | М   | Day and Evening Instruction Begins  |
| June 20 | Su  | Last Day to Submit Census Roster- Instructors Verify Enrollment   |
| June 20 | Su  | Last Day to Drop Regular Session Classes and Receive A Refund Note: Short-term and open-entry classes must be droppedwithin 10% of the first class meeting to receive a refund. |
| June 20 | Su  | Last Day to Drop Regular Session Classes Without a "W" Appearing on Transcripts   |
| June 20 | Su  | Last Day to Add Summer Session Classes  |
| June 23 | W   | Last Day to File for PASS/NO PASS Grading Option  |
| July 1  | Th  | Last Day to File Petitions for AA or AS Degree/Certificate  |
| July 5  | М   | Independence Day – Holiday Observance   |
| July 14 | W   | Last Day to Withdraw from Regular Session Classes and Receive a "W". All outstanding fees are due even if classes are dropped on this day.                                      |
| July 14 | W   | Last Day to Submit Attendance Roster  |
| July 22 | Th  | Summer Session Ends   |
| July 29 | Th  | Last Day to Submit Grades/Rollbooks   |

NOTE: Last day to drop without a "W" appearing on transcript may vary for Short-Term and Open-Entry, Open-Exit classes. Dates are subject to change, see the online Academic Calendar www.peralta.edu for the latest information

# **District Directory**

Since 1964, the Peralta Community College District - comprised of Berkeley City College, College of Alameda, Laney College and Merritt College - has served the cities of Alameda, Albany, Berkeley, Emeryville, Oakland and Piedmont by providing 25,000 students each semester with a range of educational programs and life-long learning opportunities.

| DISTRICT DEPARTMENT               | PHONE            | EMAIL                     | WEBSITE                              |
|-----------------------------------|------------------|---------------------------|--------------------------------------|
| Admissions & Records              | (510) 466 - 7368 | admissions@peralta.edu    | web.peralta.edu/admissions/          |
| Childcare (Laney & Merritt)       | See Below *      |                           | web.peralta.edu/childcare/           |
| Distance Education                |                  |                           | web.peralta.edu/de/                  |
| Financial Aide                    |                  |                           | web.peralta.edu/financial-aid/       |
| Health Services                   | (510) 466-7324   | mkelly@peralta.edu        | web.peralta.edu/health-services/     |
| International Education           |                  | international@peralta.edu | international.peralta.edu/           |
| Interpreter Services              | (510) 464-3299   | sdadzie@peralta.edu       | web.peralta.edu/interpreterservices/ |
| Scholarships (Peralta Foundation) | (510) 587-7809   | pfs@peralta.edu           | peraltafoundation.org                |
| Student Government                |                  |                           | web.peralta.edu/studentgovernment/   |

<sup>\*</sup>Laney College Children's Center: (510) 464-3575 & (510) 464-3576 Merritt College Children's Center (510) 436-243

Due to the ongoing COVID-19 shelter at home orders, **all offices and classes are physically closed**. All services and classes are being offered remotely with the exception of a few in-person labs and CTE courses. Also, please visit **safe.peralta.edu/** for the latest updates on all PCCD classes and operations affected by COVID-19.

# Campus Directory & Important Services



#### College of Alameda Main Number

General Information: (510) 522-7221

Fax: (510) 769-6019

Due to the ongoing COVID-19 shelter at home orders, all offices and classes are physically closed. All services and classes are being offered remotely with the exception of a few in-person labs and CTE courses. Also, please visit safe.peralta.edu/ for the latest updates on all PCCD classes and operations affected by COVID-19.

| Aviation Facility (North Field  | (510) 748-2290 |
|---------------------------------|----------------|
| Business Office                 | (510) 748-2235 |
| Career & Workforce Education    | (510) 748-2316 |
| Instruction, Vice President     | (510) 748-2352 |
| Liberal Studies & Language Arts | (510) 748-2373 |
| Police/Escort Services          | (510) 466-7236 |

| President's Office                           | (510) 748-2273 |
|--|----------------|
| Science, Technology, Engineering, Art, Mathe | ematics        |
| (S.T.E.A.M.) - Main Office                   | (510) 466-5370 |
| Student Services Administrative Office       | (510) 748-2205 |
| Supervisor, Evening (During Academic Year)   | (510) 748-2311 |

### Important Student Services (Hours Subject to Change)

Note: Refer to college websites for information on extended office hours during peak enrollment.

#### **Admissions & Records**

Room A101 (510) 748-2228 Monday - Friday, 8:00 a.m. - 4:30 p.m.

#### **Adult Education Transitions**

(510) 748-5250

Monday - Friday 8:00 a.m. - 4:30 p.m.

#### **ESOL Self-Guided Assessment**

https://alameda.peralta.edu/student-service/placement/

#### **Bookstore**

(510) 748-2246 Monday - Thursday

Monday - Thursday, 8:00 a.m. - 5:00 p.m.

Friday, 9:00 a.m. - 3:00 p.m.

#### **CalWORKs**

(510) 748-2258

Monday - Friday, 8:00 a.m. - 4:30 p.m.

#### Cashier's Office

(510) 748-2224

Monday, 8:00 a.m. - 6:30 p.m.

Tuesday - Friday, 8:00 a.m. - 4:00 p.m.

#### Counseling

(510) 748-2209

Monday, 8:00 a.m. - 7:00 p.m.

Tuesday - Friday, 8:00 a.m. - 4:30 p.m.

# Programs and Services for Students with Disabilities

(510) 748-2328

Monday - Friday, 8:00 a.m. - 4:45 p.m.

# Campus Directory & Important Services

# Extended Opportunity Programs and Services (EOPS)/Cooperative Agencies Resources for Education (CARE) Cal WORKs

(510) 748-2258

Monday - Friday, 8:00 a.m. - 4:30 p.m.

# Cooperating Agencies Foster Youth Education Support (CAFYES) Program

(510) 748-2258

Monday - Friday, 8:00 a.m. - 4:30 p.m.

#### Financial Aid

(510) 748-2391

Monday - Friday, 8:00 a.m. - 4:30 p.m.

#### **Learning Resources Center**

(510) 748-2307

Monday - Thursday, 9:00 a.m. - 5:00 p.m. Friday, 9:00 a.m. - 2:00 p.m.

#### Library

(510) 748-2398

Monday - Thursday, 7:50 a.m. - 7:50 p.m.

Friday, 7:50 a.m. - 3:50 p.m.

#### Lost & Found

(510) 748-2327

Monday - Friday, 9:00 a.m. - 3:00 p.m.

#### **One-Stop Career Center**

(510) 748-2208

Monday, Tuesday, Thursday, 9:00 a.m. - 4:30 p.m. Wednesday and Friday, 9:00 a.m. - 12:00 p.m.

#### Photo I.D.

Monday - Friday, 8:00 a.m. - 4:30 p.m. Student Activities & Campus Life Location: Room F217 (510) 748-2327

#### **Student Payroll**

(510) 748-2212

#### Transfer Center

Monday - Friday, 8:00 a.m. - 4:30 p.m.

#### **Tutorial Center**

(510) 748-2307

#### Writing Center/Language Lab, Open Lab & Math Lab

Monday -Thursday, 10:00 a.m. - 6:00 p.m. Friday 10:00 a.m. - 2:00 p.m.

Open Lab: Monday - Thursday, 8:00 a.m. - 6:00 p.m.

Fridays 8:00 a.m. - 2:00 p.m.

#### **Umoja Learning Community**

Monday - Friday, 9:00 a.m. - 4:30 p.m.

#### **Veterans Resource Center**

(510) 748-5293 or (510) 748-5284 Monday - Friday, 8:00 a.m. - 4:30 p.m.

#### **Welcome Center**

(510) 748-2184

Monday, 8:00 a.m. - 7:00 p.m.

Tuesday - Friday, 8:00 a.m. - 4:30 p.m.

# **Table of Contents**

| President's Message                          | 2  |
|--|----|
| Academic Calendar                            | 3  |
| District Directory                           | 4  |
| Campus Directory & Important Services        | 5  |
| Admissions Information                       | 8  |
| Fees Information                             | 9  |
| Refund Information                           | 11 |
| California College Promise Grant             | 12 |
| Campus Solutions, Email & Canvas             | 13 |
| Steps For Success                            | 14 |
| Apply & Enroll                               | 15 |
| Financial Assistance General Information     | 16 |
| Financial Aid - How to Apply                 | 17 |
| Financial Aid - Frequently Asked Questions   | 18 |
| Prerequisite/Corequisite Policy & Procedures | 20 |
| Degrees & Certificates                       | 21 |
| Services & Information                       | 25 |
| Common Enrollment Issues                     | 29 |
| Locate Classes & Enroll                      | 29 |
| Waitlist                                     | 30 |
| Add Deadlines                                | 32 |
| California Dream Act                         | 33 |
| AB705 Information                            | 34 |
| Summer Course Listings                       | 35 |
| International Education                      | 43 |
| Study Abroad Programs                        | 44 |
| Important Student Services                   | 45 |
| College District Policies                    | 46 |
| Safety Services                              | 52 |
| Peralta Colleges Foundation                  | 55 |
| Campus Maps                                  | 57 |
| The Alameda Promise                          | 50 |

#### **USE OF PHOTOGRAPHY**

The Peralta Colleges, a non-profit California Community College, reserves the right to take and use photographs, video and electronic images of students and visitors taken on college property and at college-sponsored events for marketing and promotional purposes.

Objection must be made in writing to: The Department of Marketing, Communication and Public Relations, 333 East 8th Street, Oakland, CA 94609



#### College of Alameda

555 Ralph Appezzato Memorial Parkway Alameda, CA 94501 · (510) 522-7221 Admissions & Records (510) 748-2228 Counseling (510) 748-2209 Financial Aid (510) 748-2391 www.alameda.peralta.edu

# BERKELEY CITY COLLEGE

#### **Berkeley City College**

2050 Center Street

Berkeley, CA 94704 · (510) 981-2800

Admissions & Records (510) 981-2805

Counseling (510) 981-5036

Financial Aid (510) 981-2807

www.berkeleycitycollege.edu



#### Laney College

900 Fallon Street
Oakland, CA 94607 · (510) 834-5740
Admissions & Records (510) 464-3121
Counseling (510) 464-3152
Financial Aid (510) 464-3414
www.laney.edu



#### Merritt College

12500 Campus Drive
Oakland, CA 94619 · (510) 531-4911
Admissions & Records (510) 436-2487
Counseling (510) 436-2475
Financial Aid (510) 436-2467

www.merritt.edu



#### Peralta Community College District

333 East 8th Street
Oakland, CA 94606 · (510) 466-7200
District Admissions & Records Office
(510) 466-7368

www.peralta.edu

#### **Board of Trustees**

Julina Bonilla • Dayana Delfín Polk • Kevin Jenkins Linda Handy • Bill Withrow • Cindi Napoli-Abella Reiss Nicky González Yuen • Student Trustee Yiru Ni Dr. Jannett Jackson, Interim Chancellor

If You Wish To Receive This Publication In An Alternative Format, Call Program & Services For Students With Disabilities (DSPS)

# **Admissions Information**

#### WHO MAY REGISTER?

All persons 18 years of age or older are eligible for admissions as a California resident or nonresident. Anyone under 18 years of age who is a high school graduate or has been awarded a GED or California High School Proficiency Certificate may also enroll.

Unless expressly exempted, or entitled to a waiver, all students enrolling for college credit must pay the enrollment fee.

#### **ADDING A CLASS**

If a class is open, students can enroll online or in the Admissions and Records Office at any campus. If a class is closed, students can add their name to the wait list prior to the first day of class. After the first day, instructors will issue a permission number or sign an Add card if space is available. Students who are present and on the wait list will be given first priority. Students who do not attend the first class may be dropped by the instructor. Go to this link for all key deadlines for adding and dropping classes <a href="https://web.peralta.edu/admissions/category/academic-calendar/">https://web.peralta.edu/admissions/category/academic-calendar/</a>

#### **DROPPING A CLASS**

It is the student's responsibility to drop classes that they do not wish to attend. Students can drop classes online or in the Admissions and Records Office on campus. However, instructors may drop students for non attendance during the first week of classes. Go to this link for all key deadlines for adding and dropping classes <a href="https://web.peralta.edu/admissions/category/academic-calendar/">https://web.peralta.edu/admissions/category/academic-calendar/</a>

#### PASS/NO PASS OPTION

**Step 1:** Check the college catalog to see if your class is eligible for P/NP grading.

**Step 2:** For Pass/No Pass Deadlines, go to this link for all key deadlines <a href="https://web.peralta.edu/admissions/category/academic-calendar/">https://web.peralta.edu/admissions/category/academic-calendar/</a>

#### **RESIDENCE REQUIREMENTS**

A person must have lived continuously in California for at least one year immediately preceding the residence determination date to be considered a resident for tuition purposes. Evidence must also be provided to indicate that the person has intent to make California his/her permanent home.

A student must be a U.S. citizen or hold a U.S. immigration status that does not prevent establishment of residency.

Evidence of residency must include one of the following:

- A valid California ID or driver's license
- California State income tax return for the previous year
- Receipt for payment of residential property tax
- Rental or lease agreement showing continuous occupancy in a California property
- Active military ID card

#### NONRESIDENT TUITION EXEMPTION

A student is exempt from paying nonresident tuition if the student meets all of the following four requirements:

1. Must have: attended a combination of California high school, adult school, and California Community College for the

- equivalent of three years or more, or attained credits earned in California from a California high school equivalent to three or more years of full-time high school course work and attended a combination of elementary, middle and/or high schools in California for a total of three or more years.
- 2. Must have: graduated from a California high school or attained the equivalent prior to the start of the term (for example, passing the GED or California High School Proficiency exam), or completed an associate degree from a California Community College, or completed the minimum requirements at a California Community College for transfer to the California State University or the University of California.
- 3. Must register as an entering student at, or current enrollment at, an accredited institution of higher education in California.
- 4. Must file an affidavit with the college or university stating that if the student is a non-citizen without current or valid immigration status, the student has filed an application to legalize immigration status, or will file an application as soon as the student is eligible to do so.

#### CONCURRENT/DUAL ENROLLMENT/ HIGH SCHOOL / OTHER

In accordance with California Education Code, section 76001, high school students may enroll as special part-time students. Enrollment must be recommended by their principal, with parental consent. Units earned will be granted as college credit. The high school may grant high school credit for courses taken from the Peralta Colleges.

The student must follow all of the regulations and policies of the college, including adhering to assessment and any prerequisite requirements. A high school student whose high school counselor recommends that the student enroll in more than six units must have the approval of the Vice President of Student Services at the college of enrollment.

All California Community College fees will be waived for special part time high school students. However, full-time (enrolled in more than 15 units) concurrently enrolled high school students are subject to pay tuition fees and all other fees.

#### MILITARY RESIDENCE EXEMPTION

Nonresident U.S. military personnel and on active duty in California (except those assigned for educational purposes to state supported institutions of higher education) and their dependents are granted a waiver of Nonresident Tuition until they are discharged from the military service.

#### INTERNATIONAL STUDENTS

Special regulations govern the admission of international students. These students should contact the Office of International Education for applications and admissions at (510) 466-7380, or FAX (510) 465-3257. The office is located at the Peralta Community College District 333 E. 8th Street, Oakland, CA 94606. Email: international@peralta.edu

#### **AB705**

See flyer on Page 38

# **Fees Information**

#### CALIFORNIA COMMUNITY COLLEGE ENROLLMENT FEE

All students are required to pay a California Community College Enrollment Fee. This fee will be collected at the time of enrollment into classes and shall be \$46 per unit for the semester. Enrollment fees are subject to legislative changes throughout the year. Contained within the current State budget mid-year enrollment fee increases may be enacted should State revenues fall below estimates. Students will be advised on any implementation of fee increases prior to the fees taking effect.

#### **CAMPUS CENTER USE FEE**

In addition to the California Community College Enrollment Fee, there will be a Campus Center Use Fee of \$2 per semester, per campus (excluding off campus locations), to be collected at the time of enrollment.

#### **NON-RESIDENT TUITION**

Students who are not residents of California for one year and one day prior to the first day of the term, or do not qualify for nonresident status known as "AB540," will be charged nonresident tuition. Nonresident tuition is charged at the rate of \$258 per semester unit plus the \$46 per unit California Community College Enrollment fee totaling, \$304 per semester unit, a \$2 per semester, per Campus Center User fee will be charged.

#### **CAPITAL OUTLAY FEE**

Nonresident students of the State of California will be charged a Nonresident Capital Outlay Fee, in addition to the Nonresident Tuition, California Community College Enrollment Fee, and the Campus Center Use Fee. The Nonresident Capital Outlay Fee is \$7 per semester unit.

#### STUDENT REPRESENTATION FEE

Under Education Code §76060.5, each college Student Body within Peralta CCD elected to establish a Student Representation Fee of \$2.00 per college, per semester for each student. This fee will provide support for students or representatives who present college positions and viewpoints before city, county, district governments, and offices and agencies of the state and federal governments. Students will be charged this fee unless a Student Representation Fee waiver form is submitted to the college Bursar's Office before the last day of the semester charged.

#### **HEALTH FEE**

All students are required to pay the Student Health fee of \$18.00 per semester for Fall and Spring semesters (\$15 for Summer session). This fee will be collected at the time of enrollment. The Health fee is subject to change as allowed by the State Legislature. NOTE: Students who qualify in the following categories will be exempted from payment of the health fee.

- 1. Students who depend exclusively upon prayer for healing in accordance with the teachings of a bona fide religious sect, denomination, or organization (documentation required).
- 2. Students who are attending college under an approved apprenticeship training program.

#### INTERNATIONAL HEALTH INSURANCE FEE

All F-1 international students will be automatically enrolled in the mandatory health insurance program through GeoBlue. Fees will be automatically applied in the student's Passport Student Center. For questions or waiver information please visit our office or international website at web.peralta.edu/international.

#### **OTHER FEES**

Daily parking: \$2.00 a day (exact change only) plus (new policy) student decal for enrolled/registered students. Semester parking: can be purchased for \$40.00 (\$10.00 for a motorcycle permit) and \$20.00 for summer session permit (\$5.00 for a motorcycle permit). Please note: This fee is non-refundable unless all classes are dropped on or before the last day to drop regular session classes and receive a refund.

#### **INSTRUCTIONAL AND OTHER MATERIAL FEES**

The policy of the Peralta Community College District is that students may be required to provide instructional and other materials necessary for a credit or non-credit course provided such materials are of continuing value to the student outside the classroom setting and provided such materials are not solely or exclusively available from the district. Except as specifically authorized under the Education Code, students will not be required to pay a fee for any instructional or other materials required for a credit or non-credit course. Required materials are defined as those which a student must procure or possess as a condition of registration, enrollment or entry into a class, or any such materials which are necessary to achieve those required course objectives.

# Fees Information (Continued)

#### TRANSCRIPT REQUEST

Peralta Community College District has retained Credentials, Inc to accept transcript orders online through their secured site. You must pay transcript fees at the time you submit your request. The first two transcripts requested are free; thereafter, \$6.00 per copy for regular service, mailed within 7-10 business days and \$12.00 per copy for rush service, mailed within 3-5 business days. See website for other expedited delivery options. <a href="https://web.peralta.edu/admissions/official-transcript-request/">https://web.peralta.edu/admissions/official-transcript-request/</a>

#### YOU CAN PAY FEES BY CREDIT CARD ONLINE

Students are encouraged to pay enrollment fees and past due fees by credit card on the secure Peralta website at <a href="mailto:sa.peralta.edu">sa.peralta.edu</a>

#### **FINANCIAL AID**

Each of our colleges has a full-service Financial Aid Office. For information regarding your specific financial aid need, contact the Financial Aid Office at the campus you are most likely to attend.

| COLLEGE               | PHONE          | EMAIL                          |
|-----------------------|----------------|--------------------------------|
| Berkeley City College | (510) 981-2806 | bcc-finaid@peralta.edu         |
| College of Alameda    | (510) 748-2391 | coafinancialaide@peralta.edu   |
| Laney College         | (510) 464-3414 | laneyfinancialaide@peralta.edu |
| Merritt College       | (510) 436-2465 | merfinaide@peralted.edu        |

#### **INSTALLMENT PAYMENT PLANS:**

Students in the Peralta Community College District may opt to pay their non-resident tuition or enrollment fee through an installment payment plan. Students who owe fees from the current or previous terms may opt to pay these fees through an installment payment plan. Students are required to pay at least the first \$25 of their owed fees and develop an installment payment plan prior to enrollment in classes. Students can only participate in one payment plan. New foreign students are required to pay at least the non-resident tuition for 12 units plus all other required fees for both the spring and fall semesters prior to enrollment in their first year classes. The payment plan will be interest free. The payment plan will include the specific amount and due date for each installment. All of the payments will be completed within the term for which the enrollment is made. Failure to make timely payments will subject the student to the penalty as described in board policy 5035 (students or former students who have been provided with written notice that they have failed to pay a proper financial obligation shall have diplomas, – or registration privileges withheld until such time as the obligation is satisfied). Payment plans will not be approved for any outstanding financial aid obligations, NSF fees or any amount due to health insurance for international students. For more information on payment plans please refer to our website: web.peralta.edu/business/student-financials/payment-plans/ or email paymentplan@peralta.edu.

Students may correspond with us regarding their records through their Peralta email or personal email authorizing their passport student center. Emails that are not from students will be responded to with general information only and may delay requests.

| FEE TYPE                                    | AMOUNT                                   | REQUIRED OF   |
|---|--|---|
| California Community College Enrollment Fee | \$46 per semester unit                   | All students  |
| Campus Center Use Fee                       | \$2 per semester, per campus             | All students  |
| Nonresident Tuition                         | \$258 per semester unit                  | Nonresident and Foreign students California Non Residents |
| Capital Outlay Fee                          | \$7 per semester unit                    | All students with 6 or more units                         |
| Student Representation Fee                  | \$42.29 per semester                     | All students  |
| Health Fee                                  | \$18 per semester                        | Non Residents, Citizens of a Foreign Country              |
| International Health Insurance Fee          | \$878.50 for Spring/Summer, \$606.85 for |   |
|   | Fall; \$242.74 for Summer Only           |   |

All fees are subject to legislative changes and all fees are payable at time of enrollment)

# **Refund Information**

# IT IS THE STUDENT'S RESPONSIBILITY TO DROP CLASSES!

Students are expected to attend all classes in which they are enrolled. If you do not attend, or stop attending classes, and fail to personally drop by the drop deadline, you will be responsible for all tuition and fees. Not attending classes does not warrant a refund of fees. It is the student's responsibility to drop all classes which they are not attending.

For specific refund dates, please visit www.peralta.edu and search "Spring Refund Drop Deadline Schedule". This includes the refund dates for Regular Session, Short-Term and Late Start Courses.

#### REFUND PROCEDURE FOR ENROLLMENT FEES

A student who cancels his/her registration prior to the first day of instruction, or officially withdraws from all classes during the first two weeks of instruction, shall be entitled to a full refund less a \$10 processing fee. (This must be done whether you attend the class or not.)

If a student pays an Enrollment Fee of less than \$10 and cancels his/ her registration or withdraws from all classes before the deadline, the processing fee shall equal the Enrollment Fee.

No refund of the Enrollment Fee will be made to any student who withdraws from classes after the first two weeks of instruction.

A student may request a refund up to the end of the following term in which the refund was due. After that time, the student will not be eligible for the refund.

To apply for an enrollment fee refund, email an Application for Refund Request form at the Cashier's Office website. https://web.peralta.edu/business/student-financials/refund-drop-deadline-schedules/

Once the request is submitted, refund processing time is 4 to 6 weeks (after last day to add classes) during peak periods and 2 to 3 weeks during off peak periods.

# REFUND PROCEDURE FOR NON-RESIDENT TUITION AND CAPITAL OUTLAY FEE

• Students will receive a full refund for any class canceled by the college.

#### Regular Session Classes:

 A 100% refund of Nonresident Tuition and Capital Outlay Fee (minus a \$10 processing fee) will be made for any class in which the student withdraws through the Last Day to Drop Regular Session Classes And Receive a Refund.

# REFUND PROCEDURE FOR SHORT-TERM, LATE START AND OPEN-ENTRY/OPEN-EXIT CLASSES

• A student enrolled in a short-term class will receive a 100% refund (minus a \$10 processing fee for residents) if he/she officially withdraws within the first 10% of the class length. No refunds will be issued after the first 10% of the class length.

For specific dates, please visit www.peralta.edu and search Refund Drop Deadline Schedule. This includes the refund dates for regular session courses and short/late start courses.

#### REFUND PROCEDURE FOR VARIABLE UNIT CLASSES

No refund shall be made for variable units not earned by the student.

The State-mandated Enrollment Fees will be fully refunded if an action of the college (e.g. class cancellation) prevents a student from attending class. A student may, upon request, obtain a refund up to the end of the following term in which the refund was due. After that time the student will not be eligible for the refund.

Please note: Instructors may drop students who do not attend the first class meeting but students are ultimately responsible for dropping themselves from any course they are not attending.

#### REFUND PROCEDURES FOR HEALTH FEE

This fee is non-refundable unless all classes are dropped on or before the last day to drop regular session classes and receive a refund.

The Peralta Community College District participates in the State of California Chancellor's Office Tax Offset Program (COTOP). Past due accounts may be submitted to COTOP by the Peralta Community College District. This enables the State of California Franchise Tax Board to appropriately intercept any tax refunds, lottery winnings or unclaimed property that might be owed to you.

# California College Promise Grant

The California College Promise Grant (formerly the BOG Fee Waiver) is available specifically for students at California community colleges. The California College Promise Grant will waive your per-unit enrollment fee (currently \$46) at any Peralta Community College.

If you believe you qualify for a California College Promise Grant Method A; submit the acceptable documentation to the Financial Aid Office. This Promise Grant will cover your enrollment fees for the entire academic year.

# ACCEPTABLE DOCUMENTATION FOR PROMISE GRANT METHOD A:

#### AFDC OR SSI RECIPIENTS

Notice of Action in your name (or your parent's name) for the same month in which you file this application or one calendar month before.

#### OI

CalWORKs/TANF or SSI Warrant or Check issued in your name (or your parent's name) for the same month in which you file this application or one month before.

#### or

Documentation agreed upon between your Community College and County Welfare Department. Contact the Financial Aid Office, for details.

#### **GENERAL ASSISTANCE RECIPIENTS**

Documentation agreed upon between your community college district and county welfare department. Ask at your Financial Aid Office.

# DECEASED/DISABLED VETERANS' DEPENDENTS OR NATIONAL GUARD DEPENDENTS

Fee Waiver certification provided by the California Department of Veterans Affairs or your county Veterans Service Office. Fee Waiver certification provided by the California National Guard Adjustment General's Office.

# CONGRESSIONAL MEDAL OF HONOR RECIPIENT DEPENDENT OF SEPTEMBER 11, 2001 VICTIM DECEASED LAW ENFORCEMENT/FIRE SUPPRESSION PERSONNEL

- Certification of Medal of Honor Recipient, or a child of Medal of Honor recipient.
- Certification as dependent of a victim of the September 11, 2001 terrorist attack.
- Certification as dependent of deceased law enforcement/fire suppression personnel killed in the line of duty.

# DOCUMENTATION FOR PROMISE GRANT METHOD B:

A California College Promise Grant Method can be awarded to low-income students. Whether you qualify is based upon your (or your parent's) income and household size. Colleges may ask you to provide documentation of income, such as a copy of your 2019 U.S. Income Tax Return. You are required to provide documentation if it is requested.

| Family    | 2019 Tax Year         |
|-----------|-----------------------|
| Household | (Sum 2021 - Spr 2022) |
| 1         | \$19,140              |
| 2         | \$25,860              |
| 3         | \$32,580              |
| 4         | \$39,300              |
| 5         | \$46,020              |
| 6         | \$52,740              |

For more info visit: icanaffordcollege.com

#### METHOD C

(Available only by filing 2021-2022 FAFSA or CA Dream Act)

Note: Students not qualified by Method B income standards must file a FAFSA in order to demonstrate the need to qualify for a California College Promise Grant waiver.

If you have special circumstances where you cannot fill out a FAFSA to obtain a California College Promise Grant Enrollment Fee Waiver, please stop by the Financial Aid Office for other possible options.

\*New Regulation: Students who apply via the FAFSA for Dream Act must demonstrate need in excess of the average cost of tuition of \$1104 for 2022-2022.

#### NOTE: Loss of Entitlement for California Promise Grant

Students who do not maintain minimum academic and/or progress\* standards for two consecutive primary semesters will be subject to loss of eligibility for the California College Promise Grant. Registered Foster Youth are exempted from this requirement.

\* 50% Completion rate and cumulative GPA above 2.0

# Campus Solutions, Email & Canvas

Campus Solutions - student enrollment

Go to sa.peralta.edu

- Use your previous User ID, or recover your User ID
- Use your previous password, or reset your password

Campus Solutions Help: admissions@peralta.edu



**Student Portal** - access student email, Canvas, and Microsoft applications (OneDrive, Word, Excel, PowerPoint, etc.)

Go to portal peralta edu and click the 'Students' box

- Use your student email address to log in
  - PassportUserID@cc.peralta.edu
- Use your existing password or reset your password by clicking "Can't access your account?" or "Forgot my password"



More Information: web.peralta.edu/portal/studentinfo/ Student Portal Help: helpdesk@cc.peralta.edu

Student Email - access through your Student Portal

Go to portal.peralta.edu and click the 'Students' box

- Follow the instructions for Student Portal
- Then click the **Outlook** icon

Student Email Help: helpdesk@cc.peralta.edu



Canvas - access through your Student Portal

Go to portal.peralta.edu and click the 'Students' box

- Follow the instructions for Student Portal
- Then click the **Canvas** icon

For more info and help: bit.ly/peraltacanvas



# NEW STUDENT STEPS FOR SUCCESS

https://alameda.peralta.edu/admissions/new-students/



#### **Apply**

To apply, visit <a href="https://web.peralta.edu/admissions/question/">https://web.peralta.edu/admissions/question/</a>



#### **Complete Placement:**

#### For English/Math Placement:

Complete the <u>English/Math Questionnaire</u> before your counseling appointment and show a screenshot to your Counselor.

#### For ESOL Placement:

Complete the <u>ESOL Self-Placement Tool</u> to identify the most appropriate ESOL courses for you. Please visit our <u>ESOL Onboarding website</u> to assist you with this process.alameda.peralta.edu/student-service/placement/

Website: alameda.peralta.edu/student-service/placement/



#### **Meet with a Counselor**

Schedule an appointment to meet with a Counselor to plan your classes, and create a Student Educational Plan that will help you reach your educational goals sooner.

Website: alameda.peralta.edu/student-service/counseling/



#### **Enroll into Classes**

Log in to your Student Campus Solutions portal to enroll into classes.

Website: web.peralta.edu/admissions/student-campus-solutions/



#### **Apply for Financial Aid**

Check in with the Financial Aid Department to make sure your financial aid is in order or if you have any questions.

Website: web.peralta.edu/admissions/student-campus-solutions/

For a more detailed list with more information, tutorials, and resources to help assist you in completing the steps, visit https://alameda.peralta.edu/admissions/new-students/

# **Apply & Enroll**

**Enrollment Appointments & Open Enrollment** 

You may enroll in classes on or after your enrollment or during open enrollment. If you have been provided an enrollment appointment, it will appear in <u>Campus Solutions</u> (under "Academic Record"). Most new and former students do not have appointments and may enroll during open enrollment.

#### **Enrollment Dates**

Priority Enrollment April 12, 2021
Open Enrollment (including High School Students) April 26, 2021

#### PLACEMENT (MULTIPLE MEASURES):

Counselors review multiple measures to advise you on appropriate class enrollment and placement in English or English as a second language (ESOL) and mathematics.

#### COUNSELING

You will meet with a counselor to help develop a student educational plan (SEP) and select appropriate classes based on your objectives and assessment evaluation.

# **Q** English/ Math Placement

College of Alameda's placement process is compliant with Assembly Bill 705, which requires California Community Colleges to maximize the probability that a student who is seeking a degree/transfer will enter and complete transfer-level coursework in English and math within one year and use multiple measures when placing students into English or math courses.

The COA English & Math Placement Questionnaire will help you determine which course is best for you. Go online to <a href="https://tinyurl.com/COAplacement">https://tinyurl.com/COAplacement</a> for your placement recommendation— print or take a photo of your recommended placement since you will need this information when you meet with a counselor. The questionnaire will take you 5-10 minutes to complete.

For additional information visit alameda.peralta.edu/ placement, go to the Welcome Center, Abuilding or call (510) 748-2209

# **PESOL Placement**

New ESOL students will need to complete the ESOL Self-Placement Tool to identify the most appropriate ESOL courses.

Please visit our <u>ESOL Onboarding website</u> for assistance in selecting the ESOL courses that are most appropriate for you. **https://tinyurl.com/ESLonboard** 

After completing the ESOL Self-Placement Tool, you will make an appointment to meet with your counselor to complete your math assessment (through self-reported multiple measures and/or guided self-placement), create your student education plan (SEP), then you will be able to register for your classes.

ESL Onboarding Website: https://tinyurl.com/ESLonboard

Math Placement Questionnaire: https://tinyurl.com/COAplacement

For additional information visit alameda.peralta.edu/ placement, go to the Welcome Center, Abuilding or call (510) 748-2209

# Financial Assistance General Information

There are many financial aid programs designed to fit a variety of circumstances facing students attending California Community Colleges. Students are encouraged to apply for financial aid and should follow up with their home college's Financial Aid Office to obtain information and necessary application forms to receive student Financial Assistance.

#### FINANCIAL AID PROGRAMS AVAILABLE

- California Promise Program (CCPG)
- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Federal Work Study (FWS) part time employment on/off campus
- Federal Direct Loan
- Cal Grant A B, C
- Extended Opportunity Programs & Services (EOPS)
- Chafee/Foster Youth Grant
- Student Success Completion Grant (SSCG)
- Scholarships

#### REQUIRED APPLICATION FORM

- Free Application for Federal Student Aid (FAFSA) www.fasfa.ed.gov (or via 'MyStudentAid' mobile app)
- California Dream Act Application (for eligible AB 540 students) - <u>dream.csac.ca.gov/</u>

#### KEY ELIGIBILITY REQUIREMENTS

- U.S. Citizen, Eligible Undocumented or AB540
- Have a High School Diploma or a GED certificate
- Demonstrate Financial Need
- Be enrolled as a regular student and declare a Program of Study
- Have a valid Social Security Number
- Maintain satisfactory academic progress
- Register with Selective Service, if required
- Not be in loan default or owe a refund on a grant

#### OTHER DOCUMENTS THAT MAY BE REQUIRED

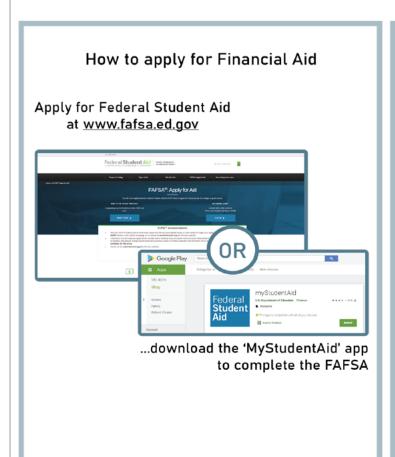
- Academic Transcripts (from other Colleges attended)
- Verification Work Sheet
- IRS Tax Transcript
- Citizenship Eligibility
- Student Aid Report
- Other Documents requested to verify application information
- Signed Social Security Card
- Driver's License or California ID
- High School Diploma/GED

Financial Aid Applications are accepted throughout the academic year from October 1st to June 30th. Students are encouraged to apply as soon as possible. Some awards are subject to availability of funds.

#### FINANCIAL AID EMAIL NOTIFICATION

To better serve you in a timely and efficient manner, all communication from the Financial Aid Office will be sent to your Peralta email. The Peralta Student Email system is available to all students enrolled at the Peralta Community Colleges. If you have any login issues, please send your help request to the Peralta Student Email Help Desk at helpdesk@cc.peralta.edu. Please include your first name, last name, Student ID Number and Peralta PASSPORT User ID in your request.

# Financial Aid - How to Apply





# Financial Aid - Frequently Asked Questions

#### WHY SHOULD I APPLY FOR FINANCIAL AID?

Financial aid is made available to assist students and families in meeting the costs of a post-secondary education. If you believe you will need assistance in meeting those costs, you should apply for financial aid. You can apply online at <a href="https://www.fafsa.ed.gov">www.fafsa.ed.gov</a>, via the mobile app at "MyStudentAid", or at <a href="https://dream.csac.ca.gov">dream.csac.ca.gov</a> (For California AB540 students)

#### IF I AM NOT A U.S. CITIZEN, AM I STILL ELIGIBLE TO APPLY FOR FINANCIAL AID?

To be eligible for both federal and state aid, a student must be a U.S. citizen or an eligible non-citizen. For financial aid purpose, an eligible non-citizen is one of the following: a U.S. permanent resident who has an Alien Registration Receipt Card (I-551); a conditional permanent resident (I-551C); or a non-citizen with an Arrival-Departure record (I-94) from the U.S. Citizenship and Immigration Services with one of the following designations—"Refugee," "Asylum Granted," "Parole," or "Cuban-Haitian Entrant." Students who are residing in the United States with an F-1 or F-2 student visa or a G series visa are NOT eligible for federal or state financial aid.

#### **HOW DO I GET FINANCIAL AID?**

To receive financial aid you must apply for it. The biggest mistake students make is not to apply because they don't think they'll qualify, therefore, everyone should apply. To apply for federal, state, and college financial aid programs, you need to complete the FAFSA or Dream Act application. For the Cal Grant program, you must submit a GPA verification form by March 2 2021 and September 2, 2021. You may also be requested to submit additional documents such as IRS tax transcripts to complete your financial aid file. Please respond immediately to all requests made by the Financial Aid Office.

#### DO I NEED TO COMPLETE MY INCOME TAX RETURN BEFORE I COMPLETE THE FINANCIAL AID APPLICATION?

While it is recommended that you complete your tax return prior to filling out your FAFSA or Dream Act, it is not essential. You can fill out the financial aid application using estimated information from your W-2. Any large discrepancies between your aid application and your tax return may have a large impact on any preliminary financial aid award you receive.

# WHAT HAPPENS IF I HAVE ACADEMIC OR OTHER PROBLEMS AND HAVE TO DROP CLASSES OR DROP OUT OF COLLEGE ENTIRELY?

If you receive aid and then drop units or withdraw prior to the end of the semester, you may be required to repay a portion of the funds. The repayment amount will be determined after the add/drop period has ended. Students that are required to repay will be required to do so before being allowed to enroll or requesting official transcripts.

#### WHAT IS SATISFACTORY ACADEMIC PROGRESS (SAP)?

Students who have applied for financial aid enter into an agreement to attend class and complete courses with a passing grade. Failure to complete required units, meet the minimum cumulative GPA requirement or exceed the maximum unit limit will result in disqualification from receiving further financial aid.

For more information please visit web.peralta.edu/financial-aid/sap/

# Financial Aid - Frequently Asked Questions

#### DO I HAVE TO REAPPLY FOR FINANCIAL AID EVERY YEAR?

Yes. The FAFSA Application is available as of October 1st of each school year, and ends June 30th. Make sure you include our school codes: Berkeley City College (014311), College of Alameda (006720), Laney College (001266) and Merritt College (001267)

Is there a limit to how much financial aid I can receive?

Yes. Effective with the 2012-2013 award year, the duration of a student's eligibility to receive a Federal Pell Grant is limited to 600% lifetime or its equivalent to 12 full-time semesters. Calculation of the duration of a student's eligibility includes all years of the student's receipt of Federal Pell Grant funding. Once a student has received a Federal Pell Grant for 12 full-time semesters (or its equivalent) the student will no longer be eligible for further Federal Pell Grant.

#### HOW IS MY FINANCIAL AID DISBURSED?

Financial Aid funds are disbursed through BankMobile. Your financial aid will be used to pay off current aid year charges on your Campus Solutions account. If there are any remaining funds that exceed these charges on your Campus Solutions account at the time of disbursement, you will receive a refund of the excess amount which you may use to pay other educational expenses.

The Peralta Community College District partners with Bank Mobile®, a financial services company which provides refund methods for students to receive financial aid disbursements.

#### I HAVE MORE QUESTIONS, WHO CAN I CONTACT?

You can visit your campus Financial Aid Office for additional information:

#### **BERKELEY CITY COLLEGE**

2050 Center Street
Berkeley, CA 94704
1st Floor Student Services Area
510.981.2941
bcc-finaid@peralta.edu

#### **COLLEGE OF ALAMEDA**

555 Ralph Appezzato Memorial Parkway Alameda, CA 94501 A Building, Welcome Center 510.748.2391 coafinancialaid@peralta.edu

#### LANEY COLLEGE

900 Fallon Street
Oakland, CA 94607
Building A, Room 201
510.464.3414
laneyfinaid@peralta.edu

#### **MERRITT COLLEGE**

12500 Campus Drive Oakland, CA 94619 Building R, Room R113 510.436.2465 merfinaid@peralta.edu

# Prerequisite/Corequisite Policy & Procedures

#### **Prerequisites**

Some courses have prerequisites: faculty have determined that students are highly unlikely to succeed in these courses unless they have acquired a certain level of skills or knowledge, usually through taking another course beforehand. The prerequisites for each course are listed in the class schedule.

When you attempt to enroll Online in a course with a prerequisite, the system checks your academic records for evidence that you have taken or are taking the prerequisites at one of the Peralta Colleges.

- 1. If you have taken the prerequisites at a Peralta College after 1987 and have received a grade of C or better in it, you are allowed to enroll.
- 2. If you are currently taking the prerequisites, you are allowed to enroll conditionally until your grade is received. If your grade in the prerequisites is below a C, you will be automatically dropped from the higher level course. You will be informed of this by Peralta email.
- 3. If you have met the prerequisites through a course taken at another college, you will need to submit proof to the counseling department.
- 4. If you feel the prerequisite has been met through assessment at another institution, and you have either your scores and placement recommendations or a transcript showing the courses you assessed into and enrolled in, or through other means, (this is referred to as "Multiple Measure Assessment" in the class schedule), please see a counselor. The counselor will look at your test scores and discuss your preparation for the course. If the counselor determines that you have met the prerequisites, he/she will clear you for the course and you will be allowed to enroll.
- 5. If you feel that you have met the prerequisites through your life experience, or you believe that the prerequisites is unnecessary or unlawful, go to the admissions office to complete and sign a Petition for Prerequisite Challenge. You will immediately be cleared to enroll, pending review of your petition by faculty. If your challenge is approved you will remain in the class. If your petition is denied, you will be dropped from the class. You will be informed of this by phone. Challenge petitions must be approved or denied within five working days of the day they were filed. If your petition is not reviewed within five working days, you will remain in the class.

#### Co-requisites

Some courses have co-requisites: faculty have determined that students are highly unlikely to succeed in these courses unless they enroll in the co-requisite course at the same time. The co-requisites for each course are listed in the class schedule.

If you enroll in a course with a co-requisite, make sure to enroll in the co-requisite course as well. (If you have previously taken the co-requisite course and obtained a grade of C or better, you don't need to enroll in it again).

#### **Open Classes**

It is the policy of the Peralta Community College District that, unless specifically exempted by statute, every course, sections or classes, the average attendance of which is to be reported for state aid, wherever offered and maintained by the District, shall be fully opened to enrollment and participation by any person who has been admitted to the College and who meets such prerequisites as may be established pursuant to Chapter II, Division 2, Part VI, Title 5 of the California Administrative Code, commencing with Section 51820.

#### **Student Study Load**

In order to complete an Associate in Arts or Associate in Science degree at one of the Peralta Colleges in two years, an average unit load of 15 units per term is often necessary. Students may not carry more than 18 units (including a combined total of all Peralta Colleges) without prior approval of a counselor. Counselor approval is required for excess units up to 21.5 units. Enrollment in 22 to 25 units requires approval of the Dean of Student Services. Under no circumstances will approval be granted beyond 25 units. The maximum number of units for the Summer Session is ten (10). For college purposes, a full-time student is one who is carrying 12 or more units. Students are not permitted to enroll in classes with conflicting or overlapping meeting times.

# **Degrees & Certificates**

#### **Areas of Study for Degrees & Certificates**

The following is a list of areas of study described in this catalog for which Associate Degrees (AA/AS), Associate Degrees for Transfer (AA-T/AS-T)" Certificates of Achievement (CA), Certificates of Proficiency (CP), Certificates of Completion (CC) and Certificates of Competency (CCy), Certificate of Accomplishments (CAccom) are awarded:

| ADAM  | Apparel Design & Marchandising              | ^      |
|-------|---|--------|
|       | Apparel Design & Merchandising              |        |
| AFRAM | African-American Studies                    |        |
| ANTHR | Anthropology                                |        |
| ART   | Art   |        |
|       | Art History                                 | AA-T   |
|       | Practitioner of Fine Art                    | CA     |
|       | Art Fundamentals                            | CAccom |
| AUTOB | Auto Body and Paint:                        |        |
|       | Auto Body                                   | AS, CA |
|       | Auto Paint                                  | AS, CA |
| ATECH | Automotive Technology:                      |        |
|       | Engine Performance                          | AS, CA |
|       | Chassis & Drivetrain                        | AS, CA |
|       | Chassis Specialist                          | AS, CA |
|       | Engine Repair Specialist                    | AS, CA |
|       | Automotive Electronics Spec.                | AS, CA |
|       | Drivetrain Specialist                       | AS, CA |
|       | Light Duty Auto Repair                      | CP     |
| AMT   | Aviation Maintenance Technology:            |        |
|       | Airframe Technician                         | AS, CA |
|       | Powerplant Technician                       | AS, CA |
| BIOL  | Biology                                     | AS     |
| BUS   | Business:                                   |        |
|       | Accounting                                  | AA     |
|       | Business Administration                     | AS-T   |
|       | Entrepreneurship                            | СР     |
|       | Logistics Clerical                          | СР     |
|       | Small Business Administration               | СР     |
|       | Transportation, Distribution, and Logistics | CA     |
|       | Transportation — Logistics Operations       | CP     |
|       | Warehouse and Forklift Operations.          | CP     |
|       | Word Processor                              | CP     |
| COMM  | Communication Studies                       | AA-T   |

TABLE CONTINUES >

#### **▼** TABLE CONTINUED

| CIS   | Computer Information Systems             |   |
|-------|--|---|
|       | Data Analytics                           |   |
|       | Desktop Support Technician CP            |   |
|       | Web Publishing                           |   |
| DENTL | Dental Assisting AS, CA                  |   |
| DMECH | Diesel Mechanics                         |   |
| ECON  | Economics                                |   |
| ENGL  | English AA, AA-                          | Τ |
| ESOL  | English for Speakers of Other Languages: |   |
|       | ESOL: High Beginning CP, CCy             |   |
|       | ESOL: Intermediate                       |   |
|       | ESOL: High Intermediate                  |   |
|       | ESOL: Advanced                           |   |
|       | Bridge to Credit ESOL                    |   |
| HIST  | History AA, AA-                          | Γ |
| HUMAN | Humanities AA                            |   |
| KIN   | Kinesiology:                             |   |
|       | Athletic Trainer Aide                    |   |
| LBART | Liberal Arts:                            |   |
|       | Arts & Humanities                        |   |
|       | Social & Behavioral Sciences             |   |
|       | Natural Sciences AA                      |   |
|       | IGETC CA                                 |   |
|       | CSU GE Breadth                           |   |
| LRNRE | Learning Resources:                      |   |
|       | Pathway to Academic English              |   |
|       | Pathway to Success                       |   |
|       | Tutor Training (noncredit)               |   |
| MAKR  | Modern Making:                           |   |
|       | Making with Hand Tools                   |   |
| MATH  | Mathematics AS, AS-T                     | • |
| M/LAT | Mexican/Latin American Studies           |   |
| MUSIC | Music:                                   |   |
|       | Gospel Music Performance                 |   |
|       | Jazz Studies/Popular Music Performance   |   |
| POSCI | Political Science AA, AA-                | Τ |
|       | Violence Prevention                      |   |
| PSYCH | Psychology AA, AA-                       | Τ |
| SOC   | Sociology                                | Т |
|       |  |   |

Refer to the Degrees and Programs section of the Catalog for requirements for Certificates of Achievement, Certificates of Proficiency and the Associate of Arts or Associate of Science degrees. Curriculum guides are available in the Counseling Office to assist in program planning.

### **Course Identification**

#### Course Identification Numbering System (C-ID)

The Course Identification Numbering System (C-ID) is a statewide numbering system that is different from the course numbers assigned by individual California Community Colleges. A C-ID Descriptor next to a course means that the course is comparable in content and scope to a similar course offered by participating California colleges and universities. Thus, if a catalog lists a C-ID Descriptor

for a course, students can be assured that the course will be accepted at another California Community College that offers a course with the same C-ID Descriptor.

The C-ID Numbering System is particularly useful for students attending more than one California Community College since C-ID Descriptor are often applied to courses students need to prepare for transfer.

| #  | COLLEGE OF ALAMEDA | COURSE TITLE   | C-ID DESCRIPTOR |
|----|--------------------|--|-----------------|
| 1  | ANTHR 1            | Introduction to Physical Anthropology                      | ANTH 100        |
| 2  | ANTHR 1L           | Physical Anthropology Laboratory                           | ANTH 115L       |
| 3  | ANTHR 2            | Introduction to Archaeology and Prehistory                 | ANTH 150        |
| 4  | ANTHR 3            | Introduction to Social and Cultural Anthropology           | ANTH 120        |
| 5  | ART 2              | History of Western Art: Prehistory through the Middle Ages | ARTH 110        |
| 6  | ART 3              | History of Western Art: Renaissance to Contemporary Art    | ARTH 120        |
| 7  | ART 4              | History of Modern Art (1800 to Present)                    | ARTH 150        |
| 8  | ART 20             | Beginning Drawing and Composition                          | ARTS 110        |
| 9  | ART 22             | Intermediate Drawing & Composition                         | ARTS 205        |
| 10 | ART 46             | 2-D Visual Design  | ARTS 100        |
| 11 | ART 47             | 3-D Visual Design  | ARTS 101        |
| 12 | ART 50             | Beginning Painting   | ARTS 210        |
| 13 | BIOL 2             | Human Anatomy  | BIOL 110B       |
| 14 | BUS 1A             | Financial Accounting                                       | ACCT 110        |
| 15 | BUS 1B             | Managerial Accounting                                      | ACCT 120        |
| 16 | BUS 2              | Introduction to Business Law                               | BUS 125         |
| 17 | BUS 10             | Introduction to Business                                   | BUS 110         |
| 18 | COMM 1A            | Introduction to Speech                                     | COMM 180        |
| 19 | COMM 2A            | Fundamentals of Oral Interpretation of Literature          | COMM 170        |
| 20 | COMM 4             | Dynamics of Group Discussion                               | COMM 140        |
| 21 | COMM 5             | Persuasion and Critical Thinking                           | COMM 190        |
| 22 | COMM 6             | Intercultural Communication                                | COMM 150        |
| 23 | COMM 19            | Survey of Mass Media                                       | JOUR 100        |
| 24 | COMM 20            | Interpersonal Communication Skills                         | COMM 130        |
| 25 | COMM 44            | Argumentation  | COMM 120        |
| 26 | COMM 45            | Public Speaking  | COMM 110        |
| 27 | ECON 1             | Principles of Economics (Macro-Economics)                  | ECON 202        |
| 28 | ECON 2             | Principles of Economics (Micro-Economics)                  | ECON 201        |
| 29 | ENGL 1A            | Composition and Reading                                    | ENGL 100        |

#### **▼** TABLE CONTINUED

| #  | COLLEGE OF ALAMEDA | COURSE TITLE                                   | C-ID DESCRIPTOR |
|----|--------------------|--|-----------------|
| 30 | ENGL 1AS           | Composition and Reading with Support           | ENGL 100        |
| 31 | ENGL 1B            | Composition and Reading                        | ENGL 120        |
| 32 | ENGL 5             | Critical Thinking in Reading and Writing       | ENGL 105        |
| 33 | ENGL 10A           | Creative Writing                               | ENGL 200        |
| 34 | ENGL 30A           | Introduction to American Literature I          | ENGL 130        |
| 35 | ENGL 30B           | Introduction to American Literature II         | ENGL 135        |
| 36 | GEOG 2             | Cultural Geography                             | GEOG 120        |
| 37 | GEOG 3             | World Regional Geography                       | GEOG 125        |
| 38 | GEOG 14            | Introduction to Geographic Information Systems | GEOG 155        |
| 39 | HIST 2A            | History of European Civilization               | HIST 170        |
| 40 | HIST 2B            | History of European Civilization               | HIST 180        |
| 41 | HIST 7A            | History of the United States to 1877           | HIST 130        |
| 42 | HUMAN 60           | Introduction to LGBTQ Studies                  | SJS 130         |
| 43 | MATH 3A            | Calculus I                                     | MATH 210        |
| 44 | МАТН ЗВ            | Calculus II                                    | MATH 220        |
| 45 | MATH 3C            | Calculus III                                   | MATH 230        |
| 46 | MATH 3E            | Linear Algebra                                 | MATH 250        |
| 47 | MATH 3F            | Differential Equations                         | MATH 240        |
| 48 | MATH 13            | Introduction to Statistics                     | MATH 110        |
| 49 | PHYS 4A            | General Physics with Calculus                  | PHYS 205        |
| 50 | PHYS 4B            | General Physics with Calculus                  | PHYS 210        |
| 51 | PHYS 4C            | General Physics with Calculus                  | PHYS 215        |
| 52 | POSCI 1            | Government and Politics in the United States   | POLS 110        |
| 53 | POSCI 2            | Comparative Government                         | POLS 130        |
| 54 | POSCI 3            | International Relations                        | POLS 140        |
| 55 | POSCI 4            | Political Theory                               | POLS 120        |
| 56 | PSYCH 1A           | Introduction to General Psychology             | PSY 110         |
| 57 | PSYCH 28           | Introduction to Research Methods in Psychology | PSY 200         |
| 58 | SOC 1              | Introduction to Sociology                      | SOCI 110        |
| 59 | SOC 2              | Social Problems                                | SOCI 115        |
| 60 | SOC 3              | Sociology of Women                             | SOCI 140        |
| 61 | SOC 5              | Minority Groups                                | SOCI 150        |
| 62 | SOC 120            | Introduction to Research Methods               | POLS 160        |
| 63 | SOC 120            | Introduction to Research Methods               | SOCI 120        |
| 64 | SOCSC 10           | Introduction to Social Justice Studies         | SJS 110         |

NOTE: This list changes periodically.

Consult a counselor and/or visit http://www.c-id.net or http://www.assist.org for the most current list of courses.

# **Services & Information**

#### Admissions and Enrollment

- Admission and enrollment in classes are separate processes. Both must be completed before you can attend classes and earn credit in your courses. Admission is the process which admits you to the college and permits you to enroll in classes. Enrollment is the process of signing up for individual classes after you are admitted to the college.
- It may take one day or more to complete the entire admission/enrollment process, based upon your status and available schedule of services.
- Do not mistake admissions and enrollment with only having to attend classes. You must follow the admissions and enrollment guidelines by enrolling online at www.peralta.edu.
- If you feel you qualify for Financial Aid, apply EARLY in the academic year to determine eligibility and receive assistance in a timely manner. Contact the Financial Aid Office at (510) 748-2391.
- See a counselor EARLY and throughout each semester to establish an appropriate academic program plan which will help keep you on the path to your transfer, vocational or personal enrichment goals.
- Check the Academic Calendar each semester to note deadlines for adding and dropping classes, submitting graduation petitions, priority registration dates as a continuing student, holiday schedules, final exam week, etc.

#### **IMPORTANT!**

Students are responsible for submitting their Add and/or Drop online; failure to do so can result in credits not being given for class work completed or in unwanted grades being awarded for the class(es).

#### **Adult Education Transition**

The College of Alameda Adult Transitions Program works with Adult Schools and Community Based Organizations to foster a seamless transition into the Peralta Community College system. To get you started, we can offer introductory meetings and presentations, enrollment and financial aid assistance, college tours, and transitions course that will provide group assistance through the matriculation process. Whether students are seeking degrees to transfer, career technical education to employment, or a self-study education plan for professional development, we are here to ensure your success. The Adult Transitions office is located in the Library, Second Floor, and Room 223.

#### Alameda Science and Technology Institute

The Alameda Science and Technology Institute (ASTI) is a high school that is part of the Alameda Unified School District. ASTI is located on College of Alameda campus. For further information about the application process, eighth grade students or their parents may contact the Office of Secondary Schools, Alameda Unified School District, at (510) 337-7094, or ASTI@alameda.k12.ca.us.

#### **Athletics**

The College of Alameda intercollegiate athletic program provides students the opportunity to participate in Men's Basketball and Women's Volleyball. College of Alameda is a member of the Bay Valley Conference (BVC) and the California Community Colleges Athletic Association (CCCAA).

#### **Bookstore**

The College of Alameda Bookstore carries all course materials required for courses at the College, as well as school supplies, imprinted clothing and gift items, course-related reference materials, and beverages and snacks. The store is located at the south end of the Student Center, Building F, next to the Student Lounge. Textbooks play an important role in education. The store has a complete selection of money-saving used books, which are discounted 25% off the new book price. Remember to shop early for the best selection of used books.

#### **Regular Store Hours:**

Monday – Thursday 8:30 a.m. – 5:00 p.m. Friday 8:30 a.m. – 3:00 p.m.

\*Bookstore will be open extended hours during the start of the semester. Call for extended hours and dates.

Contact Information:

Phone (510) 748-2246 - Fax (510) 523-8576

E-mail: 0187mgr@follett.com

#### **Books**

The college bookstore carries all textbooks required for courses offered at College of Alameda, as well as many general books, paperbacks and course-related reference books and materials.

#### **Purchasing Textbooks**

Textbooks may differ between sections. In order to ensure that you purchase the correct textbooks, please bring a copy of your schedule when you come to the Bookstore. You can also purchase your textbooks online at www.coa. bkstr.com. When purchasing online you can choose to have your books held for pickup at the CoA Bookstore, or, for a fee, they can be delivered directly to your home or business.

# Services & Information (Continued)

#### **Payment**

The CoA Bookstore accepts cash, credit cards (MasterCard, Visa, Discover, or American Express) or EOPS vouchers for purchases. Checks are not accepted, unless they are checks issued by the Department of Rehabilitation.

#### **Textbook Return Policy**

Refunds will be gladly given when you provide a register receipt with the book and the book is in new condition, with no writing, notes or underlining in it. When returning shrink-wrapped sets, make sure all items are enclosed. Please be careful before opening shrink-wrapped sets. Many contain electronic media and are only returnable if they are defective.

The last day for a refund with a receipt is one week from the start of the semester. The last day for a refund with a receipt AND a schedule showing the class as dropped is the last day to drop classes in the schedule. Other textbooks may be returned for a full refund within two days of your purchase date with receipt and in the condition in which they were bought. Textbooks purchased during "finals week" (or during the last week of classes) are not returnable for a full refund.

#### **Textbook Buyback Policy**

The resale value of a textbook depends on supply and demand. If your book is being reused on campus, we will offer 50% of the purchase price. If not, a wholesale value will be offered based upon edition and need.

#### **CalWORKS**

CalWORKS at College of Alameda encourages personal responsibility and accountability. It is committed to helping individuals receive an education and training, which will provide employment opportunities. CalWORKS promotes short-term training, as well as life-long learning. The ultimate goal of our program is to assist CalWORKS students with vocational/educational training programs that lead to self sufficiency.

#### Catalog

The current College of Alameda General Catalog contains degree and certificate requirements and complete course descriptions.

The catalog can be purchased at the bookstore or downloaded for free at www.alameda.peralta.edu/college-catalog.

#### **Class Start and End Times**

Students are expected to be in class, prepared for instruction, at the designated class starting time.

#### College Hour

The policy of College of Alameda is to provide for a "College Hour" on Tuesday from 12:30 p.m. to 1:30 p.m., so as to encourage college-wide events, student clubs and other extracurricular activities. No classes should be scheduled during this hour.

#### **Disabled Student Programs & Services (DSPS)**

DSPS provides both instruction and support services to students with disabilities who are enrolled at the College. Services include academic, vocational, and personal counseling; diagnostic testing; testing accommodations; and alternate media. Instruction is offered through Learning Resources courses. For more information, please contact DSPS at (510) 748-2328 or visit the DSPS office in room D-117.

#### EOPS/ CARE/ CAFYES/NextUp

Educational Opportunity Programs and Services (EOPS) is a state-funded program that was created to enable students affected by language, social, and/or economic challenges to achieve their educational objective and goals; including, but not limited to, obtaining job skills, occupational certificates, or associate degrees, and/or transferring to four-year institutions.

Cooperative Agencies Resources for Education (CARE) program in the California Community Colleges as "a unique educational program geared toward the welfare recipient who desires job-relevant education to break the dependency cycle." As a supplemental component of EOPS, CARE provides educational support services designed for the academically under-prepared, low income, single parent population

Cooperating Agencies Foster Youth Educational Support/ NextUp Program (CAFYES/NextUp) is a supplemental component of the existing Extended Opportunity Programs and Services (EOPS) program. The purpose of CAFYES is to strengthen the capacity of community college districts to support the higher education success, health and well-being of former who are enrolled at the College of Alameda.

#### Instructional and Other Materials Fees

During the first week of instruction in some courses or Certificate programs, students will be provided with a list of required tools and/ or materials which each student is expected to obtain and which will be of continuing use to the student upon completion of the course or program. Students are asked to pay for printing in the library and Learning Resources Center.

# Services & Information (Continued)

#### **LGBTQQIA**

College of Alameda is committed to equity and inclusion for students, faculty and staff members who are lesbian, gay, bisexual, transgender, queer, questioning, intersex, or gender non-conforming. For a list of Safe Space employees, please go to alameda.peralta.edu/lgbtqqia

#### Library and Learning Resources Center

The Library and Learning Resources Center (Building L) houses a wide variety of services and resources for students, faculty and staff.

The Library, on the main floor, contains more than 30,000 volumes, 215 periodicals, pamphlets and microform materials. Also available are photocopiers and computers for library research, study rooms and a leisure reading area.

#### Library

The Library is located on the first floor of the L Building and houses an instructional area, circulation services desks and reference desks as well as the print collection, which includes Best Sellers, Circulating Books, Reference Books, Easy Readers, Periodicals, and Textbook Reserves. The Library offers online resources as well, which include article databases, eBooks and streaming videos. Other Library services located on the first floor include photocopiers, group study rooms, a leisure reading area, and the library office. At the Reference desk, the librarians provide instruction in the use of library resources for individuals, classes, and workshops. The Library also offers online reference help via our "Ask a COA Librarian" chat service accessible from our library homepage at alameda.peralta. edu/library. The online catalog provides access to all Peralta College libraries' print collections. A variety of additional online resources, including electronic periodical databases, are also available on the reference computer workstations and remotely for registered students.

The College of Alameda student identification card for the current semester is the user's library card. Library users are responsible for returning borrowed materials on time and for paying a charge for lost or severely damaged materials. Circulating materials are considered overdue when not returned by the due date. Failure to meet these obligations will result in a "hold" on registration and borrowing privileges. A library "hold" can be removed when overdue library materials are returned and/or all charges are paid. Library users that do not comply with or violate the College of Alameda Student Code of Conduct or Library rules and regulations may be subject to disciplinary action and/or loss of library privileges.

# Mathematics Engineering Science Achievement (MESA)

The College of Alameda MESA program is a peer and professional support community whose sole aim is to increase access and opportunities of success in STEM-related fields to students who are the first in their family to graduate college, and come from a low-income and historically underrepresented background. We provide resources and support to MESA students to cultivate essential academic skills, develop leadership, and achieve success in school, career, life, and STEM-related fields. The MESA Center is located in 860 Atlantic Avenue, Room 125.

#### **Student Activities & Campus Life**

The Office of Student Activities & Campus Life supports a variety of student-centered activities, including on-campus events, student government (Associated Students of CoA), and many student clubs. For more information, visit their offices on the second floor of Building F.

#### Student Grievance and Due Process Policy

The Peralta Colleges have developed procedures and channels by which a student may request a hearing for any appropriate grievance. A student has the right of protection and may initiate a grievance action in accord with official district guidelines. A student is responsible for complying with all college regulations as established by the instructor for each course in which he or she is enrolled. College of Alameda and the district office shall insure that a student is accorded due process as stated in the written procedures of the college governing cases of admission, probation, suspension or dismissal. For more information or for help in filing a grievance, go to the office of the Vice President of Student Services.

Dishonesty, i.e., cheating, plagiarism or furnishing false information to the college, forgery, alteration or misuse of college documents, records, or identification documents, is a violation of the Student Code of Conduct and may result in disciplinary action.

#### **Counseling Department**

College of Alameda's Counseling Department provides comprehensive services and programs that empower students to identify and achieve their educational goals. The department also offers classroom counseling and guidance courses to assist students with recognizing their full potential through developing self-awareness, educational management, and career planning skills.

# Services & Information (Continued)

#### **Transfer Center**

The Transfer Center provides a variety of services and workshops for students interested in transferring to a four-year college or university. For more information about the Transfer Academy, please call (510) 748-2113.

#### **Umoja Learning Community**

Umoja - a Kiiswahili word for unity is a community and critical resource dedicated to enhancing the cultural and educational experiences of African-American and other students. In the Umoja community educators and learners are committed to the academic success, personal growth, and self -actualization of students. The Umoja community seeks to educate the whole student - mind, body, and spirit. The Umoja Learning Community is located in the Library, Second Floor, Room L215, please call (510) 748-5274

#### **Veterans Resource Center/VA Educational**

Veterans who would like to utilize their Montgomery G.I. Benefits should contact the College of Alameda Veteran's Resource Center. Initial applications can take from six to eight weeks for processing. If you need benefits prior to the start of a semester, please contact the Veteran's office four weeks before the start of the semester to inquire about advance pay. Failure to submit the proper paperwork will result in an interruption of your Montgomery G.I. Benefits. The Veterans Resource Center is located in the G-Building, 2nd Floor, Room G236. For more information call:(510) 748-5293 or (510) 748 -5284 or visit alameda.peralta.edu/veterans services/

#### **Wellness Center**

The College provides the services of a nurse and mental health counselor to support student health and wellness. Consultation and health services are free of charge to all College of Alameda students. Acupuncture and massage services are also available. The Wellness Center is located in the Student Center, Room F105 and is open 9:00 a.m. - 5:00 p.m., Monday through Thursday. For information, call (510) 748-2320.

For more comprehensive health services, students may schedule an appointment at the Peralta Wellness Center at Laney College, (510) 464-3134.

Due to the ongoing COVID-19 shelter at home orders, **all offices are physically closed**. All services and classes are being offered remotely with the exception of a few in-person labs and CTE courses. Also, please visit **safe.peralta. edu/** for the latest updates on all PCCD classes and operations affected by COVID-19.

# Common Enrollment Issues

#### Holds

Where to check for holds.

- 1. Sign into your **Campus Solutions** Student Homepage
- 2. Click the Tasks tile to review hold information and how to clear the hold



These are the most common holds:



#### **Error Messages**

Check Enrollment Appointment Date

- Review the "Enrollment Appointments" sections in the Academic Records or Manage Classes
- 2. The **Manage Classes** tile will have an alert once Enrollment Appointments are available

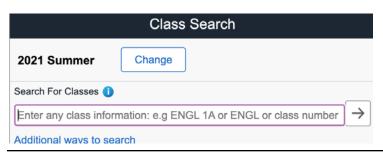




# **Locate Classes & Enroll**

#### Steps to Locate a Class

- 1. Go to <a href="https://web.peralta.edu/admissions/schedule-of-classescatalogs/">https://web.peralta.edu/admissions/schedule-of-classescatalogs/</a> click Search for Classes
- Select a Term
- 3. Enter Class Information to see results





# **Waitlist**

During registration, if you try to register for a class that is full ("CLOSED"), you will be given the option to add to the waitlist for that class until the waitlist fills. *Remember, being on a waitlist does not guarantee you a seat in a class.* If seats become available, those on the waitlist will be enrolled in the order they were added to the list.

Important: Passport will allow you to get on a waitlist, however, you will not be enrolled if you have any holds, time conflicts, repeat or prerequisite errors, duplicate courses, excessive units, or any type of registration error.

# Frequently Asked Questions

#### Can anybody get on a Wait List?

Anyone can get on a waitlist if the waitlist for the class is available, but you will be enrolled in the class if:

- You meet the class prerequisites
- The class time does not conflict with another class in which you are already enrolled
- You are not enrolled in another section of the same course
- You have no repeat errors or holds on your record
- The class units do not exceed your maximum allowed.

When the daily process runs and space in the class is available, if you are on the waitlist but do not meet the criteria above, instead of being automatically enrolled in the class you will remain on the waitlist.

#### Who gets into a class from a waitlist?

If one seats become available, students will automatically be enrolled in the class in the order in which they were added to the waitlist as long as there are no errors or enrollment restrictions.

#### How do I know if I got into a class?

If you are auto enrolled from the waitlist, you will be notified by email to your Peralta email account. Be sure to activate and monitor your Peralta emails during the registration period.

#### When do I pay for the class?

Fees will be assessed after you enroll in a class and must be paid 2 weeks before the beginning of the term. If you do not pay your fees, you may be dropped from the class for non-payment. If you add after this deadline, you are required to pay the fees immediately or a hold WILL be placed on your account and your debt will be sent to collections. Students on a waitlist should monitor their Peralta email closely for enrollment notification.

#### What is the first day I can waitlist?

Waitlists become available when a class reaches its enrollment capacity. Waitlisted classes are displayed in the online schedule of classes with a yellow triangle icon. What is the last day I can be added to a waitlist? You can be added to a waitlist until the day before classes begin.

#### What prevents me from adding to a waitlist?

- Enrollment appointment date/time has not yet been reached
- The last day to add to the waitlist has passed
- Class is not yet closed
- Waitlist is at its capacity
- You have reached the limit for waitlisted units (waitlisted and enrolled units cannot exceed 10 units in summer, and 18 units in fall and spring)

# If an enrolled student drops a class and a seat opens up, do waitlisted students get the opportunity to enroll first?

Yes. When a class is marked as closed only students from the waitlist can be enrolled.

Before the first day of classes, a daily process runs to automatically enroll students from the waitlist. If all waitlisted students are successfully enrolled in the class and there are still seats available, the class will reopen. However, if all students from the waitlist are moved to the class filling the class to capacity, the class will remain closed and the waitlist will re-open.

If by the first day of class you are still on the waitlist, you will need to attend the first class meeting and obtain a permission number from your instructor in order to enroll in the class.

# Can I be on the Waitlist for more than one section of the same class?

Yes. You will be automatically enrolled in the section that becomes available first, depending on your position on the waitlist for each section.

# Waitlists (continued)

#### Can a student be both enrolled and waitlisted for different sections of the same class?

Yes, but they cannot be enrolled in both. A student can be enrolled in the open section of a class and at the same time be on the waitlist for a different section of that same class (maybe the waitlisted section was their first choice, but it has reached capacity). However, a student will not be auto enrolled in the waitlisted section when a seat becomes available, even if they are eligible. In this instance, they will need to drop themselves from the section they are currently enrolled.

#### How will I move from the waitlist into the class?

During the registration period before classes begin, you are automatically enrolled as space becomes available. After classes begin, instructors are required to issue permission numbers. You use the class permission number to enroll in the class via Passport (you must drop yourself from the waitlist before using the permission number) or by going to the Admissions and Records office at the college.

#### **ADMISSIONS & RECORDS CONTACT INFO FOR EACH COLLEGE**

| COLLEGE               | PHONE            | EMAIL                              |
|-----------------------|------------------|------------------------------------|
| Berkeley City College | (510) 981 - 2806 | bcc-admissions&records@peralta.edu |
| College of Alameda    | (510) 748 - 2228 | mbryant@peralta.edu                |
| Laney College         | (510) 464 - 3121 | laneyadmissions@peralta.edu        |
| Merritt College       | (510) 436 - 2487 | sdelatorre@peralted.edu            |
| District Office       | (510) 466 - 7368 | admissions@peralta.edu             |

#### Is there a limit to the number of units that can be waitlisted?

Yes. Your waitlisted units and enrolled units cannot exceed 10 units in summer and 18 units in fall and spring.

#### Are waitlisted units counted into my total units for the term?

No. Enrolled units and waitlisted units are counted separately. Waitlisted courses are not counted towards full-time status or calculated for fees.

#### Will I be charged the enrollment fee when I add to the waitlist?

No. You are only charged the appropriate fees when you are officially enrolled in the class.

#### How do instructors know who is on the waitlist?

Class waitlists are available to instructors through class rosters.

#### Can I drop myself from a waitlist?

Yes. You can drop yourself from a Waitlist using Drop Classes in Campus Solutions.

#### Can I see my position on a waitlist?

You can view your waitlist position in the "View My Classes" section under the Manage Class tile.

#### How can I tell if a class has a waitlist?

Waitlisted classed are marked by a yellow triangle in the online schedule of classes.

# **Add Deadlines**

Please note that effective this term there are two key add deadlines for regular session (full term) classes:

1. The last day to add without an instructor-provided permission number (June 20, 2021)

In addition, June 20th, 2021 is the last day to drop regular session classes to receive a refund and the last day to drop regular session classes without a "W" appearing on transcripts.

A full calendar can be found at https://web.peralta.edu/admissions/summer-2021important-dates-deadlines-enrollment-dates/



#### HOW TO USE A PERMISSION NUMBER

You may add regular session (full term) classes, where space is available, using Campus Solutions the first day of class and through Sundy of that week (June 14 - June 20). After the first week of classes, you may only add a regular session class by obtaining a permission number from the instructor.

To obtain an instructor permission number, you must go to a class meeting and /or e-mail the instructor. If space is available the instructor may provide the required permission number.

You will need only the permission number for online enrollment through Campus Solutions. You will need the permission number and signature on an **ADD CARD FORM** to enroll in-person.

You are responsible for registering yourself in the class via Campus Solutions with the permission number or in-person at the College Admissions and Records office by the last day to add for the term (June 20, 2021).

#### How do I obtain a permission number?

To obtain an instructor permission number you must attend a class meeting and/or e-mail the instructor. If space is available, the instructor may provide the required permission number.

#### How do I use the permission number to enroll?

To enroll online, log in to Campus Solutions and follow the regular enrollment steps. If a permission number is required, you will be prompted to provide it during the enrollment process (see adding a class with a permission number instructions). To enroll in person, you will need to fill out an add card form and obtain the permission number and instructor signature.

#### How do wait-listed students use a permission number?

A waitlisted student can go add the permission number by going to the "Update Classes" section under the Manage Classes.

#### Do permission numbers override a course pre-requisite or enrollment hold?

No. Similar to auto-enrolling from a waitlist, permission numbers only allow you to enroll if you have met the requisites and have no holds on your account.

# Financial Aid is now available to AB 540 students The California Dream Act

#### WHAT IS THE CALIFORNIA DREAM ACT?

The California Dream Act is comprised of two state laws, AB 130 and AB 131, that allow AB 540 students to apply for and receive several types of financial aid, including:

- California College Promise Grant (formerly BOG Waiver)
- State financial aids such as Cal Grants, Chafee Grant, and Student Success Completion Grant (SSCG)
- Assistance from EOPS, CARE or CalWORKs
- Privately-funded scholarships

Check with your campus financial aid, scholarship, EOPS/CARE and CalWORKs offices to see what is available.

#### WHAT IS AN AB 540 STUDENT?

have attended a combination of California high school, adult school, and California Community College
for the equivalent of three years or more, or attained credits earned in California from a California high
school equivalent to three or more years of full-time high school course work and attended a combination of
elementary, middle and/or high schools in California for a total of three or more years,

#### **AND**

- 2. The student must have:
  - Graduated from a California high school or attained the equivalent prior to the start of the term (for
    example, passing the GED or California High School Proficiency exam), or completed an associate degree
    from a California Community College, or
  - Completed the minimum requirements at a California Community College for transfer to the California State University or the University of California,

#### **AND**

3. The student must register as an entering student at, or current enrollment at, an accredited institution of higher education in California,

#### AND

4. The student must file an affidavit with the college or university stating that if the student is a non-citizen without current or valid immigration status, the student has filed an application to legalize immigration status, or will file an application as soon as the student is eligible to do so.

#### WHAT IS MY NEXT STEP?

- If you are AB540 eligible, visit <a href="https://dream.csac.ca.gov/">https://dream.csac.ca.gov/</a> to apply for financial aid
- For Cal Grant eligibility: Your college GPA verification form needs to be submitted to California Student Aid Commission (CSAC) by March 2 2021. For more information on GPA requirements, visit <a href="https://www.csac.ca.gov/student-forms-0">https://www.csac.ca.gov/student-forms-0</a>
- To ensure that your GPA Verification is electronically submitted, visit Admissions & Records Office at your home college to update your SSN to 999-99-9999
- For high school GPA verification, you must check in with your high school

# **AB705 Information**

# GRADUATE & TRANSFER FASTER THAN EVER WITH AB705

It's a NEW DAY, there's a NEW WAY for you to graduate and transfer faster than ever before. See a counselor for more information and visit <a href="https://www.peralta.edu/academicaffairs/ab705atpccd">www.peralta.edu/academicaffairs/ab705atpccd</a> for a full description of the new California state law called AB 705.

# WHAT'S OLD

 Placement tests that didn't do a very good job of properly placing students into the math and

English classes right for them. That's old!

- Semester after semester of below-college-level math and English courses that delayed students from reaching their graduation and transfer goals. That's old!
- Math & English courses that didn't give students enough time with their instructors to really help them succeed. That's old!

For students enrolled in **ESOL coursework**, AB705 requires California Community Colleges to maximize the probability that a student will enter and **complete degree and transfer requirements in English within three years.** Placement tests may still be used. Colleges may elect to provide a variety of additional instructional support and student services assistance to increase course success.

# **WHAT'S NEW**

- No more placement test for math and English.

  Almost all students are now placed directly into college and transfer-level courses, making it faster to complete your graduation and transfer goals.
- More classroom support is now available for your math and English classes. These classes offer additional one-on-one and small group learning with faculty.
   These "supplemental" courses are required for some students (based on high school gpa) but are open to all students.
- Taking math and English right away as you enter college for the first time or are returning back to college is key to your success. Our aim is to support students in successfully passing college-level math and English in your first year.





# SUMMER 2021

**COURSE SCHEDULE** 

# Enroll for Classes Online Today! sa.peralta.edu

#### PLEASE NOTE:

Due to the ongoing COVID-19 crisis, all offices and classes are physically closed. All services and classes are being offered <u>remotely</u> with the exception of a few in-person labs and CTE courses. Please visit safe.peralta. edu for the latest updates on all PCCD classes and operations affected by COVID-19.

Classes subject to change, please see online schedule for the latest information in Campus Solutions: sa.peralta.edu

- \* A single asterisk means that the course is acceptable for transfer credit to California State University (CSU) only.
- \*\* A double asterisk means that the course is acceptable for transfer credit to California State University (CSU) and acceptable at the University of California, within any limitations stipulated by U.C.

**EVENING/WEEKEND COURSES ARE SHADED IN GRAY** 



AFRICAN-AMERICAN STUDIES ATHLETICS

CODE SEC L/L HOURS DAYS INSTRUCTOR ROOM COLLEGE

#### AFRICAN-AMERICAN STUDIES

#### **AFRAM**

#### 18 AFRICAN HERITAGE OF LATIN 3 UNITS AMERICA

Survey of the influence of African people throughout Latin America

30733 Lec Walker ONLINE Alameda
Online Course. Contact instructor at hwalker@peralta.edu for more information.
To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### \*\* 30 AFRICAN-AMERICAN HISTORY: 3 UNITS AFRICA TO 1865

Survey of the experience of African-Americans from their origins to the end of the Civil War

30773 Lec Campbell ONLINE Alameda Online Course. Contact instructor at jcampbell@peralta.edu for more information. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### ANTHROPOLOGY

#### **ANTHR**

# \*\* 1 INTRODUCTION TO PHYSICAL 3 UNITS ANTHROPOLOGY

Study of human beings and their ancestors

30201 Lec Oeh ONLINE Alameda

Online Course; Contact instructor at koeh@peralta.edu for more information.

All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

30212 Lec Leitner ONLINE Alameda

Online Course; Contact instructor at dleitner@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

ART ART

#### \*\* 1 INTRODUCTION TO ART HISTORY 3 UNITS

Introduction to art purposes, principles and forms

30211 Lec Guzman ONLINE Alameda 06/28/2021-07/22/2021 Online course. Contact instructor at mguzman@peralta. edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account,

be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

to /20/201-07/22/2021 Online Course. Contact his fuctor at high an imperatual edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### *ASTRONOMY*

**ASTR** 

#### 10 DESCRIPTIVE ASTRONOMY 3 UNITS

Survey of astronomy at a descriptive level

PREREQUISITES: MATH 201, 210D, 230, 240 OR APPROPRIATE PLACEMENT INTO TRANSFER LEVEL MATH THROUGH MULTIPLE MEASURES ASSESSMENT PROCESS

30708 Lec Park ONLINE Alameda

Online course; Please contact instructor at bpark@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www. peralta.edu and click on "For Students" on the left side. Then select "Student Email". CODE SEC L/L HOURS DAYS INSTRUCTOR ROOM COLLEGE

#### **ATHLETICS**

**ATHL** 

### \*\* 7 BASKETBALL TEAM PRE-SEASON 0.5 UNIT PREPARATION

Intercollegiate Basketball Team Pre-season training for intercollegiate competition

30735 Lab Collins ONLINE Alameda
06/28/2021 - 07/29/2021 This class will use Canvas with Zoom. Zoom sessions
will be scheduled in consolation between instructor and class participants.
Please contact instructor at mcollins@peralta.edu for more information. All
instructions and communications for this class will be sent to Peralta student
email accounts. To access your student email account, go to www.peralta.edu
and click on "For Students" on the left side. Then select "Student Email".

30735 Lab 3:00-3:50 PM TTh Collins ONLINE Alameda

06/28/2021 - 07/29/2021 This class will use Canvas with Zoom. Zoom sessions
will be scheduled in consolation between instructor and class participants.
Please contact instructor at mcollins@peralta.edu for more information. All
instructions and communications for this class will be sent to Peralta student
email accounts. To access your student email account, go to www.peralta.edu
and click on "For Students" on the left side. Then select "Student Email".

## \*\* 73 VOLLEYBALL TEAM PRE-SEASON 0.5 UNIT PREPARATION

Intercollegiate Volleyball Team Pre-season training. The course includes fundamentals of intercollegiate competition

30736 Lab Elliott ONLINE Alameda

06/28/2021-07/29/2021 This class will use Canvas with Zoom. Zoom sessions will be scheduled in consolation between instructor and class participants. Please contact instructor at teliott@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

30736 Lab 1:00-1:50 PM TTh Elliott ONLINE Alameda

06/28/2021-07/29/2021 This class will use Canvas with Zoom. Zoom sessions will
be scheduled in consolation between instructor and class participants. Please
contact instructor at teliott@peralta.edu for more information. All instructions
and communications for this class will be sent to Peralta student email accounts.
To access your student email account, go to www.peralta.edu and click on "For
Students" on the left side. Then select "Student Email".

#### AUTOMOTIVE TECHNOLOGY ATECH

# \* 22 INTRODUCTION TO AUTO 4 UNITS MECHANICS

How cars work

30684 Lab 10:15-12:20 PM MTWTh Christensen B102 Alameda Synchronous online lecture meetings via ConferZoom on MTWTH 08:00 a.m. - 10:05 a.m.

Lec 8:00-10:05 AM MTWTh Christensen HYBRID Alameda

#### AVIATION MAINTENANCE TECHNOLOGY

"Student Email".

AMT

#### \* 66 AIRFRAME SYSTEMS AND REVIEW 3 UNITS

Review in preparation for the Federal Aviation Administration examination

30228 Lec 3:00-4:05 PM M Ko HYBRID Alameda

Lec 3:00-4:05 PM TWThF Ko AIRFC101 Alameda

06/14/2021-08/05/2021 Hybrid Course; Contact instructor at hko@peralta.edu
for more information. All instructions and communications for this class will be
sent to Peralta student email accounts. To access your student email account,
go to www.peralta.edu and click on "For Students" on the left side. Then select

AVIATION MAINTENANCE TECHNOLOGY COMMUNICATIONS

2 UNITS

**5 UNITS** 

CODE SEC L/L HOURS DAYS INSTRUCTOR ROOM COLLEGE

#### \* 66L AIRFRAME SYSTEMS AND REVIEW

Review in preparation for the Federal Aviation Administration examination 06/14/2021-08/05/2021

MTWThF Ko AIRFC110 Alameda 30734 Lab 4:15-6:40 PM

#### **BIOL BIOLOGY**

#### \*\* 2 **HUMAN ANATOMY**

Detailed study of human body structure PREREQUISITE: BIOL 10 OR 24

#### 30166 MTWTh Reiman Lab 1:00-3:05 PM **ONLINE Alameda**

100% Online course: Synchronous online lab class meetings via ConferZoom on MTWTH 1:00 p.m. - 3:05 p.m. Course meetings take place via Zoom requiring a webcam, microphone, and reliable access to the Internet. Please contact instructor at Ireiman@peralta.edu for more course information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### Lec 9:00-11:50 AM MTWTh Reiman ONLINE Alameda

100% Online course: Synchronous online lecture class meetings via ConferZoom on MTWTH 9:00 a.m. - 11:50 a.m. Course meetings take place via Zoom requiring a webcam, microphone, and reliable access to the Internet. Please contact instructor at Ireiman@peralta.edu for more course information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### **HUMAN PHYSIOLOGY 5 UNITS**

Detailed study of human body function PREREQUISITE: CHEM 30A OR 1A

30168 **ONLINE Alameda** Majlesi

> 6/28/2021-7/22/2021 Online Course; Please contact instructor at rmajlesi@ peralta.edu for more course information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

Majlesi ONLINE Alameda

#### **BASIC HUMAN ANATOMY AND** \*\* 24 **4 UNITS PHYSIOLOGY**

Fundamentals of the structure and function of the human body from an organ system perspective

30220 **ONLINE Alameda** 

> Online Course. Contact instructor at malasad@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www. peralta.edu and click on "For Students" on the left side. Then select "Student Email".

AI-AsadONLINE Lec Alameda

#### **COMMUNICATIONS COMM**

#### \*\* 1A INTRODUCTION TO SPEECH **3 UNITS**

Rhetorical and argumentative analysis of significant contemporary political and social issues

30208 Fowler ONLINE

> 06/28/2021-07/22/2021 4-Week Online Course. Contact instructor at jfowler@ peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email". Cost Cutter Alert: This course section uses only zero-cost course materials. Course materials are provided digitally free of charge. Printed materials are sometimes available for purchase.

30209 Fowler ONLINE Alameda

> 06/28/2021-07/22/2021 4-Week Online Course. Contact instructor at jfowler@ peralta.edu for more information. All instructions and communications for this

CODE SEC L/L HOURS DAYS INSTRUCTOR ROOM COLLEGE

class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email". Cost Cutter Alert: This course section uses only zero-cost course materials. Course materials are provided digitally free of charge. Printed materials are sometimes available for purchase.

#### INTERPERSONAL COMMUNICATION \*\* 20 **SKILLS**

Analysis of communication needs and improvement of

30186 **Andrew** ONLINE Alameda Lec

> Online course with required live class meetings or speech presentations on Zoom. Days and times to be determined. Contact instructor at ashlieandrew@ peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email". Cost Cutter Alert: This course section uses only zero-cost course materials. Course materials are provided digitally free of charge. Printed materials are sometimes available for purchase.

#### \*\* 44 **ARGUMENTATION 3 UNITS**

Principles of argumentation and persuasion

30217 Plump ONLINE Alameda

> Online course with required live class meetings or speech presentations on Zoom. Days and times to be determined. Contact instructor at bplump@peralta. edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email". Cost Cutter Alert: This course section uses only zero-cost course materials. Course materials are provided digitally free of charge. Printed materials are sometimes available for purchase.

#### \*\* 45 **PUBLIC SPEAKING** 3 UNITS

Principles of public speaking

30770 ONLINE Staff Alameda

> Online course with required live class meetings or speech presentations on Zoom. Days and times to be determined. Please visit www.alameda.peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

### **COUNSELING**

**COUN 3 UNITS** 

#### \*\* 24 **COLLEGE SUCCESS**

Identification and development of resources that facilitate college success

30224 VirkkilaFelsch **ONLINE Alameda** 

> 06/14/2021-08/05/2021 Online Course; Please contact instructor at vvirkkila@ peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

30808 Frias ONLINE Alameda

> 06/14/2021-08/05/2021 Online Course; Please contact instructor at bfrias@ peralta.edu for more information. All instructions and communications for , this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### **CAREER AND LIFE PLANNING** \*\* 57 **3 UNITS**

In-depth career and life planning

30225 Phan ONLINE Alameda

> 06/14/2021-08/05/2021 Online Course; Please contact instructor at vinhphan@ peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

DENTAL ASSISTING ENGLISH

CODE SEC L/L HOURS DAYS INSTRUCTOR ROOM COLLEGE

#### DENTAL ASSISTING

**DENTL** 

#### 251 DENTAL TERMINOLOGY

1 UNIT

Introduction to dental terminology

30226 Lec Peques ONLINE Alameda

Online Course; Please contact instructor at cpegues@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"

### **ECONOMICS**

**ECON** 

# \*\* 1 PRINCIPLES OF ECONOMICS (MACRO- 3 UNITS ECONOMICS)

Introductory economic concepts
PREREQUISITE: MATH 203 OR 211D

30160 Lec Gueye ONLINE Alameda

Online Course; Please contact instructor at sgueye@peralta.edu for more course information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

30182 Lec Bajrami ONLINE Alameda

06/28/2021-07/22/2021 Online Course; Please contact instructor at dbajrami@ peralta.edu for more course information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

# \*\* 2 PRINCIPLES OF ECONOMICS (MICRO- 3 UNITS ECONOMICS)

Principles of micro-economics PREREQUISITE: MATH 203 OR 211D

30169 Lec Gueye ONLINE Alameda

Online Course; Please contact instructor at sgueye@peralta.edu for more course information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Fmail"

30193 Lec Bajrami ONLINE Alameda

06/28/2021 - 07/30/2021 Online Course; Please contact instructor at dbajrami@ peralta.edu for more course information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side Then select "Student Email"

#### \*\* 6 INTERNATIONAL ECONOMICS 3 UNITS

General principles, terminology, and methods of international economics

PREREQUISTITE(S): ECON 1 & 2

30719 Lec Bajrami ONLINE Alameda

06/28/2021 - 07/30/2021 Online Course; Please contact instructor at dbajrami@ peralta.edu for more course information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### ENGLISH ENGL

### \*\* 1A COMPOSITION AND READING 4 UNITS

Reading and writing expository prose

PREREQUISITE: ENGL 201B OR 264B OR ESL 21B OR ESL 52B OR PLACEMENT THROUGH MULTIPLE-MEASURES ASSESSMENT PROCESS

30151 Lec Rubin ONLINE Alameda

Online Course; Contact instructor at jrubin@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu

CODE SEC L/L HOURS DAYS INSTRUCTOR ROOM COLLEGE

and click on "For Students" on the left side. Then select "Student Email".

30173 Lec Blood ONLINE Alameda

Online Course; Contact instructor at cblood@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

30178 Lec Staff ONLINE Alameda

Online Course; Please visit www.alameda.peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### \*\* 1B COMPOSITION AND READING 4 UNITS

Continued expository writing

PREREQUISITE: ENGL 1A

30152 Lec Jones ONLINE Alameda

Online Course; Contact instructor at majones@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www. peralta.edu and click on "For Students" on the left side. Then select "Student Email".

# \*\* 5 CRITICAL THINKING IN READING AND 3 UNITS WRITING

Development of the ability to analyze, criticize and advocate ideas

PREREQUISITE: ENGL 1A

30153 Lec Ulrey ONLINE Alameda

Online Course; Contact instructor at sulrey@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

30177 Lec Pappas ONLINE Alameda

Online Course; Contact instructor at pjpappas@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www. peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### GEOGRAPHY GEOG

### \*\* 1 PHYSICAL GEOGRAPHY 3 UNITS

Basic elements of the earth's physical systems and processes

30161 Lec Patrich ONLINE Alameda

Online Course; Please contact instructor at jpatrich@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### \*\* 1L PHYSICAL GEOGRAPHY LABORATORY 1 UNIT

Practical application of basic concepts and principles of physical geography

PREREQUISITE OR COREQUISITE: GEOG 1

30216 Lab Patrich ONLINE Alameda

Online Course; Please contact instructor at jpatrich@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Fmail"

### \*\* 3 WORLD REGIONAL GEOGRAPHY 3 UNITS

Introduction to the world's major geographic regions

30709 Lec Rose ONLINE Alameda

06/28/2021-07/22/2021 Online Course; Please contact instructor at abrose@ peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student

**GEOGRAPHY** HISTORY

CODE SEC L/L HOURS DAYS INSTRUCTOR ROOM COLLEGE

email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### **HEALTH PROFESSIONS AND HLTOC OCCUPATIONS**

#### 201 **MEDICAL TERMINOLOGY I** 2 UNITS

Study of medical terminology

30203 Dave' ONLINE Alameda

> 06/14/2021-08/05/2021 Online Course; Contact instructor at ndave@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

Dave' ONLINE 30238 Alameda

> 06/28/2021-07/22/2021 Online Course; Contact instructor at ndave@peralta. edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### 202 **MEDICAL TERMINOLOGY II** 2 UNITS

Continued study of medical terminology

30162 Dave' ONLINE Alameda

> 06/14/2021-08/05/2021 Online Course; Contact instructor at ndave@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### HISTORY **HIST**

#### **HISTORY OF THE UNITED STATES TO** \*\* 7A **3 UNITS**

History of the United States from colonial days to Reconstruction (1877)

30154 **ONLINE Alameda** Lec Story

> $On line\ course.\ Contact\ instructor\ at\ mstory @peralta.edu\ for\ more\ information.$ All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

30154 Lec 10:00-11:30 AM MTW Story **ONLINE Alameda** 

> $On line \, course. \, Contact \, instructor \, at \, mstory @peralta. edu \, for \, more \, information.$ All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

30156 Loretto **ONLINE Alameda** 

> Online Course; Please contact instructor at eloretto@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

30157 ONLINE Alameda Loretto

> Online Course; Please contact instructor at eloretto@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

30171 **ONLINE** Alameda Loretto

> Online Course; Please contact instructor at eloretto@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

CODE SEC L/L HOURS DAYS INSTRUCTOR ROOM COLLEGE

#### \*\* 7B **HISTORY OF THE UNITED STATES 3 UNITS SINCE 1865**

History of the United States from the end of the Civil War to the present

30155 **ONLINE Alameda** Sanceri

> Online Course; Please contact instructor at jsanceri@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

30170 Loretto ONLINE Alameda

> Online Course; Please contact instructor at eloretto@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### \*\* 8A **HISTORY OF LATIN-AMERICAN 3 UNITS** CIVILIZATION

History of Latin America from pre-Columbian times to the outbreak of the wars for independence

30185 Sanceri **ONLINE Alameda** 

> Online Course; Please contact instructor at jsanceri@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### KINESIOLOGY KIN

### \*\* 58A FITNESS CENTER STRENGTH TRAINING I - FUNDAMENTAL **0.5 UNIT**

Activity class

30710 Lab Altenbach ONLINE Alameda

> The kinesiology fitness courses will be offered in online format. Please check your Peralta email one week before the first day of class for specific instructions from your instructor regarding this class. Contact instructor at saltenbach@ peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### \*\* 58B FITNESS CENTER STRENGTH TRAINING II - BEGINNING **0.5 UNIT**

Activity class

Altenbach ONLINE Alameda 30711 Lab

> The kinesiology fitness courses will be offered in online format. Please check your Peralta email one week before the first day of class for specific instructions from your instructor regarding this class. Contact instructor at saltenbach@ peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### \*\* 58C FITNESS CENTER STRENGTH **0.5 UNIT** TRAINING III - INTERMEDIATE

Activity class

30712 Altenbach ONLINE Alameda

> The kinesiology fitness courses will be offered in online format. Please check your Peralta email one week before the first day of class for specific instructions from your instructor regarding this class. Contact instructor at saltenbach@ peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

# \*\* 58D FITNESS CENTER STRENGTH TRAINING IV - EXPERIENCED

**0.5 UNIT** 

Activity class

30713 Lab Altenbach ONLINE Alameda KINESIOLOGY MATHEMATICS

CODE SEC L/L HOURS INSTRUCTOR ROOM DAYS

> The kinesiology fitness courses will be offered in online format. Please check your Peralta email one week before the first day of class for specific instructions from your instructor regarding this class. Contact instructor at saltenbach@ peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### 60A **CIRCUIT TRAINING FOR STRENGTH I** 1 UNIT

Activity Class

30714 Thompson ONLINE Alameda

> The kinesiology fitness courses will be offered in online format. Please check your Peralta email one week before the first day of class for specific instructions from your instructor regarding this class. Contact instructor at Ithompson@ peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### **60B** CIRCUIT TRAINING FOR STRENGTH 1 UNIT II-BEGINNING

**Activity Class** 

30715 Thompson ONLINE Alameda

> The kinesiology fitness courses will be offered in online format. Please check your Peralta email one week before the first day of class for specific instructions from your instructor regarding this class. Contact instructor at Ithompson@ peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### \*\* 60C CIRCUIT TRAINING FOR STRENGTH III 1 UNIT

Activity Class

30716 Thompson ONLINE Alameda

> The kinesiology fitness courses will be offered in online format. Please check your Peralta email one week before the first day of class for specific instructions from your instructor regarding this class. Contact instructor at Ithompson@ peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### \*\* 60D CIRCUIT TRAINING FOR STRENGTH IV 1 - 2 UNIT

**Activity Class** 

30717 Thompson ONLINE Alameda

> The kinesiology fitness courses will be offered in online format. Please check your Peralta email one week before the first day of class for specific instructions from your instructor regarding this class. Contact instructor at Ithompson@ peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### LEARNING RESOURCES **LRNRE**

#### SUPERVISED TUTORING (NON-0 UNIT 501

Supervised tutoring, either individually or in small groups, to improve student success in college courses

30163 Staff **ONLINE Alameda** Online Tutoring; Open entry/open exit. 8-4pm Mondays through Thursdays.

#### **MATHEMATICS** *MATH*

PRE-CALCULUS 4 UNITS

> Preparation for the calculus sequence or other courses requiring a sound algebraic background PREREQUISITE: MATH 203 OR 211D

30190 Herrera ONLINE Alameda

100% online course: Synchronous online class meetings via ConferZoom on

CODE SEC L/L HOURS DAYS INSTRUCTOR ROOM COLLEGE

> TTH 2:30 p.m. - 4:20 p.m., remaining hours asynchronous online. Please contact instructor at eherrera@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

30190 Lec 2:30-4:20 PM T Th ONLINE Alameda Herrera

> 100% online course: Synchronous online class meetings via ConferZoom on TTH 2:30 p.m. - 4:20 p.m., remaining hours asynchronous online. Please contact instructor at eherrera@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

30230 Broxholm **ONLINE** Alameda

> Online Course; Contact instructor at vbroxholm@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www. peralta.edu and click on "For Students" on the left side. Then select "Student

#### \*\* 3A **CALCULUS I 5 UNITS**

Theorems on limits and continuous functions, derivatives, differentials, applications

PREREQUISITE: MATH 2; OR MATH 1 & 50

30176 Baker ONLINE Alameda

> Online Course; Prior to the beginning of the semester, please contact instructor at dbaker@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### \*\* 3B **CALCULUS II 5 UNITS**

Applications of the definite integral

PREREQUISITE: MATH 3A

**ONLINE Alameda** 30206 Montgomery

> 100% online course: Synchronous online class meetings via ConferZoom on MW 2:30 p.m. - 4:20 p.m. Remaining hours will be completed asynchronously online. Prior to the beginning of the semester, please contact instructor at cemontgom $ery @peralta. edu \, for \, more \, information. \, All \, instructions \, and \, communications \, for \, instructions \, instructions \, and \, communications \, for \, instructions \, in$ this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

30206 Lec 2:30-4:20 PM ΜW Montgomery ONLINE Alameda

> 100% online course: Synchronous online class meetings via ConferZoom on MW 2:30 p.m. - 4:20 p.m. Remaining hours will be completed asynchronously online. Prior to the beginning of the semester, please contact instructor at cemontgomery@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### \*\* 3C **CALCULUS III 5 UNITS**

Partial differentiation

PREREOUISITE: MATH 3B

**ONLINE Alameda** 30221 Riazati

> 06/14/2021-08/05/2021 100% online course: Synchronous online class meetings via ConferZoom on MW 2:30 p.m. - 4:20 p.m. Remaining hours will be completed asynchronously online. Prior to the beginning of the semester, please contact instructor at friazati@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

30221 Lec 2:30-4:20 PM ΜW Riazati **ONLINE Alameda** 

> 100% online course: Synchronous online class meetings via ConferZoom on MW 2:30 p.m. - 4:20 p.m. Remaining hours will be completed asynchronously online. Prior to the beginning of the semester, please contact instructor at friazati@ peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

MATHEMATICS **MATHEMATICS** 

CODE SEC L/L HOURS DAYS INSTRUCTOR ROOM COLLEGE CODE SEC L/L HOURS INSTRUCTOR ROOM COLLEGE DAYS **LINEAR ALGEBRA** \*\* 3E **3 UNITS** 30231 Bui ONLINE Alameda 100% online course: Synchronous online class meetings via ConferZoom on Linear algebra T 10:00 a.m. - 11:50 a.m. Remaining hours will be completed asynchronously PREREQUISITE : MATH 3A online. Prior to the beginning of the semester, contact instructor at pbui@peralta.  $edu\,for\,more\,information.\,All\,instructions\,and\,communications\,for\,this\,class\,will$ 30223 Alameda Herrera ONLINE be sent to Peralta student email accounts. To access your student email account, 100% online course: Synchronous online class meetings via ConferZoom on MW go to www.peralta.edu and click on "For Students" on the left side. Then select 1:30 p.m. - 2:20 p.m. Remaining hours will be completed asynchronously online. "Student Fmail" Prior to the beginning of the semester, please contact instructor at eherrera@ 30231 peralta.edu for more information. All instructions and communications for Lec 10:00-11:50 AM T Bui **ONLINE Alameda** this class will be sent to Peralta student email accounts. To access your student 100% online course: Synchronous online class meetings via ConferZoom on email account, go to www.peralta.edu and click on "For Students" on the left T 10:00 a.m. - 11:50 a.m. Remaining hours will be completed asynchronously side. Then select "Student Email".  $on line. \textit{Prior}\ to\ the\ beginning\ of\ the\ semester, contact\ instructor\ at\ pbui @peralta.$ edu for more information. All instructions and communications for this class will 30223 Lec 1:30-2:20 PM **ONLINE Alameda** ΜW Herrera be sent to Peralta student email accounts. To access your student email account, 100% online course: Synchronous online class meetings via ConferZoom on MW go to www.peralta.edu and click on "For Students" on the left side. Then select 1:30 p.m. - 2:20 p.m. Remaining hours will be completed asynchronously online. "Student Email". Prior to the beginning of the semester, please contact instructor at eherrera@ peralta.edu for more information. All instructions and communications for 30232 ONLINE Bui Alameda this class will be sent to Peralta student email accounts. To access your student 100% online course: Synchronous online class meetings via ConferZoom on W email account, go to www.peralta.edu and click on "For Students" on the left 2:00 p.m. - 03:50 p.m. Remaining hours will be completed asynchronously online. side. Then select "Student Email". Prior to the beginning of the semester, contact instructor at pbui@peralta.edu \*\* 3F for more information. All instructions and communications for this class will be **DIFFERENTIAL EQUATIONS 3 UNITS** sent to Peralta student email accounts. To access your student email account, Ordinary differential equations go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Fmail" PREREQUISITE: MATH 3C 30232 Lec 2:00-3:50 PM W Bui ONLINE Alameda 30222 Lec Riazati ONLINE Alameda 100% online course: Synchronous online class meetings via ConferZoom on W 100% online course: Synchronous online class meetings via ConferZoom on TTH 2:00 p.m. - 03:50 p.m. Remaining hours will be completed asynchronously online. 2:30 p.m. - 3:20 p.m. Remaining hours will be completed asynchronously online. Prior to the beginning of the semester, contact instructor at pbui@peralta.edu Prior to the beginning of the semester, please contact instructor at friazati@ for more information. All instructions and communications for this class will be peralta.edu for more information. All instructions and communications for sent to Peralta student email accounts. To access your student email account, this class will be sent to Peralta student email accounts. To access your student go to www.peralta.edu and click on "For Students" on the left side. Then select email account, go to www.peralta.edu and click on "For Students" on the left "Student Email". side. Then select "Student Email". \* 50 **TRIGONOMETRY** 3 UNITS 30222 Lec 2:30-3:20 PM T Th **ONLINE** Alameda Riazati 100% online course: Synchronous online class meetings via ConferZoom on TTH Introduction to functional trigonometry 2:30 p.m. - 3:20 p.m. Remaining hours will be completed asynchronously online. PREREQUISITE: MATH 202, AND MATH 203 OR 211D Prior to the beginning of the semester, please contact instructor at friazati@ peralta.edu for more information. All instructions and communications for 30191 Lec 2:30-3:45 PM T Th Broxholm ONLINE Alameda this class will be sent to Peralta student email accounts. To access your student 100% online course: Synchronous online class meetings via ConferZoom on TTH email account, go to www.peralta.edu and click on "For Students" on the left 2:30 p.m. - 3:45 p.m. Remaining hours will be completed asynchronously online. side. Then select "Student Email". Prior to the beginning of the semester, please contact instructor at vbroxholm@ peralta.edu for more information. All instructions and communications for \*\* 13 INTRODUCTION TO STATISTICS **4 UNITS** this class will be sent to Peralta student email accounts. To access your student Introduction to theory and practice of statistics email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email". PREREQUISITE: MATH 203 OR 211D 203 **INTERMEDIATE ALGEBRA 4 UNITS** 30202 Lec **Beal-Uribe** ONLINE Alameda 06/28/2021-07/22/2021 100% online course: Synchronous online class meetings Intermediate algebraic operations via ConferZoom on M 1:00 p.m. - 2:50 p.m. Remaining hours will be completed PREREQUISITE: MATH 201 OR 210D asynchronously online. Prior to the beginning of the semester, please contact 30233 instructor at kbealuribe@peralta.edu for more information. All instructions and Wu **ONLINE** Alameda communications for this class will be sent to Peralta student email accounts. 100% online course: Synchronous online class meetings via ConferZoom on TTH To access your student email account, go to www.peralta.edu and click on "For 1:00 p.m. - 2:50 p.m. Remaining hours will be completed asynchronously online. Students" on the left side. Then select "Student Email". Prior to the beginning of the semester, contact instructor at christopherwu@ peralta.edu for more information. All instructions and communications for 30202 Beal-Uribe ONLINE Alameda this class will be sent to Peralta student email accounts. To access your student 100% online course: Synchronous online class meetings via ConferZoom on M email account, go to www.peralta.edu and click on "For Students" on the left 1:00 p.m. - 2:50 p.m. Remaining hours will be completed asynchronously online. side. Then select "Student Email". Prior to the beginning of the semester, please contact instructor at kbealuribe@Lec 1:00-2:50 PM **ONLINE Alameda** 30233 Wu peralta.edu for more information. All instructions and communications for T Th this class will be sent to Peralta student email accounts. To access your student 100% online course: Synchronous online class meetings via ConferZoom on TTH email account, go to www.peralta.edu and click on "For Students" on the left

1:00 p.m. - 2:50 p.m. Remaining hours will be completed asynchronously online. Prior to the beginning of the semester, contact instructor at christopherwu@ peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### **POLITICAL SCIENCE**

**POSCI** 

#### \*\* 1 **GOVERNMENT AND POLITICS IN THE** 3 UNITS **UNITED STATES**

Introduction to principles and the political process of national, state, and local government

30207

side. Then select "Student Email".

available for purchase.

**Beal-Uribe** 

06/28/2021-07/22/2021 Online Course; Prior to the beginning of the semester,

please contact instructor at kbealuribe@peralta.edu for more information. All

instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu

and click on "For Students" on the left side. Then select "Student Email".Cost Cutter Alert: This course section uses only zero-cost course materials. Course

materials are provided digitally free of charge. Printed materials are sometimes

ONLINE Alameda

POLITICAL SCIENCE SOCIOLOGY

**3 UNITS** 

CODE SEC L/L HOURS DAYS INSTRUCTOR ROOM information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email". 30172 Hurtado-Ortiz **ONLINE Alameda** Online Course; Please contact instructor at jhortiz@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email". 30686 Staff ONLINE Alameda Online Course; Please visit www.alameda.peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

PSYCHOLOGY PSYCH

# \*\* 1A INTRODUCTION TO GENERAL PSYCHOLOGY

Scientific principles of psychology

30189 Lec Husain ONLINE Alameda

06/14/2021-08/05/2021 Online Course. Contact instructor at hhusain@peralta. edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

# \*\* 1B INTRODUCTION TO GENERAL 3 UNITS PSYCHOLOGY

Continuation of PSYCH 1A

30200 Lec Brown ONLINE Alameda

Online Course. Contact instructor at ashareebrown@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### \*\* 12 HUMAN SEXUALITY 3 UNITS

Exploration and analysis of the multifaceted aspects of human sexuality

30218 Lec Husain ONLINE Alameda

06/14/2021-08/05/2021 Online Course; Contact instructor at hhusain@peralta. edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Fmail"

SOCIOLOGY SOC

#### \*\* 1 INTRODUCTION TO SOCIOLOGY 3 UNITS

Basic concepts, theoretical approaches, and methods of sociology

30187 Lec Hendrie ONLINE Alameda

06/28/2021-07/22/2021 Online Course; Please contact instructor at ghendrie@ peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### \*\* 2 SOCIAL PROBLEMS 3 UNITS

Study of society through the application of sociological principles and critical thinking skills to the identification and analysis of selected social problems

30188 Lec Harris ONLINE Alameda

06/14/2021-08/05/2021 Online course; Please contact instructor at richardharris@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email". CODE SEC L/L HOURS DAYS INSTRUCTOR ROOM COLLEGE

#### \*\* 3 SOCIOLOGY OF WOMEN

Exploration of various conceptual frameworks regarding the status of women

**3 UNITS** 

30205 Lec SandhuONLINE Alameda

Online course; Please contact instructor at ssandhu@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### \*\* 5 MINORITY GROUPS 3 UNITS

Analysis of racial, religious, and ethnic minority groups

30214 Lec SandhuONLINE Alameda

06/28/2021-07/22/2021 Online course; Please contact instructor at ssandhu@ peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

### SPANISH SPAN

#### \*\* 1A ELEMENTARY SPANISH 5 UNITS

Development and application of language skills and cultural exploration of the Spanish speaking world

30718 Lec Weiss ONLINE Alameda

100% online course: Synchronous online class meetings via ConferZoom on MW 6:00 p.m. - 7:15 p.m., remaining hours asynchronous online. Please contact instructor at cweiss@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".

#### 30718 Lec 9:00-10:30 PM MTWTH Weiss ONLINE Alameda

100% online course: Synchronous online class meetings via ConferZoom on MW 6:00 p.m. - 7:15 p.m., remaining hours asynchronous online. Please contact instructor at cweis:@peralta.edu for more information. All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email".



# OFFICE OF INTERNATIONAL EDUCATION

333 EAST 8<sup>™</sup> STREET OAKLAND, CA 94606

(510) 466-7380 Fax (510) 465-3257 International@peralta.edu

WEB.PERALTA.EDU/INTERNATIONAL

### SERVICES

- International Student Admissions Process
- > Immigration Issues
- Academic/Personal Counseling and Advising
- > Mandatory New Student Orientation
- > Housing
- > Activities/Trips
- CONNECT Mentorship Program
- > Health, Medical and Safety Issues
- > Tax Workshops
- > Tuition Issues
- > Assistance with Social Security and Department of Motor Vehicles (DMV)
- > Employment
- International Student Clubs

# STUDY ABROAD PROGRAMS

Now Available for International & Domestic Students

https://web.peralta.edu/international /study-abroad

Contact Drew Gephart, International Services Manager, for more information – (510) 587-7834, dgephart@peralta.edu

### STEPS TO APPLY

# Obtain a Peralta Student ID

- Visit web.peralta.edu/international/how-to-apply and "Select" your home campus: Berkeley City College | College of Alameda | Laney College | Merritt College
- Create an OpenCCC Account (an online service of California Community Colleges)
- Sign into OpenCCC, select "Start an Application" and follow the steps to complete an OpenCCC International Application
- Select Start an International Application\* and follow the steps to obtain a Peralta Student ID
  \*Under current visa type, unless you have an F-1 visa, select
  "OTHER or NONE" and check the "no visa yet" box.

# Set up a Peralta Email Account

- Check for an email\*\* from the Peralta
   Admissions & Records Office within 24 hours
   of submitting the Peralta Community College
   Application
- Locate your Peralta email address and password sent to your personal email
- Wait for at least 24 business hours and use information to activate your Peralta Email Account

\*\*Check for an email with the subject line: Student Passport Information

# Submit a Peralta International Student Application

- Check your Peralta email account for login credentials \*\*\*to the Global Peralta System (GPS). An international student account will be created for you automatically. Please do not create your own account!
- Once logged in, select an application: Overseas (for new students outside the U.S.) or Transfer (for students in the U.S. who already have an F-1 visa)
- Select Apply Now and follow the steps to submit a Peralta International Student Application

\*\*\*Contact international@peralta.edu for any other type of international student application (change of status, concurrent enrollment, other visas, etc.)

### CAMPUS INTERNATIONAL OFFICES



# IMPORTANT INFORMATION

- > Students are encouraged to apply early to ensure class enrollment
- > Mandatory Orientation is required for all new F-1 students (NOW online through CANVAS)
- > F-1 students are required to maintain a minimum of 12 units each semester (except summer)
- > All F-1 students are required to purchase the mandatory Peralta international health insurance plan through "Aetna".
- > F-1 International students must update their contact information (address, cell phone, email) with the International Office within 10 days of any change.
- > F-1 students must inform our office of change of status or departure/transfer out through our GPS Departure out process
- > Contact our office for any other type of international student application (change of status, concurrent enrollment, other visas, etc.)

## STAY CONNECTED!

Contact our office directly with any questions you might have.

Connect with other International Students through Facebook, Instagram or Twitter.

Learn more about the Peralta Colleges and our programs



LIKE US on Facebook @peraltainternational



FOLLOW US on Instagram @PeraltaIntl



FOLLOW US on Twitter @PeraltaIntl



More Information on Youtube @Peralta International Students



College of Alameda Tuesdays Room F-109 Contact Drew Gephart | dgephart@peralta.edu

Given the global outbreak of novel corona-virus (COVID-19), the Peralta Community College District is canceling/postponing all study abroad programs for Summer 2021. Please check the study abroad websiteve for more details on the future 2021 programs we are planning to offer.

Also, please visit SAFE.PERALTA.EDU for the latest updates on all PCCD classes and operations affected by COVID 19.



# PERALTA COLLEGES STUDY ABROAD PROGRAMS

Tentative Programs for 2022 are listed below. For each program, an official decision will be made 120 days before departure if it will be offered or not based on safety factors which include, but are not limited to:

- Department of State Travel Warnings (Must drop down to Level 2)
- CDC Travel Advisories (Must drop down to Level 2)

No Payments are being collected at this time until program is confirmed (120 days before travel).

# Tentative Programs for 2022

For more information visit: web.peralta.edu/international/study-abroad or contact Drew Gephart, International Services Manager at dgephart@peralta.edu

African Heritage in Latin America
PERU (Laney College)

<u>Business After Pandemic</u> <u>MOROCCO (College of Alameda)</u>

Cosmetology LONDON (Laney College) <u>Critical Thinking</u> **BELIZE (Merritt College)** 

<u>Dance</u>
<u>GHANA & TANZANIA (Laney College)</u>

<u>Economics</u>
<u>FRANCE/GERMANY (College of Alameda)</u>

If you are interested in any of these programs, please begin by filling out our <u>Pre-Travel Study Abroad Information Form</u> To Sign up for more information about specific programs, visit <u>web.peralta.edu/international/studyabroadapplication</u>

#### Financial Aide

A student's enrollment in a program of study abroad approved for credit by Peralta may be considered enrollment for the purpose of applying for assistance under Title I. Title IV financial aide is federally funded aid such as Federal Pell Grant, Federal Supplemental educational Opportunity Grant, (SEOG), Federal Perkins Loan, Federal Subsidized and Unsubsidized Direct Loans.

If study abroad/travel is canceled some courses may still be offered virtually/online. Please check with individual instructors for more details.

#### Other Study Abroad Information Resource

- Critical Language Scholarship Program CLSCHOLARSHIP.ORG
- Guilman Scholarship Program GILMANSCHOLARSHIP.ORG
- Peralta Colleges Foundation Scholarship PERALTAFOUNDATION.ORG
- Go Overseas
   GOOVERSEAS.COM
- California Colleges for International Education

CCIEWORLD.ORG

Given the global outbreak of novel corona-virus (COVID-19), the Peralta Community College District is canceling/postponing all study abroad programs for Summer 2021. Please check the study abroad website for more details on the future 2021 programs we are planning to offer.

Also, please visit SAFE.PERALTA.EDU for the latest updates on all PCCD classes and operations affected by COVID 19.

<sup>\*</sup> All Programs Subject to Change and Approval by College Departments

# Important Student Services \*

# Extended Opportunity Programs and Services (EOPS)/ Cooperative Agencies Resources for Education (CARE) Cal WORKs

Location: Room A111 (510) 748-2258

Monday - Friday, 8:00 a.m. - 4:30 p.m.

# Cooperating Agencies Foster Youth Education Support (CAFYES) Program

Location: Room L223 (510) 748-2258

Monday - Friday, 8:00 a.m. - 4:30 p.m.

### **Financial Aid**

Location: Room A111 (510) 748-2391

### **Learning Resources Center**

Location: Room L202 (510) 748-2307 Monday - Thursday, 9:0

Monday - Thursday, 9:00 a.m. - 5:00 p.m.

Friday, 9:00 a.m. - 2:00 p.m.

### Library

Location: L Building (510) 748-2398 Monday - Thursday, 7:50 a.m. - 7:50 p.m.

Friday, 7:50 a.m. - 3:50 p.m.

#### **Lost & Found**

Location: Room F217 (510) 748-2327

Monday - Friday, 9:00 a.m. - 3:00 p.m.

#### **Mental Health Services**

Location: Room F116/F105 (510) 748-2320

Monday - Friday, 8:00 a.m. - 4:30 p.m., by appointment

### New Dream, Justice Impacted Services

Location: L-Building, 2nd Floor, L215 Monday - Friday, 9:00 a.m. - 4:30 p.m.

### **Nursing Services**

Location: Room F105B (510) 748-5280 Monday, Wednesday, 1:00 p.m. - 5:00 p.m Tuesday, Thursday, 8:30 a.m. - 12:00 p.m.

### **One-Stop Career Center**

Location: Portable P (510) 748-2208

Monday, Tuesday, Thursday, 9:00 a.m. - 4:30 p.m. Wednesday and Friday, 9:00 a.m. - 12:00 p.m.

#### Photo I.D.

Location: Welcome Center, Room A101 Monday - Friday, 8:00 a.m. - 4:30 p.m.

### **Student Activities & Campus Life**

Location: Room F217 (510) 748-2327

### Student Payroll

(510) 748-2212

#### **Transfer Center**

Location: Room A115

Monday - Friday, 8:00 a.m. - 4:30 p.m.

### **Tutorial Center**

(510) 748-2307

### Writing Center/Language Lab, Open Lab & Math Lab

Location: L Building (library) 2nd floor-

L202D, L202E and L207

Monday -Thursday, 10:00 a.m. - 6:00 p.m.

Friday 10:00 a.m. - 2:00 p.m.

Open Lab: Monday - Thursday, 8:00 a.m. - 6:00 p.m.

Fridays 8:00 a.m. - 2:00 p.m.

### **Umoja Learning Community**

Location: L-Building, Second Floor, Room L215

Monday - Friday, 9:00 a.m. - 4:30 p.m.

#### **Veterans Resource Center**

Location: G-Building, Second Floor, Room G236

(510) 748-5293 or (510) 748-5284

Monday - Friday, 8:00 a.m. - 4:30 p.m.

#### Welcome Center

Location: A Building (510) 748-2184

Monday, 8:00 a.m. - 7:00 p.m.

Tuesday - Friday, 8:00 a.m. - 4:30 p.m.

# \* Subject to change due to the COVID-19 Pandemic.

# **College District Policies**

For a complete list of Board Policies, go to web.peralta.edu/trustees/board-policies/

#### **BOARD POLICY 3410 NONDISCRIMINATION**

The District is committed to equal opportunity in educational programs, employment, and all access to institutional programs and activities.

The District, and each individual who represents the District, shall provide access to its services, classes, and programs without regard to national origin, religion, age, sex or gender, gender identity, race or ethnicity, color, medical condition, ancestry, sexual orientation, marital status, physical or mental disability, active duty military and veterans, pregnancy, or because he or she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.

The Chancellor shall establish administrative procedures that ensure all members of the college community or persons using the services of the district can present complaints regarding alleged violations of this policy and have their complaints heard in accordance with the Title 5 regulations and those of other agencies that administer state and federal laws regarding nondiscrimination.

No District funds shall ever be used for membership, or for any participation involving financial payment or contribution on behalf of the District or any individual employed by or associated with it, to any private organization whose membership practices are discriminatory on the basis of national origin, religion, age, sex or gender, race, color, medical condition, ancestry, sexual orientation, marital status, physical or mental disability, active duty military and veterans, pregnancy, or because he or she is perceived to have one or more of the foregoing characteristics, or because of his or her association with a person or group with one or more of these actual or perceived characteristics.

# ADMINISTRATIVE POLICY 3410 NONDISCRIMINATION - EDUCATIONAL PROGRAMS AND OTHER SERVICES

The District shall provide access to its services, classes and programs without regard to, national origin, religion, age, sex or gender, gender identification, race or ethnicity, color, medical condition, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy or because he/she is perceived to have one or more of the

foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.

- A. All classes, including credit, noncredit and not- forcredit, shall be conducted without regard to the gender of the student enrolled in the classes. As defined in the Penal Code, "gender" means sex, and includes a person's gender identity and gender- related appearance and behavior whether or not stereotypically associated with the person's assigned sex at birth.
- B. The District shall not prohibit any student from enrolling in any class or course on the basis of gender.
- C. Academic staff, including but not limited to counselors, instructors and administrators shall not offer program guidance to students which differs on the basis of gender.
- D. Insofar as practicable, the District shall offer opportunities for participation in athletics equally to male and female students.

# BOARD POLICY 3433 PROHIBITION OF SEXUAL HARASSMENT UNDER TITLE IX

All forms of sexual harassment are contrary to basic standards of conduct between individuals. State and federal law and this policy prohibit sexual harassment and the District will not tolerate sexual harassment. The District is committed to providing an academic and work environment that respects the dignity of individuals and groups. The District shall be free of sexual harassment and all forms of sexual intimidation and exploitation including acts of sexual violence.

The District seeks to foster an environment in which all employees, students, applicants for employment, and applicants for admission feel free to report incidents of sexual harassment in violation of this policy and Title IX, without fear of retaliation or reprisal. Therefore, the District also strictly prohibits retaliation against any individual for filing a complaint of sexual harassment in violation of this policy and Title IX or for participating, or refusing to participate, in a sexual harassment investigation. The District will investigate all allegations of Title IX retaliation swiftly and thoroughly. If the District determines that someone has retaliated, it will take reasonable steps within its power to stop such conduct. Individuals who engage in Title IX retaliatory conduct are subject to disciplinary action, up to and including termination or expulsion.

Any employee, student, applicant for employment, or applicant for admission who believes he/she/they has been harassed or retaliated against in violation of this policy should immediately report such incidents by following the procedures described in AP 3434 Responding to Harassment Based on Sex under Title IX. The District requires supervisors to report all incidents of harassment and retaliation that come to their attention.

This policy applies to all aspects of the academic environment, including but not limited to classroom conditions, grades, academic standing, employment opportunities, scholarships, recommendations, disciplinary actions, and participation in any community college activity. In addition, this policy applies to all terms and conditions of employment, including but not limited to hiring, placement, promotion, disciplinary action, layoff, recall, transfer, leave of absence, training opportunities, and compensation.

To this end, the Chancellor shall ensure that the institution undertakes education and training Activities to counter sexual harassment and to prevent, minimize, or eliminate any hostile environment that impairs access to equal education opportunity or impacts the terms and conditions of employment.

The Chancellor shall establish procedures that define sexual harassment on campus. The Chancellor shall further establish procedures for employees, students, and other members of the campus community that provide for the investigation and resolution of complaints regarding sexual harassment in violation of this policy, and procedures to resolve complaints of sexual harassment in violation of this policy. State and federal law and this policy prohibit retaliatory acts against all participants by the District, its employees, students, and agents.

The District will publish and publicize this policy and related written procedures (including the procedure for making complaints) to administrators, faculty, staff, students, applicants for employment, and applicants for admission, particularly when they are new to the institution. The District will make this policy and related written procedures (including the procedures for making complaints) available in all administrative offices and will post them on the District's website.

Employees who violate the policy and procedures may be subject to disciplinary action up to and including termination. Students who violate this policy and related procedures may be subject to disciplinary measures up to and including expulsion. Volunteers or unpaid interns who violate this policy and related procedures may be subject to disciplinary measure up to and including termination from the volunteer assignment, internship, or other unpaid work experience program.

# BOARD POLICY 3430 PROHIBITION OF UNLAWFUL HARASSMENT

The District is committed to providing an academic and work environment free of unlawful harassment. This procedure defines sexual harassment and other forms of harassment on campus, and sets forth a procedure for the investigation and resolution of complaints of harassment by or against any staff or faculty member or student or unpaid interns and volunteers within the District.

#### I. Definitions

#### A. General Harassment

Harassment based on race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, or sexual orientation of any person, or military or veteran status, or the perception that a person has one or more of these characteristics is illegal and violates District policy. Harassment shall be found where, a reasonable person with the same characteristics as the victim of the harassing conduct would be adversely affected to a degree that interferes with his or her ability to participate in or to realize the intended benefits of an institutional activity, employment or resource.

For sexual harassment under Title IX, Complainants must proceed under BP 3433 Prohibition of Sexual Harassment under Title IX, AP 3433 Prohibition of Sexual Harassment under Title IX, and AP 3434 Responding to Harassment Based on Sex under Title IX. For other forms of sexual harassment or gender-based harassment, Complainants should use this procedure.

Gender-based harassment does not necessarily involve conduct that is sexual. Any hostile or offensive conduct based on gender can constitute prohibited harassment if it meets the definition above. For example, repeated derisive comments about a person's competency to do the job, when based on that person's gender, could constitute gender-based harassment. Harassment comes in many forms, including but not limited to the following conduct that could, depending on the circumstances, meet the definition above, or could contribute to a set of circumstances that meets the definition:

#### B. Verbal

Inappropriate or offensive remarks, slurs, jokes or innuendoes based on a person's race gender, sexual orientation, or other protected status. This may include, but is not limited to, inappropriate comments regarding

an individual's body, physical appearance, attire, sexual prowess, marital status or sexual orientation; unwelcome flirting or propositions; demands for sexual favors; verbal abuse, threats or intimidation; or sexist, patronizing or ridiculing statements that convey derogatory attitudes based on gender, race nationality, sexual orientation or other protected status.

## C. Physical

Inappropriate or offensive touching, assault, or physical interference with free movement. This may include, but is not limited to, kissing, patting, lingering or intimate touches, grabbing, pinching, leering, staring, unnecessarily brushing against or blocking another person, whistling or sexual gestures. It also includes any physical assault or intimidation directed at an individual due to that person's gender, race, national origin, sexual orientation or other protected status.

#### D. Visual or Written

The display or circulation of visual or written material that degrades an individual or group based on gender, race, nationality, sexual orientation or other protected status. This may include, but is not limited to, posters, cartoons, drawings, graffiti, reading materials, computer graphics or electronic media transmissions.

#### E. Environmental

A hostile academic or work environment may exist where it is permeated by sexual innuendo; insults or abusive comments directed at an individual or group based on gender, race, nationality, sexual orientation or other protected status; or gratuitous comments regarding gender, race, sexual orientation, or other protected status that are not relevant to the subject matter of the class or activities on the job. A hostile environment can arise from an unwarranted focus on sexual topics or sexually suggestive statements in the classroom or work environment. It can also be created by an unwarranted focus on, or stereotyping of, particular racial or ethnic groups, sexual orientations, genders or other protected statuses. An environment may also be hostile toward anyone who merely witnesses unlawful harassment in his/ her/their immediate surroundings, although the conduct is directed at others. The determination of whether an environment is hostile is based on the totality of the circumstances, including such factors as the frequency of the conduct, the severity of the conduct, whether the conduct is humiliating or physically threatening, and whether the conduct unreasonably interferes with an individual's learning or work.

#### F. Sexual Harassment

In addition to the above, sexual harassment consists of unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature made by someone from, or in, the work or educational setting when:

- 1. Submission to the conduct is explicitly or implicitly made a term or condition of an individual's employment, academic status, progress, internship, or volunteer activity;
- 2. Submission to, or rejection of, the conduct by the individual is used as a basis of employment or academic decisions affecting the individual;
- 3. The conduct has the purpose or effect of having a negative impact upon the individual's work or academic performance, or of creating an intimidating, hostile or offensive work or educational environment (as more fully described below); or
- 4. Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the community college.
- 5. This definition encompasses two kinds of sexual harassment:
  - a. "Quid pro quo "sexual harassment occurs when a person in a position of authority makes educational or employment benefits conditional upon an individual's willingness to engage in or tolerate unwanted sexual conduct.
  - b. "Hostile environment "sexual harassment occurs when unwelcome conduct based on a person's gender alters the conditions of an individual's learning or work environment, unreasonably interfere with an individual's academic or work performance, or create an intimidating, hostile, or abusive learning or work environment. The victim must subjectively perceive the environment as hostile, and the harassment must be such that a reasonable person of the same gender would perceive the environment as hostile. A single isolated incident of sexual harassment may be sufficient to create a hostile environment if it unreasonably interfered with the person's academic or work performance or created an intimidating, hostile, or offensive learning or working environment.

Sexually harassing conduct can occur between people of the same or different genders. The standard for determining whether conduct constitutes sexual harassment is whether a reasonable person of the same gender as the victim would perceive the conduct as harassment based on sex.

#### II. Consensual Relationships

Romantic or sexual relationships between supervisors and employees, or between administrators, faculty members or staff members and students are discouraged. There is an inherent imbalance of power and potential for exploitation in such relationships. A conflict of interest may arise if the administrator, faculty members or staff member must evaluate the student's or employee's work or make decisions affecting the

employee or student. The relationship may create an appearance of impropriety and lead to charges of favoritism by other students or employees. A consensual sexual relationship may change, with the result that sexual conduct that was once welcome becomes unwelcome and harassing. In the event that such relationships do occur, the District has the authority to transfer any involved employee to eliminate or attenuate the supervisory authority of one over the other, or of a teacher over a student. Such action by the District is a proactive and preventive measure to avoid possible charges of harassment and does not constitute discipline against any affected employee.

#### III. Academic Freedom

No provision of this Administrative Procedure shall be interpreted to prohibit conduct that is legitimately related to the course content, teaching methods, scholarship, or public commentary of an individual faculty member or the educational, political, artistic, or literary expression of students in classrooms and public forums. Freedom of speech and academic freedom are, however, not limitless and this procedure will not protect speech or expressive conduct that violates federal or California anti-discrimination laws.

# ADMINISTRATIVE PROCEDURE 3540 SEXUAL AND OTHER ASSAULTS ON CAMPUS

- The District and the Colleges shall make available sexual assault awareness information to students and employees.
- II. Any sexual assault or physical abuse, including, but not limited to, rape, as defined by California law, whether committed by an employee, student, or member of the public, occurring on District property, in connection with all the academic, educational, extracurricular, athletic, and other programs of the District, whether those programs take place in the District's facilities or at another location, or on an off-campus site or facility maintained by the District, or on grounds or facilities maintained by a student organization, is a violation of District policies and regulations, and is subject to all applicable punishment, including criminal procedures and employee or student discipline procedures (See also AP 5500 Standards of Student Conduct).
- III. It is the responsibility of each person involved in sexual activity to ensure that he or she has the affirmative consent of the other or others to engage in the sexual activity. Lack of protest or resistance does not mean consent, nor does silence mean consent. Affirmative consent must be ongoing throughout a sexual activity and can be revoked at any time. The existence of a dating relationship between the persons involved, or the fact of past sexual relations between them, should never by itself be assumed to be an indicator of

consent.

- "Affirmative consent" means affirmative, conscious, and voluntary agreement to engage in sexual activity.
- IV. These written procedures and protocols are designed to ensure victims of domestic violence, dating violence, sexual assault, or stalking receive treatment and information. (For physical assaults/violence, see also AP 3500, 3510, 3515).
- V. All students, faculty members or staff members who allege they are the victims of domestic violence, dating violence, sexual assault, or stalking on District property shall be provided with information regarding options and assistance available to them. Information shall be available from the Peralta Safety & Security Services, which shall maintain the identity and other information about alleged sexual assault victims as confidential unless and until Peralta Safety & Security Services is authorized to release such information.
- VI. Safety & Security Services shall provide all alleged victims of domestic violence, dating violence, sexual assault, or stalking with a copy of the District's policy and administrative procedure regarding domestic violence, dating violence, sexual assault, or stalking upon request, and the importance of preserving evidence and the identification and location of witnesses.
- VII. Victims will be provided the option to:
  - (1) notify proper law enforcement authorities, including on campus security and local police;
  - (2) be assisted by campus authorities in notifying law enforcement authorities if the victim so chooses; or (3) decline to notify such authorities;
- VIII. The victim will be provided a description of the following procedures:
  - (1)criminal prosecution;
  - (2) civil prosecution (i.e., lawsuit);
  - (3) District disciplinary procedures, both student and employee;
  - (4) modification of class schedules; and
  - (5) tutoring, if necessary.
- IX. The District will investigate all complaints alleging sexual assault under the procedures for sexual harassment investigations described in AP 3434 Responding to Harassment Based on Sex under Title IX, regardless of whether a complaint is filed with local law enforcement. All alleged victims of domestic violence, dating violence, sexual assault, or stalking on District property shall be kept informed, through Safety & Security Services, of any ongoing investigation. Information shall include the status of any student or employee disciplinary proceedings or appeal; alleged victims of domestic violence, dating violence, sexual assault, or stalking are required to maintain any such information in confidence, unless the alleged assailant

has waived rights of confidentiality consistent with state and federal law.

- X. A Complainant or witness who participates in an investigation of sexual assault, domestic violence, dating violence, or stalking will not be subject to disciplinary sanctions for a violation of the District's student conduct policy at or near the time of the incident, unless the District determines that the violation was egregious, including but not limited to, an action that places the health or safety of any other person at risk or involves plagiarism, cheating, or academic honesty.
- XI. In the evaluation of complaints in any disciplinary process, it shall not be a valid excuse to allege lack of affirmative consent that the accused believed that the complainant consented to the sexual activity under either of the following circumstances:
  - (1) The accused's belief in affirmative consent arose from the intoxication or recklessness of the accused
  - (2)The accused did not take reasonable steps in the circumstances known to the accused at the time, to ascertain whether the Complainant affirmatively consented.
- XII. In the evaluation of the complaints in the disciplinary process, it shall not be a valid excuse that the accused believed that the Complainant affirmatively consented to the sexual activity if the accused knew or reasonably should have known that the Complainant was unable to consent to the sexual activity under any of the following circumstances:
  - (1) The Complainant was asleep or unconscious.
  - (2) The Complainant was incapacitated due to the influence of drugs, alcohol, or medication, so that the Complainant was unable to communicate due to a mental or physical condition.
- XIII. The District shall maintain the identity of any alleged victim or witness of domestic violence, dating violence, sexual assault, or stalking on District property, as defined above, in confidence consistent with state and federal law, unless the alleged victim or witness specifically waives the right to confidentiality. All inquiries from reporters or other media representatives about alleged domestic violence, dating violence, sexual assaults, or stalking on District property shall be referred to the District's Public Information Office, which shall work with Peralta Police Services to assure that all confidentiality rights are maintained consistent with state and federal law.
- XIV. Additionally, the Annual Security Report will include a statement regarding the District's programs to prevent sexual assault, domestic violence, dating violence, and stalking and procedures that should be followed after an incident of domestic violence, dating violence, and stalking has been reported, including a statement of the standard of evidence (preponderance of evidence) that will be used during any district proceeding arising from such a report. The statement must include the following:
  - (1) A description of educational programs to promote the awareness of rape, acquaintance rape, other forcible

- and non-forcible sex offenses, domestic violence, dating violence, or stalking;
- (2) Procedures to follow if a domestic violence, dating violence, sex offense or stalking occurs, including who should be contacted, the importance of preserving evidence to prove a criminal offense, and to whom the alleged offense should be reported.
- (3) Responses to stranger and non-stranger sexual assault;
- (4) The preliminary victim interview, including the development of a victim interview protocol, and a comprehensive follow-up victim interview, as appropriate;
- (5) Contacting and interviewing the accused;
- (6) Seeking the identification and location of witnesses;
- (7) Information on a student's right to notify appropriate law enforcement authorities, including on-campus and local police, and a statement that campus personnel will assist the student in notifying these authorities, if the student so requests, and the right to decline to notify these authorities;
- (8) Written information and notification for students about existing on- and off- campus counseling, mental health, victim advocacy, legal assistance, or other services for victims and contact information;
- (9) Participation of victim advocates and other supporting people;
- (10) Investigating allegations that alcohol or drugs were involved in the incident;
- (11) The role of the institutional staff supervision;
- (12) A comprehensive trauma-informed training program for campus officials involved in investigating and adjudicating sexual assault, domestic violence, dating violence, and stalking cases;
- (13) Written notification of victims about options for, and available assistance in, changing academic, living, transportation, and working situations, if requested and if such accommodations are reasonably available, regardless of whether the victim chooses to report the crime to Peralta Police Services or local law enforcement.
- (14) Procedures for campus disciplinary action in cases of an alleged domestic violence, dating violence, sexual assault, or stalking, including a clear statement that:
  - a. Such proceedings shall provide a prompt, fair, and impartial resolution;
  - b. Such proceedings shall be conducted by officials who receive annual training on the issues related to domestic violence, dating violence, sexual assault, and stalking and how to conduct an investigation and hearing process that protects the safety of the victim and promotes accountability;
  - c. The accuser and the accused must be informed of the outcome of any institutional disciplinary proceeding resulting from an alleged domestic violence, dating violence, sexual assault or stalking, the procedures for the accused and victim to appeal the results of the disciplinary proceeding,

of any changes to the results that occur prior to the time that such results become final, and when such results become final. Compliance with this paragraph does not violate the Family Educational Rights and Privacy Act. For the purposes of this paragraph, the outcome of a disciplinary proceeding means the final determination with respect to the alleged domestic violence, dating violence, sex offense, or stalking and any sanction that is imposed against the accused.

- (15) A description of the sanction the campus may impose following a final determination by a campus disciplinary proceeding regarding rape, date rape, or other forcible or non-forcible sex offenses, domestic violence, dating violence or stalking.
- XV. Education and Prevention Information Safety & Security Services shall:
  - A. Provide, as part of each campus' established on-campus orientation program, education and prevention information about domestic violence, dating violence, sexual assault, and stalking. The information shall be developed in collaboration with campus-based and community-based victim advocacy organizations, and shall include the District's sexual assault policy and prevention strategies including empowerment programming for victim prevention, awareness raising campaigns, primary prevention, bystander intervention, and risk reduction.
  - B. Post sexual violence prevention and education information on the campus internet website regarding domestic violence, dating violence, sexual assault and stalking.

#### Please note:

For additional information and resources on sexual assault, domestic violence, dating violence, and stalking in the educational/campus environment, the Department of Justice has established a clearinghouse of resources geared towards colleges and universities, which can be accessed at the California Attorney General's website.

# **Safety Services**

#### **SUMMARY**

Peralta Safety Services is responsible for protecting the life and property of students, employees, and visitors. Our mission is to preserve the peace, maintain order and enforce state, federal and local laws. Our goal is to provide a safe environment so that the educational process can be conducted in an orderly and uninterrupted manner. Community safety partners focus on working with students, faculty and staff in addressing the problems and/or concerns identified with safety and security. Beginning on January 1, 2021, we've begun transitioning to a community-based safety and security model that includes a number of vendors, all locally-owned small and mid sized businesses. These vendors include:

A1 Protective Services
Community Ready Corps (CRC)
Marina Security Services
Zulu Community Protection

Currently, <u>Marina Security Services (Marina)</u> and <u>A1 Protective Services (A1)</u> have been on-boarded and are providing safety services to our four campuses and district offices.

We are working with <u>Community Ready Corps (CRC)</u> and <u>Zulu Protective Services (Zulu)</u> to meet the District's requirements and prepare them for the on-boarding process to provide campus security.

# SECURITY APPROACH AND INTERACTION WITH POLICE AUTHORITIES

The District is committed to a community-based security service model that focuses on personal engagement between the security team, students, faculty, staff and administration. Community Ambassadors will be assigned to each campus. The Community Ambassadors will understand restorative justice principles and deescalation techniques and will earn the trust of the communities they serve. The selected security firms and those that they employ will have particular sensitivity to communities of color and communities that have experienced the de-humanizing effects of institutional racism, oppression and willful neglect. The security firms will employ a team of first responders that will be dispatched through the District's centralized dispatcher. Ideally, these first responders will come from the community and have specific knowledge of the community they serve.

Security personnel will walk the campus during daytime hours or will be stationed at the security guard's console. Personnel will be unarmed and equipped with two-way radio devices with connectivity to other district staff and the District's dispatcher. The goal of the District is to create a non-lethal, nontraditional security ecosystem that proactively responds to challenges before traditional policing services, including local law enforcement, are activated or called.

The Community Ambassadors and the firms they work for are established entities, familiar with the District's many communities, with an established reputation for successfully working in communities of ethnic, cultural and religious diversity. This approach to security will include community engagement and respect. The selected vendors will actively engage in assisting the District in building a security model that requires input from the communities they serve, including District leadership, community groups, peer groups, neighborhood groups, student groups, and faculty and staff groups.

### **MISSION STATEMENTS**

# **Community Ready Corps (CRC)**

The mission of CRC, a Black grassroots organization, is to organize and empower the community towards self-determination and equity. We believe that a community should be able to engage with power wherever power is expressed and that resistance must be rooted in achieving a self-determined existence. Disrupting the current paradigm and pioneering new systems means connecting to and unleashing the creativity, ingenuity, and courage that is already present.

### **Zulu Community Protection**

The mission of Zulu Community Protection is to ensure that the needs of the school sites and organizations we serve are met by protecting people and property from those who seek to do harm. Zulu Community Protection is able to fulfill its mission by deploying dedicated, well-trained security personnel that are equipped with culturally based, racially aware training. Zulu Community Protection security staff are trained with tactics that decrease the need for official police forces. Zulu is a licensed Private Patrol Operator (PPO). Critical to our mission is that we consistently engage service to African American and Latino youth at school

# Safety Services (continued)

sites as a means of empowering them with personal protection techniques and a collective consciousness about their role in positively engaging in protecting their school, family, friends, and neighbors.

### **Marina Security Services**

The mission of Marina Security Services is to unobtrusively provide our clients and the communities within which they operate with a safe and secure facilities without disrupting their ability to operate in the way they desire to achieve their objectives. At Marina Security Services, our security guards and staff take pride in acting within the framework of our four core values: Communication, Integrity, Professionalism, and Diligence.

#### **CRIME PREVENTION**

Crime prevention can be enhanced by the vigilance and engagement of the entire community: faculty, staff, and students. Willingness to look out for each other and to report unusual situations and suspicious activities can improve safety and security for everyone.

#### **SAFETY TIPS**

- Keep vehicles, offices, classrooms, and other areas secured when practical.
- Keep valuable and/or easily portable items secured when possible
- Keep keys and emergency communication systems readily available
- Choose routes and locations that are better lit, more familiar, and more secure, when available.
- Travel, work, and study with potential assistance near by, when possible
- Analyze surroundings for opportunities to escape, hide, and to obtain help and witnesses
- Analyze surroundings for potential criminal access, ambush, and activity
- Know the locations of emergency phones
- Know the locations and call numbers of emergency responders
- Practice describing people and events in a way that supports appropriate response by others
- Opt in for safety and security alert systems
- Notify others when working at unusual times or in unusual locations

Questions, suggestions or concerns regarding campus safety and security may be directed to the Dispatch Office at (510) 465-3514. Your concerns will be treated with confidentiality and care.

#### **WEAPONS POLICY**

The unauthorized use, possession, or storage of weapons, fireworks, or explosives is prohibited on the Peralta Community College District (PCCD) premises, at any PCCD sponsored activity, or in vehicles parked on the premises. Weapons are defined as including, but not limited to: firearms, pellet guns, bows and arrows, martial arts equipment, switchblade knives, swords, large knives, clubs and other blunt force instruments.

### **PARKING & TRAFFIC REGULATIONS**

All provisions of the California Vehicle Code apply to individuals and to vehicles being driven on and about campus property and parking lots. All vehicle codes, including 21113 C.V.C., are strictly enforced. The speed limit is 5 m.p.h. in campus parking lots and property. Students may only park in designated student parking areas.

Persons must obey all California Vehicle Codes and carefully read and follow the campus parking and traffic signage. Illegally parked vehicles will be cited and/or towed at the owner's expense. For towed vehicles, contact Peralta Safety Services at (510) 465-3514. Parking violations are enforced 24 hours a day, seven days a week, including holidays.

# College officials do not have the authority to rescind or to arbitrate citation matters.

Students must not park in staff parking areas, red zones, yellow (loading zones), green 30 minute zones or in other unauthorized areas. Disabled student parking areas are available and posted with blue paint and handicapped parking signs.

"Handicap Accessible" signs mean the area is accessible by persons with disabilities; it does not mean it is designated for "Handicapped Parking".

Disabled students must also properly display their daily or semester parking permit (and a Student I.D. Decal if they attend Laney) along with their D.M.V. issued handicap placard and/or handicap license plate.

Staff must properly display their staff parking permit along with their D.M.V. issued disabled placard and/or disabled plate.

Daily parking permits expire at 10:45 p.m. each night and the parking lot gates are locked and secured at 11:00 p.m.

# Safety Services (continued)

each evening. Overnight parking is not authorized and vehicles will be towed at the owner's expense. (Contact Peralta Safety Services for towed vehicles at 510-465-3456).

Visitors may park in the green 30 minutes zones at Merritt and College of Alameda if they are staying only 30 minutes or less. Visitors may park lawfully on the street at campuses with street parking, (metered zones require coinage). Special guest permits may be obtained through the business offices, and the Department of General Services in the District Administration Center (DAC). Semester parking permits may be purchased for the student parking at Laney, Merritt and College of Alameda campuses for \$40.00 (\$20.00 for motorcycles).

The summer session rate is \$20.00 for cars (\$10.00 for motorcycles). Rates are subject to change. You may choose to pay for parking on a daily basis, rather than purchasing a semester permit. The cost of daily parking is \$2.00 per day (exact change only). The daily permits may be purchased from the ticket machines located in the parking lots.

In addition to the daily parking permits, Laney College students must properly display a "STUDENT I.D. DECAL" (hanging from the rear view mirror with the numbered side facing outward), in order to park in a student parking lot or you will be cited.

Student I.D. Decals are issued, initially, at no charge and can be obtained from the Cashier's Office. (There is a \$10.00 replacement cost for lost or stolen Student I.D. Decals).

Unlike Laney, Merritt and College of Alameda, the Berkeley City College campus has no parking lot; therefore, Berkeley City College does not honor parking stickers from other Peralta Colleges. There is no designated public parking lot at Berkeley City College.

#### JEANNE CLERY DISCLOSURE

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act or Clery Act, codified at USC 1092(f) as part of Higher Education Act of 1965, is a federal law that requires all colleges and universities to keep and disclose information timely and annually about certain crime on and near their respective campuses. These crime statistics can be found in the Peralta Community College Personal Safety Handbook, on the Peralta Community College District website: www.peralta.edu

#### ANNUAL SECURITY REPORT

The Peralta Community College District (PCCD) Annual Security Report (ASR) is provided in accordance with the Crime Awareness and Campus Safety Act of 1990 and subsequent amendments that led to its being renamed the Jeanne Clery Act in 1998.

The ASR is part of ongoing efforts to inform you of the safety programs and services available and the crimes that are reported to Peralta Sheriff's, local police partners and other campus security personnel. It also contains information about proactive steps you can take to help maintain a safe and secure campus for everyone.

For more information about the latest Peralta Community College District Annual Security Report, please visit: web.peralta.edu/police-services/college-annual-security-reports-ars/.

For more information about Peralta Safety Services and Crime Statistics, please visit: web.peralta.edu/police-services/



# You can make a difference in the lives of motivated Peralta students by supporting the Peralta Colleges Foundation

Throughout the four District colleges, the Peralta Colleges Foundation provides academic scholarships to committed students and financial assistance for faculty development and library initiatives.

Please consider making a donation to help increase the number of scholarships we award to students in need. A gift of any size can make a big difference!

A Peralta Colleges Foundation scholarship can provide a student with:

- apprenticeship uniforms, culinary knives, machine repair tools and other specialty equipment
- supplies to pursue a career in design or the arts
- required course textbooks and classroom materials
- gas or a transit pass to get to school, an internship or a job
- self-confidence and hope for the future

For a student who struggles just to pay tuition and buy textbooks each semester, a Peralta Colleges Foundation scholarship provides the encouragement and resources that a student needs to succeed.

| Yes, I want      | to make a dif | ference in the | lives of moti | vated students. |           |  |  |
|------------------|---------------|----------------|---------------|-----------------|-----------|--|--|
| \$ 100           | \$75          | \$50           | \$35          | <u> </u>        |           |  |  |
| l've enclos      | sed a check p | ayable to Perd | alta Colleges | Foundation      |           |  |  |
| Please cha       | ırge my credi | t card: 🗌 Visc | a Maste       | ·Card           | n Express |  |  |
| Name             |               |                |               |                 | _         |  |  |
| Address          |               |                |               |                 | -         |  |  |
| City             |               | State          | <del></del>   | Zip             |           |  |  |
| Card #           |               |                | Ex            | p. Date         | -         |  |  |
| Authorized Signa | ature         |                | CVV #         |                 |           |  |  |

Peralta Colleges Foundation is a 501(c)(3) nonprofit organization. Your gift may qualify as a charitable deduction for federal income tax purposes. Tax ID #23-7091547.

333 E. 8th Street, Oakland, CA 94606 | (510) 587-7809 | www.peraltafoundation.org

# **Personal Information Change Form**

Please mail original signed form to the District HR Office at 333 East 8<sup>th</sup> Street, Oakland CA 94606.

\*OR, visit the Employee Self Service section in <a href="PROMT">PROMT</a> to update your personal information.

<u>For name change only:</u> Please bring your original social security card to the HR office to verify identity and new name.

| Employee ID#:                                | #: College:      |               |           |               |  |  |  |
|--|------------------|---------------|-----------|---------------|--|--|--|
|  |                  |               |           |               |  |  |  |
| Check one:                                   |                  |               |           |               |  |  |  |
| Management ☐ Classified ☐ Faculty            | ☐ Hourly/Shor    | t-term 🔲 Reti | ree 🗌 Stu | dent Worker 🗌 |  |  |  |
|  |                  |               |           |               |  |  |  |
| Current Information:                         |                  |               |           |               |  |  |  |
|  |                  |               |           |               |  |  |  |
| First Name                                   | Middle Initial   | Last Namo     |           |               |  |  |  |
| riistivaille                                 | Wildule Illitial | Last Name     |           |               |  |  |  |
|  |                  |               |           |               |  |  |  |
| Street                                       | City             |               | State     | Zip Code      |  |  |  |
|  |                  |               |           |               |  |  |  |
| Phone #                                      | Email            |               |           |               |  |  |  |
|  |                  |               |           |               |  |  |  |
| New Information:                             |                  |               |           |               |  |  |  |
| Name Change                                  |                  |               |           |               |  |  |  |
|  |                  |               |           |               |  |  |  |
| First Name                                   | Middle Initial   | Last Name     |           |               |  |  |  |
| Allera                                       |                  |               |           |               |  |  |  |
| Address Change                               |                  |               |           |               |  |  |  |
|  |                  |               |           |               |  |  |  |
| Street                                       | City             |               | State     | Zip Code      |  |  |  |
|  |                  |               |           |               |  |  |  |
| Phone #                                      | Email            |               |           |               |  |  |  |
|  |                  |               |           |               |  |  |  |
| By signing this form, I authorize Peralta to | update my inforr | nation.       |           |               |  |  |  |
| Signature: Date signed:                      |                  |               |           |               |  |  |  |
| - U  |                  |               |           |               |  |  |  |

# Campus Maps



#### **Building Guide**

A 1st Level Administration, Business Office, Cashier, Office of

Instruction, President's Office, Student Services, Student

Payroll, Welcome Center

2nd Level Business, Dental Assisting

**B** 1st Level Auto Body, Automotive Technology

C 1st Level Anthropology, Certified Nursing Assistant Program

**D** 1st Level FabLab, Programs & Services for Students with Disabilities

2nd Level Entrepreneurship Center

E 1st Level Diesel Mechanics

**F** 1st Level Bookstore, Mental Health Services, Police Services,

Student Lounge

2nd Level ASCOA, Student Leadership Office, Lost & Found, Cafeteria

G 1st Level Gym, Men's Locker Room, Music, Veterans Center, Dance 2nd Level Women's Locker Room, Athletic Director, Coaches

**H** Social Sciences, Liberal Arts

1st Level Café and public seating, general classrooms

2nd Level Liberal Studies and Languages Arts Division Offices, Career and

Workforce Education Division Offices, Faculty Offices, Art

classrooms/labs, general classrooms

3rd Level Apparel Design and Merchandising, general classrooms

L 1st Level Library

 ${\bf 2nd \ Level \ \ Assessment, Learning \ Resources \ Center, Open \ Computer \ Lab,}$ 

Tutoring

P One-Stop Career Center

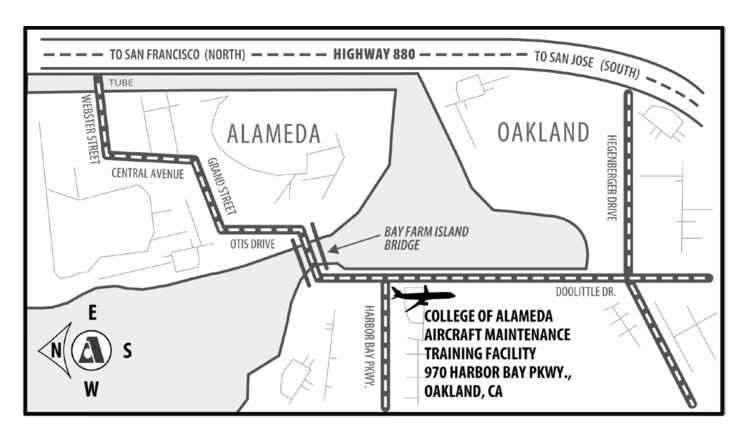
**S** Alameda Science and Technology Institute

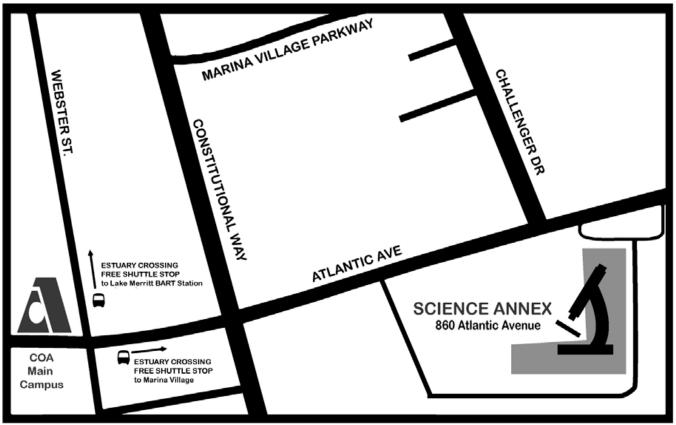
CV Cougar Village

### ATLAN: 860 Atlantic Avenue, Alameda, CA

Note: Science classes have been relocated 1 mile from main campus at 860 Atlantic Avenue, Alameda, CA. A free shuttle is available for transport in front of the college at 555 Ralph Appezzato Memorial Parkway.

# Air Facility & Atlantic Avenue Maps





# The Alameda Promise



# Bridging the Education Gap with the Alameda Promise

Alameda Promise is one of the CoA Cougar Scholars promise programs that provides a pathway for eligible Alameda high school graduates to attend CoA for one year without paying enrollment or other fees (based on 12 units/semester plus other fees). CoA Cougar Scholars also includes services and programming for both the Peralta (Oakland) Promise and the Alameda Promise. In a time of rising inequality and low social mobility, improving access to education through the Alameda Promise and the Oakland Promise programs has the potential to increase equality of opportunity for all Alameda students.

### THE ALAMEDA PROMISE AIMS TO:

- Increase the percentage of high school graduates in the City of Alameda entering college
- Strengthen students' access to career pathways and preparation to join the workforce in Alameda and surrounding areas
- Deepen the connection between College of Alameda and its home community

#### **ELIGIBILITY REQUIREMENTS:**

- A prospective student must be a recent graduate from Alameda, ASTI, Encinal, or Island high schools, or Alameda Adult school
- Follow the new students Steps to Success
- Enroll in 12 units per semester at College of Alameda
- Complete a FAFSA or Cal Dream Act application and include CoA (006720)

#### YOU CAN HELP FUND THE FUTURE

Your gift will make a substantial difference in the life of an Alameda Promise student. Any size donation will be greatly appreciated.

- \$1,200 supports 1 Promise student
- \$2,400 supports 2 Promise students

The Peralta Colleges Foundation is an independent 501(c)(3) non-profit organization. Checks should be made payable to the Peralta Colleges Foundation with "Alameda Promise Fund" in the memo. Donations may be made by mailing your check to:

The Peralta Colleges Foundation 333 East 8th St., Oakland, CA 94606

Donations also may be made online at: http://web.peralta.edu/foundation/

For more information: http://tiny.cc/Alameda\_promise



The Mission of College of Alameda is to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.

College of Alameda is accredited by the Accrediting Commission for Community and Junior Colleges (ACCJC), an institutional accrediting body recognized by the council on postsecondary Accreditation and the U.S. Department of education. The College first was accredited in 1973, with the most recent affirmation in 2017.

