



**Section III**  
**GRADUATION REQUIREMENTS**

## ASSOCIATE DEGREE

### PHILOSOPHY FOR THE ASSOCIATE DEGREE

The awarding of an associate degree is intended to represent more than an accumulation of units. It symbolizes the successful attempt on the part of the District to lead students through patterns of learning experiences designed to develop certain capabilities and insights. Among these are the ability to think and to communicate clearly and effectively, both orally and in writing; to use mathematics; to understand the modes of inquiry of the major disciplines; to be aware of other cultures and times; to achieve insights gained through experience in thinking about ethical problems; and to develop the capacity for self-understanding.

### GENERAL EDUCATION

**Goal:** General education is available at all three colleges (Norco, Riverside City and Moreno Valley) of the Riverside Community College District. A person informed through general education about the conceptual schemes of the arts, humanities and sciences, who comprehends the structure of society and who thinks clearly about the individual and society, will have the tools by which he or she may function efficiently. Such an individual is encouraged to utilize these tools in developing a conception of a commitment to a good life involving able and responsible citizenship, moral and humane relationships, and appreciation of the democratic processes and the culture which sustains our society.

**Objective:** Specifically, the colleges offer to all of their students a pattern of courses designed to produce an awareness of self and to provide (1) a basic competence with the English language in its written and spoken form; (2) at least a minimum competence in mathematics; (3) a knowledge of American history and governmental institutions; (4) regard for health, mental and physical, of oneself and of the community at large; (5) a grasp of the principles of the major divisions of human studies, humanities and science with some understanding of basic disciplines and methodologies; and (6) knowledge in some depth of one subject area.

### GENERAL EDUCATION STUDENT LEARNING OUTCOMES

The RCCD General Education program prepares students to be able to demonstrate an understanding of how knowledge is discovered and constructed in the natural sciences, the social and behavioral sciences, the humanities, and language and rationality. Students will understand the methods of inquiry that underlie the search for knowledge in these fields. In addition, they will gain demonstrable skills in four broad interdisciplinary areas:

#### Critical Thinking

Students will be able to demonstrate higher order thinking skills about issues, problems, and explanations for which multiple solutions are possible. Students will be able to explore problems and, where possible, solve them. Students will be able to develop, test, and evaluate rival hypotheses. Students will be able to construct sound arguments and evaluate the arguments of others.

#### Information Competency & Technology Literacy

Students will be able to use technology to locate, organize, and evaluate information. They will be able to locate relevant information, judge the reliability of sources, and evaluate the evidence contained in those sources as they construct arguments, make decisions, and solve problems.

#### Communication

Students will be able to communicate effectively in diverse situations. They will be able to create, express, and interpret meaning in oral, visual, and written forms. They will also be able to demonstrate quantitative literacy and the ability to use graphical, symbolic, and numerical methods to analyze, organize, and interpret data.

#### Self-Development & Global Awareness

Students will be able to develop goals and devise strategies for personal development and well-being. They will be able to demonstrate an understanding of what it means to be an ethical human being and effective citizen in their awareness of diversity and various cultural viewpoints.

The General Education Student Learning Outcomes were approved by the Board of Trustees on September 18, 2012.

## GRADUATION REQUIREMENTS FOR THE ASSOCIATE DEGREE

All programs of study leading to completion of a certificate, A.S. degree, or A.A. degree require careful planning with the assistance of a counselor from the beginning. Students interested in career and technical education (formerly occupational education) will want to follow the requirements of a specific certificate or A.S. degree leading directly to a career. Students who plan to transfer to a bachelor's degree granting institution may also be interested in pursuing an associate degree for transfer; an Associate in Arts (AA-T) or Associate in Science (AS-T) degree. These degrees are designed to provide a clear pathway to a CSU major and baccalaureate degree. For more information on the AA-T and AS-T degrees available at Norco College, please see Section IV of this catalog. Students are encouraged to meet with a Norco College counselor to review their options for transfer and to develop an educational plan that best meets their goals and needs.

Students not interested in earning an available AA-T or AS-T degree may earn an A.A./A.S. degree with an emphasis in one of the eight areas of emphasis and enter the workplace or transfer to a four-year institution with enhanced skills in critical thinking and written and oral communication. Students intending to transfer to a bachelor's degree granting institution can use one of these eight areas to fulfill many lower division major requirements while taking additional transferable courses in closely related areas of study.

The governing board of Riverside Community College District shall confer the degree of associate in one of the eight areas of emphasis upon the student who has demonstrated competence and who has completed the following requirements:

### I. RESIDENCE REQUIREMENT

In order to receive an A.A./A.S. degree from Riverside Community College District, a student must complete 15 units in residence at one of the colleges within the Riverside Community College District.

### II. ACADEMIC COURSEWORK TAKEN AT OTHER COLLEGES AND UNIVERSITIES

Official transcripts from all schools and colleges attended must be dated within the preceding 90 days/3 months, be in their original sealed envelope, and be submitted to the Admissions and Records office at the student's home college. Course credit is accepted from all regionally accredited institutions as listed at [www.collegesource.org](http://www.collegesource.org). Credits from institutions, which are in candidacy status, will be

accepted after full accreditation is granted. The two years preceding full accreditation will also be applicable towards the A.A./A.S. degree. Honors for graduation will be calculated in the same manner.

Students who have been awarded a bachelor's degree from a regionally-accredited institution in the United States will be exempt from the general education, and the additional degree requirements in health education and self-development should they pursue an associate of arts or science degree at one of the District's colleges.

### III. GRADE POINT AVERAGE REQUIREMENT

A student must have a minimum grade point average of not less than 2.0 ("C" average) in coursework taken at Riverside Community College District. If coursework taken at one or more accredited colleges is used to satisfy degree requirements, the overall cumulative grade point average must not be less than 2.0 and will include the combination of all grades from all transcripts used.

### IV. UNIT REQUIREMENT

The associate degree requires a minimum of 60 units of college work, of which 18 semester units are in one of the eight areas of emphasis listed below. Students must also complete one of the three General Education Plans (see section VI.) Plan A requires a minimum of 22 units in the following categories: Natural Sciences (3 units), Social and Behavioral Sciences (6 units), Humanities (3 units), Language and Rationality (10 units). Plan B requires a minimum of 39 units as specified in the California State University General Education (CSUGE) pattern. Plan C requires a minimum of 34 - 37 units as specified in the Intersegmental General Education Transfer Curriculum (IGETC) pattern (IGETC for CSU or IGETC for UC). Students who wish to transfer are encouraged to complete an associate degree and to see a counselor before selecting a plan which will best match their goals.

## ASSOCIATE OF ARTS

### ADMINISTRATION AND INFORMATION SYSTEMS

#### NAA494 /NAA494B/NAA494C

Administration/Information Systems entails the study of theories, procedures and practices and the acquisition of skills necessary to function productively and effectively in an administrative work environment. Career paths chosen by students pursuing undergraduate studies in Administration/Information Systems typically include managerial positions in business and the public sector, administrative support positions, customer service, sales, accounting/bookkeeping and public relations.

Students completing associate degrees in Administration/Information Systems may obtain entry-level positions in the above career fields or may choose to transfer to a four-year college or university to pursue a bachelor's degree in business, accounting, public administration, management information systems or related fields.

#### Program Learning Outcomes:

Students possessing an associate degree in Administration/Information Systems can be expected to demonstrate achievement of the following learning outcomes:

1. Categorize basic administrative terms, theories and principles.
2. Demonstrate basic understanding of economic systems; i.e., the manner in which goods are produced and distributed in a society and the means by which economic growth is achieved and sustained.

3. Understand and apply fundamental management principles, such as profit/loss, balancing accounts, conflict resolution, effective customer relations and time management.
4. Perform functions such as preparation of memoranda, utilization of spreadsheets, adherence to schedules and responding effectively to changes in the work environment.
5. Implement the fundamental concepts from courses in business, public administration, economics and/or information systems.
6. Locate, process, and utilize information effectively.

**The student must successfully complete 18 units of study with a grade of "C" or better or a "P" if the course is taken on a "pass-no pass" basis.**

#### INCLUDED DISCIPLINES AND COURSES:

##### **Required Courses (9 units, selected from the following):**

Accounting (ACC): 1A  
 Business Administration (BUS): 3, 10, \*\*18A  
 Computer Information Systems (CIS): 1A  
 Economics (ECO): 7, 7H, 8, 8H  
 Political Science (POL): 8

##### **Elective Courses (9 additional units, selected from the following):**

Accounting (ACC): 1A, 1B, 38  
 Business Administration (BUS): 10, \*\*18A, \*\*18B, 20, 22, 80  
 Communication Studies (COM): 1, 1H, 6, 9, 9H, 12, 13  
 Computer Information Systems (CIS): 1A, 1B, 2, 3, 5  
 Computer Applications and Office Technology (CAT): 3, 31  
 Economics (ECO): 4, 6, 7, 7H, 8, 8H  
 Library (LIB): 1  
 Management (MAG): 44  
 Marketing (MKT): 20  
 Political Science (POL): 6, 8

#### A course may only be counted once.

**\*\*Credit limitation:** UC will accept a maximum of one course for transfer.

### COMMUNICATION, MEDIA, AND LANGUAGES

#### NAA495 /NAA495B/NAA495C

Communications is the study of how humans construct meanings through interactions. Courses in this area may focus on the knowledge and skills needed to communicate effectively in oral, written, or visual forms; on the study of language and culture; and/or on a critical understanding of the structures and patterns of different kinds of communication as they affect individuals and society. Studies in *Communication, Media, and Languages* is designed for students interested in pursuing further studies in English, Journalism, Mass Communication, Media Studies, Communication Studies, and World Languages at four-year colleges and universities. It may be useful for students interested in pursuing careers in communications, graphic design, journalism, law, marketing, public relations, radio and television, translating, and writing, among others.

#### Program Learning Outcomes:

Students possessing an associate degree in Communication, Media and Languages can be expected to demonstrate achievement of the following learning outcomes:

1. Analyze college level texts to understand and apply themes and evidence in appropriate communication formats.
2. Evaluate purpose and audience to create well-developed,

supported, and stylistically fluent responses in written or verbal form.

3. Evaluate and apply appropriate evidence in support of arguments made in different forms of communication.
4. Recognize and understand the role of nonverbal, verbal, interpersonal, visual, mass media, and cultural indicators inherent in different communication mediums.
5. Understand how socioeconomic and cultural factors work in constructing knowledge in different forms of communication.
6. Use a variety of research methods to collect and evaluate sources and evidence to apply in various forms of communication.

**The student must successfully complete 18 units of study across 3 disciplines; 9 units must be taken in a single discipline with a grade of “C” or better or a “P” if the course is taken on a “pass-no pass” basis.**

#### INCLUDED DISCIPLINES AND COURSES:

Anthropology (ANT): 8  
 Applied Digital Media (ADM): 1  
 Arabic (ARA): 1, 2, 3, 8, 11  
 American Sign Language (AML): 1, 2, 3, 4, 5, 10, 11, 12, 13, 14, 20, 22  
 Chinese (CHI): 1, 2, 11  
 Communication Studies (COM): 1, 1H, 2, 3, 5, 6, 7, 9, 9H, 11, 12, 13, 19  
 English (ENG): 1A, 1AH, 1B, 1BH, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 20, 23, 25, 30, 34, 35, 38, 39, 40, 41, 44, 45, 48, 49  
 Film Studies (FST): 1, 2, 3, 4, 5, 6, 7, 8  
 Film, Television and Video (FTV): 12, 44A, 44B, 44C, 44D, 45A, 45B, 45C, 45D, 65  
 French (FRE): 1, 2, 3, 4, 8, 11  
 German (GER): 1, 2, 3, 11  
 Italian (ITA): 1, 2, 3, 11  
 Japanese (JPN): 1, 2, 3, 4, 11  
 Journalism (JOU): 1, 2, 7, 12, 20A, 20B, 20C, 20D, 52A, 52B, 52C, 52D  
 Korean (KOR): 1, 2, 11  
 Latin (LAT): 1, 2  
 Library (LIB): 1  
 Photography (PHO): 12  
 Portuguese (POR): 1, 2  
 Reading (REA) : 4  
 Russian (RUS): 1, 2, 3, 11  
 Spanish (SPA): 1, 1A, 1B, 1H, 2, 2H, 3, 3N, 4, 8, 11, 12, 13, 51, 52, 53

#### FINE AND APPLIED ARTS

##### NAA496 /NAA496B/NAA496C

The Associate Degree in Fine and Applied Arts offers a rich variety of courses to acquaint students with the creation of and performance in the arts from a global perspective. The courses in this area examine the nature of the fine and applied arts through analysis, synthesis, composition, performance and technical development. Students will develop techniques appropriate to the art form, engage in the production and performance of the arts, examine aesthetic valuing, and participate in creative expression.

This area of emphasis is designed for students interested in exploring a variety of art forms including digital media, creative writing, dance, film, graphic design, music, photography, communication studies, television, theatre, video and the visual arts.

#### Program Learning Outcomes:

Students possessing an Associate of Arts Degree in Fine and Applied Arts can be expected to demonstrate achievement of the following program learning outcomes:

1. Demonstrate basic knowledge and skills (technique) in one discipline of the fine and applied arts. These include fundamentals of the field in terms of practice, history, analysis and their applications and technical ability in one discipline to create, sustain, and evolve a personal vision and/or purpose.
2. Develop a personal vision and/or purpose—sometimes called “artistic voice”—that is evident in terms of work produced and manifested in a portfolio, performance, exhibition, or other presentation.
3. Generate and apply original ideas and methods to discover, create and communicate specific artistic content.
4. Demonstrate conceptual acuity, clarity, imagination, and technical ability to combine, integrate, and synthesize elements into works in ways that enhance their communicative powers.

**The student must successfully complete 18 units of study across a maximum of 3 disciplines with 9 units from a single discipline with a grade of “C” or better or a “P” if the course is taken on a “pass-no pass” basis.**

#### INCLUDED DISCIPLINES AND COURSES:

Applied Digital Media (ADM): 1, 30, 64, 67, 68, 70, 71, 72, 74, 76, 77A, 77B, 80, 88, 89, 200  
 Art (ART): 1, 2, 2H, 5, 6, 6H, 7, 8, 9, 10, 12, 15, 16, 17, 18, 20, 21, 22, 23, 24, 25A, 25B, 26, 27, 28A, 28B, 30A, 30B, 34, 35A, 35B, 36A, 36B, 38, 39, 40A, 40B, 41A, 41B, 42A, 42B, 43A, 43B, 44A, 44B, 44C, 45, 46, 47, 48A, 48B, 49A, 49B, 200  
 Communication Studies (COM): 1, 1H, 2, 3, 7, 11, 19  
 Dance (DAN): 3, 4, 5, 6, 6H, 7, 8, 9, D9, D10, D11, D12, D13, D14, D15, D16, D17, D18, D19, D20, D21, D22, D23, D24, D25, D30, D31, D32, D33, D34, D37, D38, D39, D43, D44, D45, D46, D47, D48, D49, D50, D51, D60  
 English (ENG): 11, 12, 13, 17A, 17B, 17C, 38, 39, 49  
 Film, Television, and Video (FTV): 38A, 38B, 41, 42, 43, 44A, 44B, 44C, 44D, 45A, 45B, 45C, 45D, 46, 48, 51A, 51B, 51C, 51D, 52, 53, 64A, 65, 66, 67, 68, 69, 70, 71A, 72  
 Music (MUS): 3, 4, 5, 6, 8A, 8B, 9, 10, 19, 19H, 22, 23, 25, 26, 27, 28, 29, 30, 31, 32A, 32B, 32C, 32D, 33, 35, 36, 37, 38, 39, 41, 42, 43A, 43B, 43C, 44, 48, 49, 50, 51, 52, 53, 54, 55, 57, 58, 61, 65, 68, 69, 70, 73, 77, 81, 82, 83, 84, 87, 89, 89H, 92, 93, 94, P12, P36, P44, P84  
 Photography (PHO): 8, 9, 10, 17, 20, 200  
 Theatre Studies (THE): 2, 3, 4, 5, 6, 25, 26, 29, 30, 32, 33, 34, 35, 36, 37, 38, 39, 41, 44, 46, 48, 49, 54

#### HUMANITIES, PHILOSOPHY, AND ARTS

##### NAA497 /NAA497B/NAA497C

*Humanities, Philosophy, and Arts* examines human values and experience within a wide range of cultures, across the globe, and over the course of history. Students will study, interpret, and evaluate classic works in architecture, art, literature, music, philosophy, religion, rhetoric and the theater, and they will encounter questions to which there are multiple plausible answers. The study of language, philosophy, and rhetoric provides crucial tools for understanding and interpreting human knowledge and experience. Students pursuing the program in the *Humanities, Philosophy, and Arts* will enhance their skills in critical thinking and both oral and written communication.

The *Humanities, Philosophy, and Arts* program prepares students for further study in the arts, history, humanities, literature, philosophy, communication studies and/or world languages at a four-year baccalaureate institution and provides an excellent foundation for students interested in administration, communications, law, public service, and teaching.

### Program Learning Outcomes:

Upon completion of this program, students will be able to:

1. Interpret key philosophical, religious and literary texts, as well as creative works, in historical and cultural contexts and express that interpretation persuasively in oral and/or written form.
2. Analyze the role and use of language, rhetoric and/or the arts in informing and contextualizing human experience.
3. Analyze the role and use of the arts (literature, music, theatre, dance, and the fine arts) as a reflection of the culture in which it appears.
4. Evaluate the role of individual human agency in history.
5. Research and write critical interpretive essays demonstrating a high skill level

**The student must successfully complete 18 units of study across 3 disciplines; 9 units must be taken in a single discipline. Up to 3 units may be taken in a studio course. The 18 units must be completed with a grade of “C” or better or a “P” if the course is taken on a “pass-no pass” basis.**

### INCLUDED DISCIPLINES AND COURSES:

American Sign Language (AML): 1, 2, 3, 4, 5, 10, 11, 12, 13, 14, 20, 22  
 Anthropology (ANT): 7, 8  
 Arabic (ARA): 1, 2, 3, 8, 11  
 Architecture (ARE): 36  
 Art (ART): 1, 2, 2H, 5, 6, 6H, 7, 8, 9, 10, 12  
 Chinese (CHI): 1, 2, 11  
 Communication Studies (COM): 1, 1H, 2, 3, 5, 7, 9, 9H, 11, 12, 13, 19  
 Dance (DAN): 6, 6H  
 English (ENG): 1B, 1BH, 6, 7, 8, 9, 10, 14, 15, 16, 18, 20, 23, 25, 30, 34, 35, 40, 41, 44, 45, 48  
 Film, Television and Video (FTV): 12, 65  
 Film Studies (FST): 1, 2, 3, 4, 5, 6, 7, 8  
 French (FRE): 1, 2, 3, 4, 8, 11  
 Game Development (GAM): 21  
 German (GER): 1, 2, 3, 11  
 History (HIS): 1, 2, 4, 5, 6, 6H, 7, 7H, 8, 9, 14, 15, 21, 22, 25, 26, 28, 29, 31, 32, 34, 35  
 Humanities (HUM): 4, 4H, 5, 5H, 8, 9, 10, 10H, 11, 16, 18, 23, 35  
 Italian (ITA): 1, 2, 3, 11  
 Japanese (JPN): 1, 2, 3, 4, 11  
 Korean (KOR): 1, 2, 11  
 Latin (LAT): 1, 2  
 Library (LIB): 1  
 Music (MUS): 19, 19H, 20, 21, 22, 25, 26, 89, 89H, 93  
 Philosophy (PHI): 10, 10H, 12, 13, 14, 15, 19, 22, 32, 33, 35  
 Political Science (POL): 11  
 Portuguese (POR): 1, 2  
 Russian (RUS): 1, 2, 3, 11  
 Spanish (SPA): 1, 1A, 1B, 1H, 2, 2H, 3, 3N, 4, 8, 11, 12, 13, 51, 52, 53  
 Theatre (THE): 3, 29

Applicable studio courses include (Note that some classes are less than three units.):

Art (ART): 15, 16, 17, 18, 20, 21, 22, 23, 24, 25, 26, 27, 28A, 28B, 30A, 30B, 34, 35, 36A, 36B, 38, 39, 40A, 40B, 41A, 41B, 42A, 42B, 43A, 43B, 44A, 44B, 44C, 45, 46, 47, 48A, 48B, 49A, 49B, 200  
 Dance (DAN): 7, 8, 9, D9, D10, D11, D12, D13, D14, D15, D16, D17, D18, D19, D20, D21, D22, D23, D24, D25, D30, D31, D32, D33, D34, D37, D38, D39, D43, D44, D45, D46, D47, D48, D49, D50, D51, D60  
 English (ENG): 11, 12, 17A, 17B, 17C, 38  
 Music (MUS): 8A, 8B, 9, 10, 12, 28, 29, 30, 31, 32A, 32B, 32C, 32D, 33, 35, 36, 37, 38, 39, 41, 42, 43A, 43B, 43C, 44, 48, 49, 50, 51, 52, 53, 54, 55, 57, 58, 61, 65, 68, 69, 70, 71, 73, 77, 78, 79, 81, 82, 83, 84, 92, 94, P12, P36, P44, P84  
 Theatre (THE): 2, 4, 5, 6, 25, 26, 30, 32, 33, 34, 35, 36, 37, 38, 41, 54

### KINESIOLOGY, HEALTH AND WELLNESS

#### NAA498 /NAA498B/NAA498C

These courses emphasize the principles for the growth and development of a healthy lifestyle. Students will acquire the knowledge and understanding of these principles to integrate and promote personal, individual or group behavior conducive to the maintenance or restoration of mental and physical wellness. This emphasis will provide students with an understanding of physical skills and their development related to physical activity, exercise and sport. Students will also acquire knowledge of decision making and problem solving strategies for self-management as it pertains to leading a productive and healthful lifestyle. This area of emphasis is designed for students interested in making positive life choices and in the study of health, nutrition, and wellness; physical education/kinesiology; athletic training; sport performance, officiating and coaching; career planning and life management; and the biology, anatomy and physiology of the human body.

Students who work closely with their counselor may use this emphasis area to prepare to transfer to four year institutions in majors such as Health Science, Nutrition, Physical Education/Kinesiology, Exercise Science, and Recreation and Leisure Studies. Some careers such as Athletic Trainer, Physical Therapist, Exercise Physiologist, Sport Nutritionist, and Physical Education and Health Education teachers may require education beyond the Bachelor's Degree.

### Program Learning Outcomes:

Upon completion of this emphasis area, the student will be able to:

1. Demonstrate understanding of the impact life choices have on overall human health and apply this knowledge to maintain healthful living appropriate to the situation.
2. Recognize the positive impact of physical activity in fostering optimal health and apply this knowledge to lifestyle choices.
3. Recognize and understand the role of individual decision-making processes to the development of strategies concerning personal health and wellness.

**The student must successfully complete 18 units of study with a grade of “C” or better or a “P” if the course is taken on a “pass-no pass” basis.**

### INCLUDED DISCIPLINES AND COURSES:

#### **Required Courses (take 3 units in each of the two disciplines):**

Health Science (HES): 1  
 Kinesiology/academic courses (KIN): 4, 6, 8, 10, 12, 16, 17, 18, 24, 25, 26, 27, 28, 29, 30, 33, 34, 35, 36, 38, 47

**Elective Courses (12 additional units, selected from the following):**

Anatomy and Physiology (AMY): 2A, 2B, 10

Biology (BIO): 17, 30, 34

Early Childhood Education (EAR): 26

Guidance (GUI): 45, 46, 47, 48

Kinesiology/academic courses (KIN): 4, 6, 8, 10, 12, 16, 17, 18, 24, 25, 26, 27, 28, 29, 30, 33, 34, 35, 36, 38, 47

Kinesiology/activity courses (KIN): A03, A04, A07, A09, A11, A12, A13, A20, A21, A28, A29, A30, A31A, A31B, A31C, A40, A41, A43, A44, A46, A47, A54, A55, A57, A60, A61, A62A, A64, A67, A68, A69, A74, A75A, A75B, A77, A78, A80, A81, A82, A83, A86, A87, A88, A89A, A89B, A89C, A90, A92

Kinesiology/varsity courses (KIN): V01, V02, V04, V05, V06, V07, V08, V09, V10, V11, V12, V14, V18, V19, V20, V21, V22, V23, V24, V25, V26, V33, V34, V50, V51, V52, V53, V60, V61, V70, V78, V94, V95

**A course may only be counted once except for KIN activity or varsity courses.****SOCIAL AND BEHAVIORAL STUDIES****NAA499 /NAA499B/NAA499C**

Social and Behavioral Studies is a collection of academic disciplines dedicated to the scholarly study of the human experience. As a comprehensive and multidisciplinary area of study, Social and Behavioral Studies will afford the student an opportunity to explore and examine the nature and multitude of interactive relationships amongst and between individuals and between the individual and their social environment; ranging from the development of the individual, to the nuances of interpersonal interaction, to the dynamic structures of national and global communities. Ultimately, the student of Social and Behavioral Studies will gain a heightened awareness of the nature of their individuality, attain a greater understanding and appreciation of the complexities and diversity of the world in which they live and, become better equipped to succeed in an increasingly diverse and complex society.

Career paths typically chosen by undergraduate students emphasizing Social and Behavioral Studies include: Law Enforcement, Law, Human Relations, Human Resources, Social Work, Professional Childcare and Public Service Agencies, Teaching across the educational and academic spectrum, Consultation in the public and private sectors, Governmental Advisors, Speechwriting, and both domestic and international business professions.

**Program Learning Outcomes:**

Upon completion of this area of emphasis, the successful student should be able to:

1. Demonstrate a knowledge and understanding that the development, maintenance, and adaptation of the individual self and the personality is a product of the interaction between the individual and their social environment.
2. Demonstrate a breadth of knowledge of the social and cultural environments at the local, regional and global levels.
3. Demonstrate a working knowledge of the many facets and intricacies of social interaction from the intrapersonal, to the interpersonal to the societal levels.
4. Demonstrate an ability to apply the theories and principles of human development, human interaction, cultural diversity, and global awareness to their everyday lives.

**The student must successfully complete 18 units of study across a minimum of 3 disciplines listed below with a grade of "C" or better or a "P" if the course is taken on a "pass-no pass" basis.**

**INCLUDED DISCIPLINES AND COURSES:**

Administration of Justice/Justice Studies (ADJ): 1, 2, 3, 4, 5, 8, 9, 13, 14, 15, 30

Administration of Justice/Law Enforcement (ADJ): 6, 16, 18, 20, 21, 22, 23, 25

Anthropology (ANT): 1, 1H, 2, 3, 4, 5, 6, 7, 8, 10, 21

Communication Studies (COM): 1, 1H, 2, 3, 5, 6, 9, 9H, 12, 13

Early Childhood Education (EAR): 19, 20, 25, 28, 33, 40, 42, 43, 47

Economics (ECO): 4, 5, 6, 7, 7H, 8, 9, 10

Geography (GEG): 2, 3, 4, 6

Guidance (GUI): 47

History (HIS): 1, 2, 4, 5, 6, 6H, 7, 7H, 21, 22, 35

Human Services (HMS): 4, 5, 6, 7, 8, 13, 14, 16, 18, 19

Library Science (LIB): 1

Political Science (POL): 1, 1H, 2, 2H, 3, 4, 4H, 5, 6, 7ABCD, 8, 10A, 10B, 10C, 10D, 11, 12, 13, 14

Psychology (PSY): 1, 2, 8, 9, 33, 35

Sociology (SOC): 1, 1H, 2, 3, 10, 12, 15, 20, 22, 25, 45

**ASSOCIATE OF SCIENCE****CAREER AND TECHNICAL EDUCATION PROGRAMS**

The Associate of Science Degree in Career and Technical Education Programs will be awarded upon completion of the requirements for the certificate or program of 18 units or more with a grade of "C" or better or a "P" if the course is taken on a "pass/nopass" basis plus completion of the graduation requirements as described in the catalog, as well as electives, totaling 60 units of college work as required for the associate degree. Specific requirements for each program are listed in pages 79-99 of the catalog.

**MATH AND SCIENCE****NAS493 /NAS493B/NAS493C**

These courses emphasize the natural sciences, which examine the physical universe, its life forms, and its natural phenomena. Courses in Math emphasize mathematical, analytical, and reasoning skills beyond the level of intermediate algebra. Courses in science emphasize an understanding of the process of science and the scientific method. All courses emphasize the use of mathematics and science as investigative tools, the role of mathematics and science as part of human civilization and society, and the inherent value of both inductive and deductive reasoning as part of the human experience.

This area of emphasis is designed for general education students, as well as students interested in mathematics or sciences as a possible career path, with career opportunities included in mathematics, chemistry, physics, biology, ecological/earth sciences, geology, engineering, computer science, electronics, oceanography, microbiology, kinesiology/ exercise science and the medical sciences.

**Program Learning Outcomes:**

Students possessing an associate degree in Math and Science can be expected to demonstrate achievement of the following learning outcomes:

1. Apply the basic operations of mathematics on the set of real and complex numbers, expressions, and equations
2. Apply the principles of the scientific method, including



the use of inductive and deductive reasoning to pose, test, and accept or reject hypotheses.

3. Recognize and determine the role of mathematics and the sciences as investigative and reasoning tools of human societies.

**The student must successfully complete 18 units of study with a grade of “C” or better or a “P” if the course is taken on a “pass-no pass” basis.**

INCLUDED DISCIPLINES AND COURSES:

**Required Courses (Take one course in each of the 3 categories, including one course with a lab):**

Mathematics (MAT): 1A, 4, 5, 10, 11, 12, 12H, 25

Physical Sciences: Astronomy (AST) 1A, Chemistry (CHE) 1A, 1AH, 2A, 3, 10, Geography (GEG) 1, 1H, 1L, Geology (GEO) 1, 1L, 3, Oceanography (OCE) 1, Physical Science (PHS) 1, Physics (PHY) 2A, 4A

Life Sciences: Anatomy (AMY) 2A, Biology (BIO) 1, 1H, 2A, 5, 7, 8, 9, 11, 11H, 34, 36, Microbiology (MIC) 1

**Elective Courses (The remaining units may be taken from any of the following courses):**

Anatomy and Physiology (AMY): 2A, 2B, 10

Anthropology (ANT): 1, 1H

Astronomy (AST): 1A, 1B

Biology (BIO): 1, 1H, 2A, 2B, 3, 5, 6, 7, 8, 9, 10, 11, 11H, 12, 17, 30, 34, 36

Chemistry (CHE): 1A, 1AH, 1B, 1BH, 2A, 2B, 3, 10, 12A, 12B, 17

Computer Information Systems (CIS): 5, 17A, 17B, 17C, 18A, 18B, 18C

Electronics (ELE): 21, 22, 23, 24, 25

Engineering (ENE): 1A, 1B, 10, 21, 22, 23, 26, 27, 28, 30, 31, 35

Geography (GEG): 1, 1L, 1H, 5

Geology (GEO): 1, 1L, 1B, 3

Health Science (HES): 1

Mathematics (MAT): 1A, 1B, 1C, 2, 3, 4, 5, 10, 11, 12, 12H, 25, 32, 36

Microbiology (MIC): 1

Oceanography (OCE): 1, 1L

Physical Science (PHS): 1, 5

Physics (PHY): 2A, 2B, 4A, 4B, 4C, 4D, 10, 11

Psychology (PSY): 2

**A course may only be counted once.**

### **DEGREE CHANGE ALERT!**

The math and English competency requirements for the associate degree will be changing beginning in fall 2009. All new students and all other students who are returning after a break in their continuous enrollment will be required to get a “C” or better in English 1A and Math 35 to complete the associate degree. Students who maintain continuous enrollment as defined in “Catalog Rights” will be able to fulfill this requirement by completing the previous requirements of Eng 50 and Math 52.

### **V. BASIC SKILLS COMPETENCY REQUIREMENT (0-8 UNITS)**

- A. Students must demonstrate minimum proficiency in mathematics by the successful completion of a Riverside Community College District mathematics course with a “C” or higher selected from Math 1-36 (excluding MAT-32), or

the equivalent [CLEP, AP/IB Exams, Credit by Exam, other pathways such as Completion Counts, courses from other colleges/ universities, placement above Math 35, or Early Assessment Test (EAP for CSU, MCAP)].

- B. Students must demonstrate reading competency by obtaining:

1. a satisfactory score on RCCD’s placement test equivalent to placement in college level reading;  
OR
2. completion of Reading 83 with a “C” or higher;  
OR
3. a minimum grade of “C” in each general education course;  
OR
4. satisfactory reading score on a standardized reading test approved by the English department. Students who do not meet Riverside Community College District’s reading competency requirement should enroll in a reading class within their first 18 units undertaken at the college.
5. Students who have completed an associate’s or higher degree at an accredited institution are exempt from the reading competency requirement. Waivers may also be granted on a case-by-case basis.

- C. Students must demonstrate basic competency in writing by successfully completing the general education requirements of English 1A or 1AH with a “C” grade or better.

### **VI. GENERAL EDUCATION REQUIREMENTS**

General education is designed to introduce students to a breadth of study through which people comprehend the modern world. It reflects the conviction of Riverside Community College District that those who receive their degrees must possess in common certain basic principles, concepts and methodologies both unique to and shared by the various disciplines. Special workshop classes (numbered in the 100 series) cannot be used to fulfill general education requirements. The following basic skills courses are non-degree applicable: English 60AB, 60A1, 60A2, 60A3, 60A4, 80, 90B; English as a Second Language 51, 52, 53, 71, 72, 90 A-M, 91, 92, 95, Mathematics 37, 52, 63, 64, 65, 90 A-F, 98; and Reading 81, 82, 83, 86, 87, 95.

The following courses are also non-degree applicable: Communication Studies 51, 85A, 85B; English 85; English as a Second Language 65; Nursing-Continuing Education: 81; Nursing-Registered: 11B, 11C, 12B, 12C, 18, 21B, 21C, 22B, 22C; Nursing-Vocational: 52A, 52B, 52C, 62A, 62B, 62C.

General education requirements can be met in one of three ways: Plan A, B, or C. Students should see a counselor for advice in selecting the plan that will best match their educational and career goals.

**Plan A:** the RCCD general education pattern which requires completion of a minimum of 22 units.

**Plan B:** the California State University General Education (CSUGE) pattern which requires completion of a minimum of 39 units.

**Plan C:** the Intersegmental General Education Transfer Curriculum (IGETC) pattern which requires completion of a minimum of 34 (UC) or 37 (CSU) units.

**PLAN A**

## RCCD General Education

**A. NATURAL SCIENCES (3 units)**

Any course for which the student is eligible in anatomy and physiology, Anthropology 1 or 1H, astronomy, biology, chemistry, Geography 1 or 5/Physical Science 5, geology, microbiology, oceanography, physical science, physics and Psychology 2. Waiver for this requirement will be granted for Cosmetology 60C, and Electronics 21.

**B. SOCIAL AND BEHAVIORAL SCIENCES (6 units)**

## 1. American Institutions (3 units)

History 6 or 6H, 7 or 7H, 8, 9, 15, 26, 28, 29, 30, 31, 34, 53

or

Political Science 1 or 1H, 5

AND

## 2. Social and Behavioral Sciences (3 units)

Any course for which the student is eligible in anthropology (except Anthropology 1 or 1H), early childhood studies 20, economics, geography (except Geography 1 and 5), history (except as listed in "1" above), human services, military science, political science (except as listed), psychology (except Psychology 2), and sociology.

**C. HUMANITIES (3 units)**

Any course for which the student is eligible in American Sign Language 1, Architecture 36, art, Communication Studies 7, Dance 5, 6, 6H, 7, 8, 9, English, foreign languages, History 1, 2, 4, 5, humanities, music, philosophy (except Philosophy 11 and 32), Photography 8, theater arts, and film, television and video.

**D. LANGUAGE AND RATIONALITY (10 units)**

## 1. English composition (4 units).

Courses fulfilling the written composition requirement include both expository and argumentative writing. The English composition requirement may be met by English 1A or English 1AH, with a grade of "C" or better.

## 2. Communication and analytical thinking (6-8 units)

Courses fulfilling this requirement include oral communication, mathematics, logic, statistics, computer languages and programming. Students must complete one course from two of the following areas:

Communication Studies 1 or 1H, or 9 or 9H

Computer Information Systems 1A through 30

English 1B or 1BH

Mathematics 1-36

Philosophy 11, Philosophy/Math 32

**PLAN B**

## Norco College - California State University General Education Requirements 2015-2016

**A. ENGLISH LANGUAGE COMMUNICATION AND CRITICAL THINKING (min. 9 units)**

Select one course from each group: Grades of "C" or better are required.

## A-1: Oral Communication:

COM-1, 1H, 6, 9/9H

## A-2: Written Communication:

ENG-1A, 1AH

## A-3: Critical Thinking:

COM-2, 3

ENG-1B, 1BH

MAT/PHI-32

PHI-11

REA-4

**B. SCIENTIFIC INQUIRY AND QUANTITATIVE REASONING (min. 9 units)**

Select one course from each group: Also, one of the science courses must have a lab-see underlined courses.

## B-1: Physical Science:

CHE-1A, 1B, 2A, 2B, 3, 10, 12A, 12B,

GEG-1, 1H, 1L, 5

PHS-1

PHY-2A, 2B, 4A, 4B, 4C, 10, 11

## B-2: Life Science:

AMY-2A, 2B, 10

ANT-1, 1H

BIO-1, 1H, 3, 5, 7, 8, 10, 11, 12, 17, 34, 36

MIC-1

PSY-2

## B-3: Laboratory Activity:

This requirement is satisfied by completion of any course in B-1 or B-2 with a laboratory. Lab courses are underlined.

## B-4: Mathematics/Quantitative Reasoning (Grade of "C" or better is required; min. 3 semester or 4 quarter units):

MAT-1A, 1B, 1C, 2, 3, 4, 5, 6, 10, 11, 12, 12H, 25, 36

CSC-6

**C. ARTS AND HUMANITIES (min. 9 units)**

Select three courses, with at least one course from "Arts" and one course from "Humanities."

## C-1: Arts:

ARE-35, 36

ART-1, 2, 2H, 5, 6, 6H, 7, 8, 9, 10

COM-7, 11,

DAN-6

GAM-21

MUS-3, 19, 19H, 23, 25, 26, 89, 89H

THE-3, 9, 29

## C-2: Humanities:

CHI-1, 2, 11

COM-7

ENG-1B, BH, 6, 7, 8, 9, 11, 14, 15, 18, 20, 23, 30, 35, 40, 41, 44, 45, 48

FRE-1, 2, 3, 8, 11

HIS-1, 2, 6, 6H, 7, 7H, 14, 25, 26, 31, 34

HUM-4, 4H, 5, 5H, 8, 10, 10H, 11, 16, 18, 23, 35

JPN-1, 2, 3, 4, 11

PHI-10, 10H, 12, 15, 22, 33, 35

SPA-1, 1H, 2, 2H, 3, 3N, 4, 8, 11, 12

THE-9

**D. SOCIAL SCIENCES (min. 9 units)**

Select three courses from at least two disciplines:

ADJ-1, 3, 9

ANT-2, 3, 4, 5, 6, 7, 8

COM-9, 9H, 12, 13

EAR-20, 42

ECO-4, 7, 7H, 8, 8H

GEG-2, 3, 4, 6

HIS-1, 2, 6, 6H, 7, 7H, 14, 25, 26, 31, 34

JOU-7



POL-1, 2, 4, 4H, 5, 7A, 11, 13  
 PSY-1, 8, 9, 33, 35, 50  
 SOC-1, 1H, 2, 3, 10, 12, 15, 20, 50

**E. LIFELONG LEARNING AND SELF-DEVELOPMENT (min. 3 units)**

BIO-30  
 EAR-20, 42  
 GUI-47, 48  
 HES-1  
 KIN-4, 10, 35, 36, 38  
 PSY-9, 33  
 SOC-12

*Activity courses - Only 1 unit of activity coursework may be applied towards area E. Students may complete GUI-48 combined with 1 unit from the approved activity courses listed below in order to fulfill the 3 units required in area E:*

DAN-D19, D20, D30, D31, D32, D33, D37, D38, D43, D44, D60  
 KIN-A3, A20, A21, A40, A41, A46, A47, A55, A64, A75A, A75B, A77, A81, A83, V10, V25, V95

**Veterans who submit a DD214 will be awarded a full 3 units towards area E certification.**

**Courses cannot be double-counted to satisfy more than one area, even if a course is listed in more than one area.**

**PLAN C**

Norco College - Intersegmental General Education Transfer Curriculum (IGETC) 2015-2016

Transfer students will receive IGETC certification after completing all of the subject areas below with a min. "C" grade or better (A grade of "C-" is not acceptable.)

**AREA 1 - ENGLISH COMMUNICATION (min. 6-9 units)**

*CSU – 3 courses required; select one from each group:  
 UC – 2 courses required; select one from group 1A and one from group 1B:*

1A - English Composition:  
 ENG-1A, 1AH  
 1B - Critical Thinking – English Composition:  
 ENG-1B, 1BH  
 1C - Oral Communication: (CSU requirement only)  
 COM-1, 1H, 6, 9, 9H

**AREA 2 – MATHEMATICAL CONCEPTS AND QUANTITATIVE REASONING (min. 3 semester or 4 quarter units)**

*Select one course:*

MAT-1A\*\*, 1B, 1C, 2, 3, 4, 5\*\*, 6, 10\*\*, 11\*\*, 12, 12H, 25  
 CSC-6

**AREA 3 – ARTS AND HUMANITIES (min. 9 units)**

*Select three courses, with at least one course from the "Arts" and one course from the "Humanities."*

3A – Arts:  
 ARE-35, 36  
 ART-1, 2, 5, 6, 6H, 7, 8, 9, 10  
 DAN-6  
 MUS-3, 19, 23, 25, 26, 89, 89H  
 THE-3, 9\*, 29

3B – Humanities:

CHI-2, 11  
 COM-12\*  
 ENG-6, 7, 8, 9, 14, 15, 18, 20, 23, 35, 40, 41, 44, 45, 48  
 FRE-2, 3, 8, 11  
 HIS-1\*, 2\*, 6\*, 6H\*, 7\*, 7H\*, 14\*, 25\*, 26\*, 31\*, 34\*  
 HUM-4, 4H, 5, 5H, 8, 10, 10H, 11, 16, 18, 23, 35  
 JPN-2, 3, 4, 11  
 PHI-10, 10H, 12, 22, 33, 35  
 SPA-2, 2H, 3, 3N, 4, 8, 11, 12  
 THE-9\*

**AREA 4 – SOCIAL AND BEHAVIORAL SCIENCES (min. 9 units)**

*Select three courses from at least two disciplines:*

ADJ-1, 3  
 ANT-1\*, 1H\*, 2, 3, 4, 5, 6, 7, 8  
 COM-12\*, 13  
 EAR-20  
 ECO-4\*\*, 7, 7H, 8, 8H  
 GEG-2, 3, 4, 6  
 HIS-1\*, 2\*, 6\*, 6H\*, 7\*, 7H\*, 14\*, 25\*, 26\*, 31\*, 34\*  
 JOU-7  
 POL-1, 1H, 2, 4, 4H, 5, 11, 13  
 PSY-1, 2\*, 8, 9, 33, 35, 50  
 SOC-1, 1H, 2, 3, 10, 12, 15, 20, 50

**AREA 5 – PHYSICAL AND BIOLOGICAL SCIENCES (min. 7 units)**

*Select at least one Physical and one Biological Science course. One of the two courses must include a lab - see underlined courses:*

5A – Physical Science:

CHE-1A, 1B, 2A\*\*, 2B, 3\*\*, 10\*\*, 12A, 12B  
GEG-1, 1H, 1L, 5  
 PHS-1  
PHY-2A\*\*, 2B\*\*, 4A\*\*, 4B\*\*, 4C\*\*, 10\*\*, 11

5B - Biological Science:

AMY-2A, 2B, 10  
 ANT-1\*, 1H\*  
BIO-1, 1H, 3, 5, 7, 8\*\*, 10\*\*, 11, 12, 17, 34, 36\*\*  
MIC-1  
 PSY-2\*

5C – Science Laboratory: This requirement is satisfied by completion of any course in 5A or 5B with a laboratory. Lab courses are underlined.

**AREA 6 – LANGUAGES OTHER THAN ENGLISH**

*(Select one course – UC requirement only):*

6A  
 CHI-1, 2  
 FRE-1, 2, 3,  
 JPN-1, 2, 3, 4  
 SPA-1, 1H, 2, 2H, 3, 3N, 4

Or 6B: Proficiency equivalent to two years of high school in the same language. (Students from non-English speaking countries should see a counselor for language proficiency equivalencies.)

**\* Courses cannot be double-counted to satisfy more than one area, even if a course is listed in more than one area. The only**

exceptions to this are several courses in Area 6A – Language Other Than English, which can also be counted towards area 3B.

**\*\* UC limits transfer credit for some courses. Students may review the UC Transfer Course Agreement (TCA) with a counselor for information on course limitations.**

## VII. ADDITIONAL DEGREE REQUIREMENTS

### A. Health Education (3 Units)

Health Science 1 or completion of the DEH, EMS, PA, RN or VN program.

### B. Self Development (2 or 3 units)

#### 1. Kinesiology (two activities courses)

Any course with an A or V, or any Dance class with D is considered an activity class. The following classes have a laboratory component and may be counted as one of the two activity courses required.

KIN-6 Physical Education for Pre-School and Elementary Children

KIN-29 Soccer Theory

KIN-42 Lifeguarding/Title 22 First Aid/Water Safety Instructor

KIN-47 Hiking and Backpacking

DAN-5 Movement Education for Pre-School and Elementary Children

MUS-45 Marching Band Woodwind Methods

MUS-46 Marching Band Brass Methods

MUS-47 Marching Band Percussion Methods

MUS-48 Marching Band

MUS-59 Winter Marching Band Clinic

MUS-60 Summer Marching Band Clinic

MUS-61 Auxiliary Marching Units

or

#### 2. Fitness and Wellness (3 units)

KIN-4 Nutrition

KIN-30 First Aid and CPR

KIN-35 Foundations for Fitness and Wellness

KIN-36 Wellness: Lifestyle Choices

**NOTE:** Students are exempt from the Self Development requirement when they complete the Cosmetology program, the Registered or Vocational Nursing Program, the Basic Peace Officer Training Academy, the Firefighter Academy, the EMS Program, or the Physician Assistant program.

## VIII. CERTIFICATE PROGRAM

Students who have satisfied the requirements for a certificate of achievement while completing the requirements for an Associate of Science Degree will be awarded a certificate, and notation of the award will be indicated on the student record. Fifty percent of the coursework required in any certificate pattern must be completed at Riverside Community College District with a grade of “C” or better.

## IX. PETITION FOR GRADUATION (DEGREE OR CERTIFICATE)

Students may apply for degrees and certificates during the following application periods:

Summer – First day of summer term through July 15 to apply for summer 2015, fall 2015, winter 2016, spring 2016.

Fall – First day of fall term through October 15 to apply for fall 2015, winter 2016, spring 2016.

Winter – First day of winter term through February 1 to apply for winter 2016, spring 2016.

Spring – First day of spring term through April 1 to apply for spring 2016.

Students who apply during these periods may participate in the Commencement ceremony as long as they are missing no more than 9 units to graduate.

Students who want to participate in the commencement ceremony must file their application by April 1<sup>st</sup>.

A student may earn more than one degree (AA/AS) from Norco College.

Students who have met degree requirements in a previous academic year and have not maintained continuous enrollment will be awarded the degree in the term in which the application is submitted, provided all current degree requirements are met.

## X. CATALOG RIGHTS

Graduation requirements apply to students who are enrolled for any term (summer, fall, winter, spring) indicated by this catalog ~ Summer 2015 through Spring 2016. Students who enrolled prior to this current year and who have maintained continuous enrollment have the option of meeting the current requirements or those in effect at the time their continuous enrollment began. Continuous enrollment is defined as attendance of one term during each academic year.

## SCHOLASTIC HONORS AT COMMENCEMENT

Honors at commencement will be awarded to students with a cumulative GPA of 3.30 or higher. Their names are listed in the commencement program as receiving the Associate Degree with Distinction (3.30 GPA) or with Great Distinction (3.70 GPA). A gold tassel will be worn by students graduating with honors. Coursework taken during the final spring semester will not be used to calculate honors at commencement. Grade point averages are not rounded up. If coursework taken at one or more accredited colleges is used to satisfy degree requirements, the overall cumulative grade point average will include the combination of all grades from all transcripts used.

## DEAN’S LIST

Each semester, those students who have demonstrated outstanding scholastic achievement by completing at least 12 units of credit-graded work in one semester or 12 units of credit-graded work earned in no more than one academic year (fall, winter and spring, with summer being excluded) with a grade point average of 3.0 or better (completed units will be considered only once for a particular Dean’s List) will be recognized by a letter from the Dean of Instruction.

## GRADING SYSTEM

### Grades

Riverside Community College District uses the letter system of grading the quality of work performed by students. The following grades are used:

“A”, excellent; “B”, good; “C”, satisfactory; “D”, passing, less

than satisfactory; “F”, failing; “FW”, failing due to cessation of participation in a course after the last day to officially withdraw from a course; “I”, incomplete; “IP”, in progress; “RD”, report delayed; “P”, pass; “NP”, no pass; “W”, formal withdrawal from the college or a course; “MW” (military withdrawal).

“Military withdrawal” occurs when a student who is a member of an active or reserve United States military service receives orders compelling a withdrawal from courses. Upon verification of such orders, a withdrawal symbol may be assigned at any time after the period established by the governing board during which no notation is made for withdrawals. Military withdrawals are not counted in progress probation and dismissal calculations. “W”s incurred during the period between January 1, 1990 and the effective date of this paragraph, which meet the definition of military withdrawal herein, are not counted in progress probation and dismissal calculations and may be changed to “MW”s.

Students should refer to WebAdvisor for withdrawal deadlines.

An “I” is given only in cases where a student has been unable to complete academic work for unforeseeable, emergency and justifiable reasons. The condition for removal of the “I” shall be stated by the instructor in a written contract submitted online on WebAdvisor. A copy of this Incomplete Contract will be sent to the student’s college email and is also available on WebAdvisor. A final grade shall be assigned when the work stipulated has been completed and evaluated, or when the time limit for completing the work has passed. The “I” may be made up no later than one year following the end of the term in which it was assigned. The “I” symbol shall not be used in calculating units attempted nor for grade points. The “I” symbol will be changed to the grade the instructor has predetermined, if the student does not meet the conditions of the agreement.

### Grade Points

On the basis of scholarship grades, grade points are awarded as follows: “A”, 4 points per units of credit; “B”, 3 points per unit of credit; “C”, 2 points per unit of credit; “D”, 1 point per unit of credit; “F” or “FW”, no points per unit of credit. On computing the grade point average, units attempted are not charged and grade points are not awarded for the following: “I”, “W”, “NP”, “P”, “IP”, “RD”, or “MW”.

### Grade Changes

Students have one year following the term in which the grade was recorded to request a change of grade. After the one-year limit, the grade is no longer subject to change. Students must file an Extenuating Circumstances Petition (ECP) with the Admissions and Records office at one of the three colleges.

### Extenuating Circumstances Petition

This petition is for students who encounter situations involving extenuating circumstances, emergencies that may affect their education records and fall outside the realm of normal college policy and procedures. Failure to be aware of deadlines and expected failure in a course are not acceptable reasons for filing an Extenuating Circumstances Petition. The student bears the burden and is responsible for showing that grounds exist for the Extenuating Circumstances Petition (ECP). Students have one year following the term in which a grade was submitted to request a change of grade.

### Auditing Classes

RCCD offers students the option of auditing courses. Instructions for auditing are as follows:

1. Students may not audit a class unless he/she has exhausted all possibilities to repeat the class for credit.
2. Permission to audit a class is done at the discretion of the instructor and with instructor’s signature.
3. When auditing, student shall not be permitted to change his/her enrollment in that course to receive credit.
4. With the instructor’s signature and permission, a credit student may switch his/her enrollment to audit status provided the change is completed prior to 20% of course for short term courses.
5. With the instructor’s signature and permission, a student may enroll in a course for audit at any time during the semester if he/she has not enrolled in that course for credit during the same semester.
6. No student will be allowed to enroll for audit prior to the first day of the course. The first day of the course refers to the actual course meeting.
7. Credit students have priority over auditors. If a course closes after an auditor has been admitted, the auditor may be asked to leave to make room for the credit student. Instructor’s discretion is strongly recommended.
8. The audit fee is \$15 per unit. Students enrolled in 10 or more semester units may audit 3 units of audit free (may be 3 one-unit courses). The \$15 per unit audit fee will automatically be charged if the student drops below 10 units.

Students wishing to audit should be aware that audited classes will not appear on the RCCD transcript. Forms and information are available at the Admissions offices on the Riverside City, Moreno Valley and Norco colleges.

### Pass/No Pass Classes

Discipline faculty are responsible for determining the appropriate Pass/No Pass option for each course. All sections of the course must be offered in the same manner. Courses may be offered for Pass/No Pass in either of the following categories and will be specified in the catalog:

1. Class sections wherein all students are evaluated on a Pass/No Pass basis.
2. Courses in which each student has the option to individually elect Pass/No Pass or letter grade. Students electing this option must file a petition in the Admissions office at Riverside City, Moreno Valley, or Norco by the end of the second week of the semester or by the end of the first 20% of a shorter-than-semester term.

All units earned on a Pass/No Pass basis in accredited California institutions of higher education or equivalent out-of-state institutions are counted in satisfaction of community college curriculum and graduation requirements.

Units earned on a Pass/No Pass basis are not used to calculate grade point averages. However, units attempted for which “NP” is recorded are considered in probation and dismissal procedures.

Students should consult with a counselor before changing the grading option on a course. Other institutions may have unit or other restrictions regarding the acceptance of Pass/No Pass.

### **Final Examinations - Final Grades**

Final semester exams are required in all classes at the scheduled time and place. Failure to appear for a final examination may result in an “F” grade in the course. Final grades may be obtained on WebAdvisor immediately after they are submitted by the instructor.

### **Advanced Placement**

Riverside Community College District recognizes the Advanced Placement Program of the College Entrance Examination Board. Students will be granted credit for Advanced Placement examinations with a score of three, four or five in specified subject areas. Advanced Placement credit is granted for the fulfillment of Riverside Community College District programs only. Other colleges or universities may have different policies concerning Advanced Placement. Therefore, the transfer institution will reevaluate the Advanced Placement scores based upon their own college policies. For further information, see a counselor for specific subject credit areas available.

### **Advanced Placement (AP) and International Baccalaureate (IB) Credit**

Students who have successfully completed exams in the AP Program of the College Entrance Examination Board with scores of 3, 4 or 5 may earn credit for each Advanced Placement course. Students may also receive credit for a score of 5, 6, or 7 for International Baccalaureate (IB) exams. Credit awarded through AP may be used towards graduation requirements, IGETC, and CSU GE Breadth Requirement Certifications. (English IB earned through AP may not be used to meet the Critical Thinking requirement in the IGETC Group B - Critical Thinking or the CSU GE Breadth Requirements in Area A.3. Official Placement Scores should be sent to the Admissions and Records office for official evaluation.

**Course credit and units granted at Riverside City, Norco, and Moreno Valley colleges may differ from course credit and units granted by a transfer institution.**

**Please see a counselor to review the applicability of AP and IB credit to different academic requirements.**

### **Duplication of AP and College Courses**

Students, please be advised that college courses taken before or while attending an RCCD college may duplicate IB or AP examinations. If an IB or AP exam duplicates a college course or vice versa, a student will be awarded credit for only one.





The IB chart below is an indication of how the IB Exams may be used to satisfy IGETC and CSU Area requirements. RCCD does not offer credit for equivalent coursework, at this time.

IB Exam	IGETC Area	CSU-GE Area
IB Biology	5B (without lab)	B2
IB Chemistry HL	5A (without lab)	B1
IB Economics HL	4B	D2
IB Geography HL	4E	D5
IB History (any region) HL	3B or 4F	C2 or D6
IB Language A1 (any language except English) HL	3B and 6A	C2
IB Language A2 (any language except English) HL	3B and 6A	C2
IB Language A1 (any language) HL	3B	C2
IB Language A2 (any language) HL	3B	C2
IB Language B (any language) HL	6A	n/a
IB Mathematics HL	2A	B4
IB Physics HL	5A (without lab)	B1
IB Psychology HL	4I	D9
IB Theater HL	3A	C1

Listed below is a chart indicating which RCCD GE, CSU GE, and IGETC areas Advanced Placement (AP) exam credit may be applied to. Please consult a counselor in order to determine how many units for each AP exam may be applied towards the indicated general education area.

AP Exam	RCCD GE Area	IGETC Area	CSU-GE AREA
Art History	Humanities	3A or 3B	C1 or C2
Biology	Natural Sciences	5B and 5C	B2+B3
Calculus AB	Language and Rationality	2A	B4
Calculus BC	Language and Rationality	2A	B4
Chemistry	Natural Sciences	5A and 5C	B1+B3
Chinese Language & Culture	Humanities	3B and 6A	C2
Macroeconomics	Social/Behavioral Sciences	4B	D2
Microeconomics	Social/Behavioral Sciences	4B	D2
English Language and Composition	Language and Rationality	1A	A2
English Literature and Composition	Language and Rationality	1A or 3B	A2+C2
Environmental Science	Natural Sciences	5A and 5C	B1+B3
European History	Social/Behavioral Sciences	3B or 4F	C2 or D6
French Language and Culture	Humanities	3B and 6A	C2
French Literature	None	3B and 6A	C2
German Language and Culture	Humanities	3B and 6A	C2
Comparative Government & Politics	Social/Behavioral Sciences	4H	D8
U.S. Government and Politics	Social/Behavioral Sciences	4H + US 2	D8+US-2
Human Geography	Social/Behavioral Sciences	4E	D5
Italian Language and Culture	Humanities	3B and 6A	C2
Japanese Language and Culture	Humanities	3B and 6A	C2
Latin Literature	None	3B and 6A	C2
Latin: Vergil	None	3B and 6A	C2
Physics B	Natural Sciences	5A and 5C	B1+B3
Physics C mechanics	Natural Sciences	5A and 5C	B1+B3
Physics C electricity/magnetism	Natural Sciences	5A and 5C	B1+B3
Psychology	Social/Behavioral Sciences	4I	D9
Spanish Language and Culture	Humanities	3B and 6A	C2
Spanish Literature and Culture	None	3B and 6A	C2
Statistics	Language and Rationality	2A	B4
U.S. History	Social/Behavioral Sciences	(3B or 4F) +US-1	(C2 or D6)+ US-1
World History	Social/Behavioral Sciences	3B or 4F	C2 or D6

AP Exam	RCCD Equivalent	Units
Art History	Art 1 and 2	3 + 3
Biology	Biology 1	4
Calculus AB	Math 1A	4
Calculus BC	Math 1A and 1B	4 + 4
Chemistry	Chemistry 1A and 1B	5 + 5
Chinese Language & Culture	Chinese 1-2	5 + 5
Macroeconomics	Economics 7	3
Microeconomics	Economics 8	3
English Language and Composition	English 1A	4
English Literature and Composition	English 1A and 1B	4 + 4
Environmental Science	Biology 36	3
European History	History 5	3
French Language and Culture	French 1-2	5 + 5
French Literature and Culture	None	0
German Language and Culture	German 1 and 2	5 + 5
Comparative Government & Politics	Political Science 2	3
U.S. Government and Politics	Political Science 1	3
Human Geography	Geography 2	3
Italian Language and Culture	Italian 1-2	5 + 5
Japanese Language and Culture	Japanese 1-2	5 + 5
Latin Literature	Latin 1-2	5 + 5
Latin: Vergil	None	0
Physics B	Physics 2A and Physics 2B	4 + 4
Physics C mechanics	Physics 4A	4
Physics C electricity/magnetism	Physics 4B	4
Psychology	Psychology 1	3
Spanish Language and Culture	Spanish 1 and 2	5 + 5
Spanish Literature and Culture	None	0
Statistics	Math 12	3
U.S. History	History 6 and 7	3 + 3
World History	History 1 and 2	3 + 3





## CREDIT BY EXAMINATION

Credit may be granted to any student who satisfactorily passes an examination approved or conducted by the discipline or program in which a comparable course is offered. In the case of foreign (world) languages students must complete a higher level course in order to receive credit for a lower level language course.

To be eligible to petition for credit by examination, a student must be currently enrolled, fully matriculated, in good standing and have completed not less than 12 units of work at Riverside Community College District with an overall grade point average of 2.0 ("C"). The option for credit by examination may not be available for all course offerings; contingent upon discipline curricular decisions with consultation and review by the Office of Educational Services.

All students, including concurrently enrolled high school students, must apply for credit by examination on the appropriate petition form obtained from the Admissions office at the Riverside City, Moreno Valley and Norco colleges and pay enrollment fees including out of state and/or out of country tuition where applicable.

A student may receive credit by examination in one course for each semester or summer/winter intersession in a total unit amount not to exceed 15 units. Work experience classes are excluded from credit by examination.

After the discipline faculty has determined the student's evaluative symbol, the student will be notified and the permanent record will reflect the credit and/or grade.

Credit by examination is not treated as part of the student's study load for any given semester, or for eligibility purposes and therefore, will not require a petition for excess study load. It is not part of the study load for Veterans' Administration Benefits or eligibility purposes.

The student's academic record will be clearly annotated to reflect that credit was earned by examination.

Units for which credit is given pursuant to the provisions of this section shall not be counted in determining the 12 semester hours of credit in residence required for an associate degree.

## CREDIT FOR COLLEGE-LEVEL EXAMINATION PROGRAM (CLEP)

A maximum of 30 units may be granted for all types of credit by examination. This includes Advanced Placement, CLEP, credit for military training and credit by exam taken at Riverside Community College District. **Credit is not allowed if coursework in the subject area has been completed or AP credit has previously been granted.** CLEP exams may be used to certify CSU requirements as indicated by the CSU system. They will not be used to certify IGETC requirements, at this time. Students planning to transfer should check the policy on CLEP in the catalog of the college to which they will transfer. To apply for CLEP credit the student must have completed 12 units in residency at Riverside Community College District. An official transcript is required. For further information, contact the Counseling office.

## RCCD GENERAL EDUCATION / CSU-GE CREDIT FOR CLEP TESTS

Students may earn credit for College-Level Examination Program (CLEP) tests. CLEP credit can be used to meet CSU-GE and RCCD general education (GE). **UC does not award units for CLEP credit.** Students must have the College Board send CLEP results to the Admissions Office for use on the A.A. or CSU-GE patterns. **Course credit and units granted at Norco College may differ from course credit and units granted by another college or transfer institution.**

## MILITARY CREDIT

Two physical education units are awarded upon presentation of DD214, NOBE, or ID card for active military. Military tech schools are evaluated based on the recommendation of the ACE Guide. No credit is granted for MOS's, correspondence courses, internships or military specific courses. A maximum of 15 units may be awarded (two of which is the PE credit). CCAF, SMARTS, AARTS transcripts, DD214, and Certificates of Completion are used to evaluate military credit. No more than 30 units may be granted for CLEP, military training, AP, or credit by exam.

Three units will be awarded towards CSU General Education area E certification for military veterans who submit a DD214 or other appropriate military transcript as evidence of completion of basic training.



CLEP EXAM	GE RCCD	Credit (Units) Granted	Minimum CLEP SCORE	Semester Credits Toward CSU-GE Breadth Certification	CSU American Institutions and/or GE Breadth Area
American Government	Political Science 1	3	50	3	D8
American Literature	English Literature Elective	3	50	3	C2
Biology	Biology 10 (no lab)	3	50	3	B2
Calculus	Math 1A	4	50	3	B4
Chemistry	Chemistry 10 (no lab)	3	50	3	B1
College Algebra	Math 11	4	50	3	B4
College Composition	English 1A and Elective	4 + 4	50	0	N/A
College Composition Modular	None	0	50	0	N/A
College Mathematics	Math 25 and Elective	3 + 3	50	0	N/A
English Literature	English Literature Elective	3	50	3	C2
Financial Accounting	None	0	50	0	N/A
French Language Level I	French 1 and French 2	5 + 5	50	0	N/A
French Language Level II	French 1, French 2, French 3 and French 4	5+5+5+5	59	3	C2
German Language Level I	German 1 and German 2	5 + 5	50	0	N/A
German Language Level II	German 1, German 2, and German 3	5+5+5	60	3	C2
History of the United States I: Early Colonization to 1877	History 6	3	50	3	D6 + US-1
History of the United States II: 1865 to the Present	History 7	3	50	3	D6 + US-1
Human Growth and Development	None	0	50	3	E
Humanities	Humanities Elective	3	50	3	C2
Information Systems and Computer Applications	CIS 1A	3	50	0	N/A
Introduction to Educational Psychology	None	3	50	0	N/A
Introductory Business Law	Business Elective	3	50	0	N/A
Introductory Psychology	None	0	50	3	D9
Introductory Sociology	Sociology 1	3	50	3	D0
Natural Sciences	Life Science and Physical Science Elective	3 + 3	50	3	B1 or B2
Precalculus	None	0	50	3	B4
Principles of Macroeconomics	Economics 7	3	50	3	D2
Principles of Management	Management 44	3	50	0	N/A
Principles of Marketing	Marketing 20	3	50	0	N/A
Principles of Microeconomics	Economics 8	3	50	3	D2
Social Sciences and History	Social Sciences and History (does not meet American History and Institutions requirements)	3 + 3	50	0	N/A
Spanish Language I	Spanish 1 and Spanish 2	5 + 5	50	0	N/A
Spanish Language II	Spanish 1, Spanish 2, Spanish 3 and Spanish 4	5+5+5+5	63	3	C2
Western Civilization I: Ancient Near East to 1648	History 4	3	50	3	C2 or D6
Western Civilization II: 1648 to the Present	History 5	3	50	3	D6