

COURSE INFORMATION KEYS

Course Scheduling

Information regarding the days, hours, instructors, and rooms in which classes will be held in each semester and summer session is contained in the Class Schedule prior to the start of each term. The information is available online at www.sjcc.edu (<http://www.sjcc.edu>) and in Colleague Self-Service.

Registration

To receive credit, students must register in a course within the officially designated time. Auditing (attending classes without being officially registered) is not permitted. All students must be registered and all fees paid prior to attending any classes.

Semester Units

All courses in this Catalog are described in semester units.

Course Description Annotations

The courses in this Catalog have been annotated with codes to identify the grading options, transfer status to baccalaureate-degree institutions, and degree applicability. The following information explains how to interpret these codes.

Grading

The grading option for a course is indicated as follows:

L	Letter Grade Only
K	Mandatory Pass/No Pass
O	Optional Pass/No Pass
N	Non-Graded

Degree Applicable

Degree applicability is indicated as follows:

AA	Applies to an Associate in Arts Degree
AS	Applies to an Associate in Science Degree
NAA	Offered in credit mode but does not apply to an AA or AS Degree or ADTs
AA-T and AS-T	Associate Degrees for Transfer
NC	Non-credit course
District GE	Meets criteria for District General Education
Cal-GETC	Meets criteria for Cal-GETC (applicable to both CSU and UC system)

Transfer Status

Transfer credit is indicated as follows:

CSU	Course is accepted by the CSU and will be on Baccalaureate list
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UC

Course is accepted and approved by the University of California System

Course Sequence: Capital letters following the course number (e.g., A, B) indicate that the courses typically follow a sequence over two or more semesters. The A semester must be completed before the B semester, and C, if applicable. Be sure to review the course description for any prerequisites or additional requirements.

Course Prefix, Number, and Title: Courses are identified by a course prefix, number, and title (e.g. STAT C1000 Introduction to Statistics).

Course Description: A brief statement outlines the course's scope, purpose, and any additional relevant information.

Units: Indicates the number of units awarded upon successful completion of the course or courses in a sequence.

Grading: Specifies the grading options available for the course. For example, Grading: L means the course can only be taken for a letter grade. Courses may be offered during the day, evening, and/or weekend sessions, and their availability is subject to sufficient enrollment.

Course Repetition: A course may not be repeated for credit unless specified at the end of the course description. A counselor may require the student to obtain written consent from the instructor before allowing enrollment in a course for repeated credit.

Prerequisites and Corequisites

Definitions

"Prerequisite" means a condition of enrollment that a student is required to meet in order to demonstrate current readiness for enrollment in a course or educational program.

"Corequisite" means a condition of enrollment consisting of a course that a student is required to simultaneously take in order to enroll in another course.

Note: Prerequisites and Corequisites are listed under each course in the schedule of classes and catalog.

Prerequisite and Corequisite Challenge

A prerequisite or corequisite may be challenged for any of the following reasons:

1. The student has the knowledge or ability to succeed despite not meeting the prerequisite or corequisite
2. The prerequisite has not been made reasonably available to the student
3. The prerequisite has not been established in accordance with the District's process for establishing prerequisites or corequisites
4. The prerequisite or corequisite is discriminatory or applied in a discriminatory manner
5. The prerequisite was established in violation of Title 5

Verification of Equivalency

If the student believes that he/she has completed the prerequisite(s) or corequisite(s) for this course as listed in the schedule of classes or catalog based on previous coursework at another institution, he/she should have transcripts or other evidence of meeting the course prerequisite.

Challenge Process

If a student believes that they have completed the prerequisite(s) or corequisite(s) for a course as listed in the schedule of classes or catalog based on previous coursework or personal experience, the student may do the following:

- Complete the Prerequisite Clearance Form found on the Counseling webpage. Students must upload transcripts or other evidence of meeting the course prerequisite.
 - Note: Current or in-progress classes at another institution may not be considered to approve clearance of the prerequisite. Counselors will review the documentation and will email the student as to whether the prerequisite was cleared.
- If a counselor is unable to clear the prerequisite based on the documentation submitted, the student will be contacted and potentially sent a Prerequisite Challenge form that must be completed and forwarded to the division of instruction for further review.
- The division assistant will notify the student and counselor if the prerequisite challenge was approved. Upon clearance by a counselor, the student will be able to register for the class.

The College will attempt to provide a final response to the prerequisite challenge within 5 working days.

Advisories on Recommended Preparation (Advisory Levels)

Definition

"Advisory on recommended preparation" means a condition of enrollment that a student is advised, but not required to meet before, or in conjunction with, enrollment in a course or educational program.

Advisory Levels are typically met through the completion of reading, writing, or math courses listed in the schedule of classes and catalog. Although these levels are advisory rather than mandatory, students are strongly encouraged to adhere to them and to follow the advice of their counselors related to the advisory levels.

Location

Advisory Levels are listed under each course in the schedule of classes and catalog.

Advisory Reading Levels

Advisory Read Level 1: Having the ability to find stated and implied main ideas in simple passages; identify important details; understand the use of new vocabulary in textbook reading passages, utilize textbook reading strategies, and understand what it means to read critically.

Course	Title	Credits
ESL 313	Introduction to College Reading	3

Lists of courses that will provide students this skill level:
with a "P" grade required in all of these courses, or placement based on assessment

Advisory Read Level 2: Having the ability to find the stated and main idea in simple and complex passages; summarize information; sequence information in complicated texts, engage in inferential analysis of college reading materials; use study techniques for college textbooks; and use note-taking systems.

Course	Title	Credits
ESL 302	Introduction to College Reading and Writing	6

List of courses that will provide students this skill level:
with a "P" grade required in all of these courses, or placement based on assessment

Advisory Read Level 3: Having the ability to identify the thesis statement in college materials; understand and identify main ideas and supporting details; recognize and identify organizational patterns; make complex inferences; summarize and paraphrase information; separate fact from opinion; recognize connotation and denotation; detect bias; recognize errors in reasoning; use a college level vocabulary; use rate flexibility in reading a wide range of college materials; and to use range of other college level reading skills.

Course	Title	Credits
READ 101	Analytical Reading	4
ESL 091	College Reading and Writing 2	6

List of courses that will provide students this skill level:
with a "C" or "P" grade required in all of these courses, or placement based on assessment

Advisory Read Level 4:

Course	Title	Credits
ENGL C1000	Academic Reading and Writing	3

List of courses that will provide students this skill level:

Advisory Writing Levels

Advisory Write Level 2: Having the ability to develop paragraph, short multi-paragraph compositions, and written summaries; use of basic rules of Standard English.

Course	Title	Credits
ESL 302	Introduction to College Reading and Writing	6

List of courses that will provide students this skill level:
with a "P" grade required in all of these courses, or placement based on assessment

Advisory Write Level 3: Having the ability to write a well-organized five-paragraph essay; use rhetorical modes and methods of organization; write paragraphs with unity and coherence; and use the basic mechanical skills and syntactical arrangements in writing paragraphs.

Course	Title	Credits
ENGL 092	Essay Development	4
ESL 091	College Reading and Writing 2	6

List of courses that will provide students this skill level:
with a "C" or "P" grade required in all of these courses, or placement based on assessment

Advisory Write Level 4: Having the ability to write a well-organized paragraph essay in support of a clearly stated thesis; apply an analytical understanding of college level text; use basic research skills; apply critical thinking skills; and recognize audience, purpose and tone.

Course	Title	Credits
ENGL C1000	Academic Reading and Writing	3

List of courses that will provide students this skill level:

Advisory Math Levels

Math levels are advisory only for courses outside of the math discipline.

Advisory Math Level 2: Algebra I skills

Course	Title	Credits
	Completion of Elementary Algebra or equivalent with a "C" grade or higher.	

Advisory Math Level 3: Intermediate Algebra

Course	Title	Credits
	Completion of Intermediate Algebra or equivalent with a "C" grade or higher.	

Advisory Math Level 4: Advanced Algebra and Trigonometry (sometimes called Pre-calculus)

Course	Title	Credits
	List of courses that will provide students this skill level:	
MATH 025	Precalculus Algebra and Trigonometry	6
MATH 021 & MATH 022	Precalculus Algebra and Trigonometry	7
	all with "C" grades or higher	

Advisory Math Level 5: First semester Calculus

Course	Title	Credits
	List of courses that will provide students this skill level:	
MATH 071	Calculus I With Analytic Geometry (with a "C" grade or higher)	5

Advisory Math Level 6: Second semester Calculus

Course	Title	Credits
	List of courses that will provide students this skill level:	
MATH 072	Calculus II with Analytic Geometry (with a "C" grade or higher)	5

Advisory Math Level 7: Multivariable Calculus or Differential Equations or Linear Algebra

Course	Title	Credits
	List of courses that will provide students this skill level:	
MATH 073	Multivariable Calculus	5
MATH 078	Differential Equations	4
MATH 079	Linear Algebra	3
	all with a "C" grade or higher	

Open Curriculum

Open Curriculum classes have no course prerequisites of any kind. However, some courses such as READ 350 (<https://sjcc-preview.courseleaf.com/search/?P=READ%20350>) may require that placement test results be on file prior to the first day of class. Classes such as this with an additional requirement are marked with an * after the words "open curriculum."