OVERVIEW OF THE COLLEGE

City College Offers You These Opportunities:

Associate in Arts or Associate in Science Degree
City College of San Francisco, a two-year college, confers the degrees of Associate in Arts or Associate in Science on students who satisfy the course and grade requirements for graduation.

Wide Choice of Majors and Courses
Since the program of instruction is designed to meet both students' and community needs, the College offers you a wide choice of majors and courses: you may complete the first two years of training for a profession, satisfy freshman and sophomore requirements for transfer to baccalaureate degree-granting institutions; prepare for employment at the end of two years or a shorter period of training; take evening, Saturday, and summer courses; remove educational deficiencies; or get other special preparation.

The program of instruction includes the following:

Program in General Education — An extensive selection of courses in the humanities, the arts, the natural and social sciences, and other fields are offered to enable students to enrich their educational background

Transfer Program — Courses offered to satisfy lower-division requirements to enable students to transfer to baccalaureate degree-granting institutions as juniors

Occupational Program — Training for employment in occupations normally requiring two years or a shorter period of specialized college preparation

Non-traditional Studies — Courses directed specifically to the interest and educational objectives of major segments of the San Francisco community including African Americans, Chinese, Gays and Lesbians, Latin Americans, Asian Americans, and Filipinos

Interdepartmental Courses — Interdisciplinary instruction in various aspects of the biological, physical, social, and behavioral sciences; humanities; and ethnic studies

International Education Program — Courses abroad for credit and courses locally about Pacific Rim topics and issues

Telecourses — Courses that are offered via television

Foundation Courses — Basic courses in business, English, guidance, and mathematics

Noncredit Courses — Mostly open-entry/open-exit courses, many emphasizing vocational education, leading to employment or job upgrading but also including courses in English as a second language, elementary-level and secondary-level skills, parent education, health and safety, home economics, citizenship for immigrants, and special courses for disabled persons and older adults.

Community Service Courses — Short-term classes and workshops serving community interests for which fees are charged because no tax support is available

Accredited Curricula
The entire program offered by City College of San Francisco is accredited by the Western Association of Schools and Colleges, a nationally recognized accrediting agency. The accreditation evaluation report is available for examination in the Chancellor's Office, Room 201, Conlan Hall. In addition, many occupational curricula the College offers have specialized accreditation by or approval from recognized national or state agencies.

Admission Open to High School Graduates and Others
City College has an open admissions policy. You are eligible to attend if you meet at least one of the following requirements:

- You will be 18 years old as of the first day of instruction,
- You are a high school graduate, or
- You are the equivalent of a high school graduate, i.e., you have passed the GED or a state high school proficiency examination.

Please note that the above requirements are general; other factors may determine if you are eligible.

Prospective students should apply for admission early to complete the matriculation process and to have the best chance of enrolling in preferred classes.

Transfer to Universities and Four-Year Colleges
You may continue your studies at a baccalaureate degree-granting institution after satisfying transfer requirements at City College. Because the College is accredited nationally and offers preparation for so many fields, you have a wide choice of schools at which to take advanced courses.

Conversion of Noncredit to Credit
You may, upon completion of some noncredit certificate programs, petition to have some units of credit assigned to your noncredit studies if you are entering a degree or credit certificate program.

College Education Close to Your Home or Work
All Campuses of City College are within easy reach by car or public transportation. Credit and noncredit classes are offered at eight major locations throughout the City.

Counseling and Guidance
As a student at City College, you receive individual guidance from your counselor. Your instructors, too, advise and help you. Through its counseling program, the College helps you choose an occupation; plan a program of study based on your interests, abilities, and needs; and deal with personal problems or other matters affecting your studies or your college career.
The Learning Assistance Center offers a variety of programs and services designed to help you become a more efficient, independent learner and to make your educational experience at City College more successful. The Tutorial Center provides free tutoring in mathematics, business, social sciences, foreign languages, and other subjects. English instructors and tutors are available to help you in the Writing Laboratory and the Writing Success Project. The Reading Laboratory provides students with individual assistance in vocabulary, spelling, and reading difficulties. The Academic Computer Laboratory offers access to the Internet and to educational CD ROM and software programs. The Write Place Computer Laboratory offers word processing facilities with assistance from English instructors and tutors. Three-unit Career Success Courses, and College Success Courses are offered through the Learning Assistance Department and the Interdisciplinary Studies Department.

Other Educational Services

To help you accomplish your educational goals, the College provides additional services, including those offered by the College Library, the Alice Statler Library, the Language Laboratory, the Media Center, the Reading Laboratory, the Writing Laboratory, the Write Place, the Instructional Computing Laboratories, the Mathematics Center, the Chemistry Study Hall, the Nursing Skills Laboratory, the Biology Auto-tutorial Laboratory, and a variety of other facilities throughout the City at satellite campuses. Occupational and general work experience are available to City College students.

Career Development Center

As a City College student, you may use the many services offered by the Career Development Center to help you develop career goals, select a major, and seek employment. Services include career counseling; referral to internships, part-time, temporary, and full-time jobs; and career choice and job-search workshops. The Center maintains a career resources library which features computerized, written, and audio-visual career and employment information to assist you in making informed career decisions and planning your job search strategies. The Career Center maintains a 24-hour JobLine with current employment opportunities listed by employers. In addition, recruitment is on-going.

Student Services

Besides the counseling and placement services, City College offers you a wide variety of services which are designed to help make your educational experience successful and rewarding. The Scholarship and the Financial Aid Programs, the Student Health Service, Veterans Services, Disabled Students Programs and Services, the Extended Opportunity Program and Services, the Re-Entry to Education Program, the Childcare Service, the Peer Adviser Program, the Information Center, and other services are available to assist you as you work toward attaining your educational goals.

Student Activities Office - Student Union

City College of San Francisco provides a program of student activities that encourages student leadership, participation in shared governance, and involvement in campus life. Information is available in the Student Union Building, Room 205, Phelan Campus.

The Student Union at the Phelan Campus is a place where recognized student organizations can meet, socialize, and sponsor events. It is also a place where individual students and small groups can study and relax. Other campuses are in the process of creating space for students to meet and organize.

Associated Students

Any student currently enrolled in a class at City College of San Francisco is a member of the Associated Students (AS). The AS Constitution sets up an Executive Board as a representative body for all CCSF campuses to facilitate communication, leadership, and advocacy. Each campus may adopt its own set of by-laws to guide local governance.

Each spring the Associated Students selects a student trustee to represent their interests on the San Francisco Community College Board of Trustees. Further, AS appoints all student participants for shared governance.

The AS funds such diverse programs as the bookloan program for low income students; maintaining an emergency student loan fund; developing a program of cultural events and activities; selecting student representatives to serve on college-wide shared governance committees; funding the Family Resource Center, the Women’s Resource Center and more than 60 clubs and campus organizations. There is a $5.00 voluntary Student Activity Fee, payable at registration, to help support these activities.

The Associated Students can be reached in the Student Union Building at the Phelan Campus or by contacting the main office at all other campuses.

The Inter-Club Council (ICC)

Recognized and funded by the Associated Student Council at Phelan Campus, the ICC consists of elected representatives from the various student clubs and organizations of CCSF. Each semester the ICC responds to serve and suit the needs of students at CCSF.

For more information about an existing club or about starting a new club, please stop by the Student Union and pick up a club packet.

Transfer to Universities and Colleges

To earn the Bachelor’s or a higher degree, or to complete training for a profession, you may transfer from City College to a university or a college as follows:

If, when you enter City College, you have already satisfied the requirements for admission to a university or a college, you may transfer with full credit whenever you have completed the proper university courses satisfactorily. Generally, to be eligible for transfer, you will need an average final grade not lower than C in all courses that you attempt.
In addition, certain universities and colleges will give you full or partial transfer credit if you pass courses in the Occupational Program with satisfactory grades. Credit earned in foundational courses is usually not transferable.

If you need to make up high-school courses or grades, you may remove your deficiencies while you take the university courses for which you are qualified. The courses and grades necessary for transfer and the number of semesters you will need to complete depend upon the requirements of the university or college at which you plan to continue your studies.

The section in this catalog entitled “Transfer Information” lists general transfer requirements for the University of California (all campuses), University of California, Berkeley, and California State University (all campuses). Your counselor will be glad to discuss these requirements with you and will help you get information concerning transfer.

Articulation agreements which list detailed information concerning specific majors and which describe course transferability and applicability between City College of San Francisco and baccalaureate degree-granting institutions are available at the counselors’ offices, the Transfer Center (Room 132, Science Hall) and in the College Library.

City College offers the lower division courses and prerequisites required to transfer to a four-year college or university. Studies are offered in the following areas:

**ACCOUNTING**

**ADMINISTRATION OF JUSTICE**
- Criminology
- Fire Science Technology

**AMERICAN STUDIES**

**ANTHROPOLOGY**

**ARCHITECTURE**
- History
- Practice

**ASTRONOMY**

**BANKING**

**BIOLOGICAL SCIENCES**
- Anatomy/Physiology
- Bacteriology
- Biochemistry
- Biology
- Botany
- Ecology
- Environmental Sciences
- Genetics
- Microbiology
- Zoology

**BROADCAST ELECTRONIC MEDIA ARTS**

**BUSINESS ADMINISTRATION**

**CHEMISTRY**

**COMPUTER AND INFORMATION SCIENCE**

**CONSUMER ARTS AND SCIENCES/HOME ECONOMICS**

**EARTH SCIENCES**
- Geography
- Geology
- Meteorology
- Oceanography
- Paleontology

**ECONOMICS**

**ENGINEERING**
- Agricultural
- Biological
- Chemical
- Civil
- Electrical
- Industrial
- Materials
- Mechanical
- Metallurgy
- Nuclear
- Petroleum

**ENGINEERING TECHNOLOGY**
- Construction
- Electrical
- Mechanical

**ENGLISH**

**ENGLISH AS A SECOND LANGUAGE**

**ENVIRONMENTAL DESIGN**
- Architecture
- City and Regional Planning
- Interior Design
- Landscape Architecture
- Urban Studies

**ENVIRONMENTAL HORTICULTURE AND FLORISTRY**

**FOREIGN LANGUAGES**
- American Sign Language (Amerslan)
- Chinese
- French
- German
- Italian
- Japanese
- Pilipino
- Russian
- Spanish

**GRAPHIC DESIGN**

**HEALTH SCIENCE**

**HISTORY**

**HUMANITIES**

**INTERDISCIPLINARY STUDIES**

**JOURNALISM**

**LABOR STUDIES**

**LATIN AMERICAN STUDIES**

**LAW/PRE-LAW**

**LIBRARY SCIENCE**

**MATHEMATICS**

**MEDICINE/PRE-MEDICINE**

**MUSIC**
- History
- Performance
NATURAL RESOURCES
   Biological Resource Science
   Forestry
   Forest Products
NURSING
PERSONNEL MANAGEMENT
PHARMACY/PRE-PHARMACY
PHILOSOPHY
PHYSICAL EDUCATION
PHYSICS
PSYCHOLOGY
PUBLIC ADMINISTRATION
SOCIOLOGY
SPEECH COMMUNICATION/RHETORIC
STATISTICS
STUDENT LEADERSHIP
TEACHING /EDUCATION
THEATRE ARTS/DRAMA
TRAVEL AND TOURISM

Occupational and Continuing Education

Degree Curricula
(60 or more semester units)
Students may receive the Associate Degree with an Award of
Achievement and normally qualify for employment after com-
pleting specialized courses and general education require-
ments in the following areas:
ADMINISTRATION OF JUSTICE
AIRCRAFT-MAINTENANCE TECHNOLOGY
   (Options in Aircraft Power-Plant Maintenance Technology;
   Airframe-Maintenance Technology; and Avionics-
   Maintenance Technology)
ARCHITECTURAL INTERIORS
ARCHITECTURAL TECHNOLOGY
AUTOMOTIVE TECHNOLOGY
   (Options in Automotive Mechanics; Automotive Body
   Repair)
BUSINESS
   Accounting
   Finance
   International Business
   Merchandising:
   Fashion Merchandising
   Marketing
   Office Information Processing
   Paralegal/Legal Studies
   Real Estate
   Travel and Tourism
CHILD DEVELOPMENT
COMPUTER AND INFORMATION SCIENCE
   Computer Science
   Computer and Information Science
CONSTRUCTION MANAGEMENT
DESIGN FIRM MANAGEMENT
ENGINEERING AND TECHNOLOGIES
   Engineering Technology:
   Electronics
   Mechanical
ENVIRONMENTAL HORTICULTURE AND FLORISTRY
   Commercial Cut-Flower and Greenhouse Production
   Landscape Gardening and Landscape Contracting
   Nursery and Garden-Center Operation
FIRE SCIENCE TECHNOLOGY
GRAPHIC DESIGN
HEALTH CAREER PROGRAMS
   Dental Assisting
   Diagnostic Medical Imaging
   Health Care Technology
   CVT/Echocardiography Technician
   EKG Technician
   Emergency Medical Technician
   Health Information Technology
   Medical Office Assisting Program
   Medical Administrative Assisting Program
   Pharmacy Technician
   Unit Coordinator
   Radiation Oncology Technology
   Registered Nursing
   Vocational Nursing
   Licensed Vocational Nursing
   Nurse Assistant/Home Health Aide
   Geriatric Home Aide
HOTEL AND RESTAURANT OPERATION
JOURNALISM
LABOR STUDIES
LIBRARY INFORMATION TECHNOLOGY
PRINT PRODUCTION
VISUAL ARTS
   Film Production
   Photography

CREDIT CERTIFICATE CURRICULA
(Normally 12 to 30 semester units)
Students may receive a Certificate of Completion after com-
pleting specific course requirements in the following areas:
AIRCRAFT-MAINTENANCE TECHNOLOGY
   Aircraft Power-Plant Maintenance Technology
   Airframe-Maintenance Technology
   Avionics-Maintenance Technology
BIOTECHNOLOGY
BUSINESS OFFICE INFORMATION PROCESSING
CHILD DEVELOPMENT
COMPUTER AND INFORMATION SCIENCE
   Computer Programming
   Multimedia Programming
   Networking/Telecommunications
   Microcomputer User Support
   UNIX/Open Systems
DENTAL ASSISTING
DENTAL-LABORATORY TECHNOLOGY
CVT/ECHOCARDIOGRAPHY TECHNICIAN
EMERGENCY MEDICAL TECHNICIAN
ENGINEERING-RELATED OCCUPATIONS
   Air Conditioning and Refrigeration
   Drafting
   CAD/CAM
   Computer Aided Drafting
Overview of the College

Electronics
  Analog Electronics and Communication
  Digital Electronics
  Personal Computer Repair
  Engineered Plumbing Systems
  Total Quality Management (TQM)

ENVIRONMENTAL HORTICULTURE

FIRE SCIENCE TECHNOLOGY

FINANCE

GRAPHIC COMMUNICATIONS
  Prepress
  Press and Finishing
  Print Management
  Production Art

HEALTH INFORMATION TECHNOLOGY
  Health Information Clerk I & II
  Health Information Coding Specialist
  Health Information Technology
  Medical Transcription

HEALTH SCIENCE
  Community Health Worker
  HIV/STD Prevention Educator

INTERNATIONAL BUSINESS

LABOR STUDIES

MEDICAL ASSISTING
  Medical Administrative Assisting
  Medical Office Assisting
  Medical Biller

MERCHANDISING
  Fashion Merchandising
  Marketing

MULTIMEDIA STUDIES
  Design and Graphics
  Image and Sound
  Performance Arts
  Programming

NURSING (Licensed Vocational)

PARALEGAL/LEGAL STUDIES
  Curriculum I-60 units
  Curriculum II-30 units

REAL ESTATE

SPEECH COMMUNICATION

SUPERVISORY PRACTICES

NONCREDIT APPRENTICESHIP PROGRAMS

The City College of San Francisco in cooperation with the California Division of Apprenticeship Standards and local Joint Apprenticeship Committees offers “related training” apprenticeship programs in designated trades or occupations. Upon completion of an apprenticeship program, the State of California Department of Industrial Relations California Apprenticeship Council awards a Certificate of Completion of Apprenticeship in the trade. For more information, contact the Apprenticeship Program Office at 550-4438.

OTHER NONCREDIT PROGRAMS

These programs are designed for special groups of consumers. They do not offer a certificate.

CONSUMER EDUCATION

DISABLED STUDENT PROGRAMS

OLDER ADULTS

PARENTING