

Contents

Ability to Benefit test	8	Hollister Classes	fall: 48-49, summer: 115
Adding Courses	5	Indiana University	134
Administrators	1	Instructional Support and Labs	31
Advanced Placement (AP)	23	Late Afternoon Courses	42
Advisories	26	Late Start - Short Term Courses	43
Articulation Agreements	14, 23	Learning Communities	76, 79, 80
Assessment	11	Library	31
Assist	21	Maps	inside back cover
ASB - Associated Student Body	7-8	Matriculation	11
Attendance	26	Mediation Services	29
Board of Trustees	1	MESA	30
Bookstore	53	Morgan Hill Classes	fall: 46-47, summer: 115
California Articulation Numbers (CAN)	21	New Classes	51
CalWORKs	29 (en español, 33)	Noncredit Program	fall: 37-39, summer: 112-113
Campus Safety	26	Online Classes	fall: 40, summer: 114
CARE	29	Orientation	11
Career/Transfer Resource Center	13	Parking	6,28, inside back cover
Child Development Center/Preschool	29, 77	Policies and Procedures	27-28
CMAP (Community Media Access Partnership)	39	Prerequisites and Co-requisites	26
Codes; Major & Occupational	center pages	Problem Resolution Process (Grievance Process)	28
College for Youth	117	Puente Project	30, 85
Community Education	117	Reading Lab	31
Computer Place	31	Refunds	6
Counseling Services	12	Register by Phone - GavNOW	136
Course Repetition	26	Report to the Community	16-19
Credit/No Credit, Letter Grade Option	26	Residency	see fees
Disability Resource Center	29	Rho Alpha Mu	81
Dropping Courses	5	ROP Courses	44-45
English Skills, Vocational	27	SBDC - Small Business Development Center	87
ESL (Inglés como Segunda Lengua)	32	South Bay Regional Public Training Consortium	89
ESL Lab	31	Student Identification/Discount Card	7
Evening Courses	42	Student Services	29-30
Extended Opportunity Programs and Services (EOPS)	30	Summer Bridge Program	113
STAR Program	127	Summer Session:	
Fall Semester:		Classes	116-130
Classes	50-108	Calendar	110
Calendar	inside front cover	Registration	111-112
Registration	5	Telecourses; Gavilan College, SJSU	fall: 41, summer: 114
Fees fall:	6-7, summer: 111	Telephone Numbers	3
Final Exam Schedule	109	Transcripts	26
Financial Aid	fall: 7, in Spanish: 34	Transfer	20-25
First-Year Experience	31, 80, 133	Agreements	21
Footnotes	fall: 109, summer: 130	Articulation Agreements	23
Forms	center pages	Credit	20
Application for Admission, Educational Support Services for Students with Disabilities, High School Contract		CSU (Breadth)	25
GavTV	107	IGETC	23-24
General Education Requirements	22	Services	20
Grade Policy	27	Transfer Institute	30, application: 131-132
Graduation Requirements	22	TRIO Program	30, Summer Bridge: 113
Health Services	30	Tutoring Center	31
High School Students	12-15	Veterans' Affairs Benefits	30
High Step Program (High School Transfer Enrichment Program)	14	Weekend Courses	42
		Writing Center	31
		Work Experience	107

Schedule Development Team

Mimi Arvizu, Jan Bernstein Chargin, Sherrean Carr, Katie Day, Bonnie Donovan, Natalie Juarez, Fran Lopez, Fran Lozano, Terri Newman, Jesus Olivas, Joy Parker, Rachel Perez, John Pruitt, Dave Phillips, Celia Ramirez, Cindy Starr

Cover by: Tom Chargin

Photos by: Kimgerly Adams, Jan Bernstein Chargin, Cindy Starr

Printed by: Casey Printing

ACCURACY STATEMENT: The Gavilan Joint Community College District and Gavilan College have made every reasonable effort to ensure that the 2006 Summer/Fall Class Schedule is accurate. Courses and programs that are offered, along with other information in the schedule, are subject to change without notice by the Gavilan College administration for reasons related to student enrollment, level of financial support, or for any other reason, at the discretion of the district and the college. The district and college further reserve the right to add to, amend, or repeal any of its rules, regulations, policies, and procedures, consistent with applicable laws.

Degrees Currently Offered by Gavilan College

Associate of Arts

Administration of Justice
Art
Business
Child Development
Fine Arts
Humanities
Humanities & Social Science
Interpersonal Communications
Language Arts
Liberal Arts
Media Arts
Music
Physical Education
Social Science
Spanish
Theatre Arts

Associate of Science

Aviation Maintenance
Technology
Biological Science
Business:
Economics Option
Computer Graphics & Design
Computer Science and
Information Systems
Cosmetology
Digital Media
Engineering & Physical Science
Health Science
Mathematics
Nursing (LVN/RN)



Welcome to Gavilan College!

If you want to get ahead, Gavilan College is a great place to start. This semester we are offering our first class in the Biotechnology discipline, a growing field in the California economy. Biotechnology careers will include laboratory technicians, researchers, research assistants, and many other options.

We are also offering another foreign language -- French-- due to the many students who have expressed an interest in additional language study options.

If you plan to continue on to a university, Gavilan College provides you the opportunity to explore different disciplines while completing your general education requirements. Classes are small and our outstanding instructors are dedicated to undergraduate teaching. At \$26 per unit, there's no better value.

We hear often from students who have attended other colleges, many of whom transfer back to Gavilan after a year away, and they tell us how much they appreciate the friendliness, closeness, and personal support available at "Gav". Without commuting, you may even have time for clubs, sports, theater, music or leadership.

There's no need to travel to have a first-class college experience or to take the first steps towards advanced degrees, exciting careers, and professional credentials. Gavilan College is here for you.

Sincerely,

Steven M. Kinsella, D.B.A., C.P.A.
Superintendent/President



Gavilan Joint Community
College District

Board of Trustees

Tom Breen, San Benito County
B.S., J.D., Santa Clara University

Kent Child, San Benito County
A.A., College of San Mateo;
B.A., M.A., San Jose State University

Mark Dover, Gilroy
B.S., M.A., San Jose State University

Laura Perry, Esq., Morgan Hill
A.A., Gavilan College,
B.S., San Jose State University;
J.D., Santa Clara University

Elvira Robinson, Esq., San Benito County
B.A., J.D., Santa Clara University

Deb Smith, Gilroy
B.S., University of Phoenix

Leonard Washington, Morgan Hill
B.A., Texas Southern University,
M.A., Santa Clara University

Jesse Sandow, Student Trustee

Administrators

Steven M. Kinsella, D.B.A., C.P.A., Superintendent/President

Vacant, Vice President of Instruction

Joseph Keeler, C.P.A., Vice President of Administrative Services

John Pruitt, Vice President of Student Services (Interim)

Fran Lozano, Dean of Liberal Arts and Sciences

Sherrean Carr, Dean of Technical and Public Services

Ron Hannon, Director of Physical Education & Athletics

Rich Gillis, Associate Dean of Business Development

Fran Lopez, Associate Dean of the Disability Resource Center

Rachel Perez, Associate Dean of Community Development/Grants Management

Anne Ratto, Associate Dean of EOPS/CalWORKS and CARE

GAVILAN COLLEGE SATELLITE LOCATIONS:

Morgan Hill Community and Cultural Center

17060 Monterey Road
Morgan Hill, CA 95037
408-782-2873

Hollister, Briggs Bldg.

365 Fourth St.
Hollister, CA 95023
831-636-3783

Hollister Airport

490 Skyclane Drive
Hollister, 95023
(831) 637-1151

Telephone Numbers

Main Campus	408-848-4800	Foundation/Fundraising	408-846-4936
from Hollister, call toll free637-1158	GavTV, Channel 18	408-848-4764
Morgan Hill Site	408-782-2873	The Gavilan Press	408-848-4837
Hollister Site, Briggs Building	831-636-3783	to fax news events	408-848-4827
Campus Security (non-emergency)	408-848-4703	Health Services	408-848-4791
Emergency: <u>First</u> : Dial '911' (On campus, dial '8' first.)		Human Resources	408 848 4755
<u>Second</u> : Dial '10' for campus emergency support.		Instructional Services, Vice President's Office	408-848-4761
From campus pay phone: Dial 408-710-7490		International Students	408-848-4754
Cell phone: 408-710-7490		Liberal Arts & Sciences	408-848-4701
<hr/>		Library	408-848-4810
Admissions & Records	408-848-4735 or 846-4954	Reference desk	408-848-4806
ASB Advisor	408-848-4898	Math Lab	408-846-4959
ASB Office	408-848-4777	Matriculation Coordinator	408-848-4732
Assessment Office	408-846-4992	MESA - Math, Engineering, Science Achievement	408-848-4887
Athletics/Physical Education	408-848-4876	Noncredit Program (Community Development)	408-848-4859
Aviation	831-637-1151	Placement/Assessment Testing	408-846-4992
Bookstore	408-848-4742	Sign up	408-846-4954
Business Skills Center	408-848-4786	Online/Telecourses	408 848-4885
CalWORKs	408-848-4813	Outreach & Recruitment/Tours	408-846-4993
CARE - Cooperative Agencies Resources for Education	408-848-4790	President's Office	408-848-4711
Career/Transfer Resource Center	408-848-4818	Public Information Office	408-848-4724
Cashier	408-848-4714	Puente Program	408-848-4807
Child Development Center	408-848-4815	Reading Lab	408-846-4980
CMAP - Community Media Access Partnership	408-846-4983	Registration by Phone (GavNOW)	408-846-3729
Community Education	408-847-2514	R.O.P. - Regional Occupational Programs	408-848-4816
Computer Place	408-848-4729	Small Business Development Center	408-847-0373
Contract Education	408-847-2514	Student Services, Dean's Office	408-848-4732
Cooperative Work Experience	408-846-4993	Student Services, Vice President's Office	408-848-4738
Cosmetology Appointment line	408-842-5055	Teach for Tomorrow	408-848-4805
Counseling Office	408-848-4723	Technical and Public Services	408-848-4719
DRC - Disability Resource Center	408-848-4767	Telephone Registration (GavNOW)	408-846-3729
Discrimination-Harassment Complaints	408-848-4715	Theatre Arts Box Office	408-846-4973
Distance Education Coordinator	408 848-4885	Transfer (Career/Transfer Resource Center)	408-848-4818
EOPS - Extended Opportunity Programs & Services	408-848-4740	TRIO Student Support Services	408-846-4981
ESL Computer Lab	408-848-4856	TTY (for Deaf or Hard of Hearing)	408-846-4924
Evening Office	408-848-4276	Tutoring Center	408-848-4838
Financial Aid	408-848-4727	Veterans' Counselor	408-848-4723
First Year Experience	408-848-4723	Veterans' Services	408-848-4734
		Writing Center	408-848-4811

**save gas!
save time!
save energy!**

Take 12 units of transferable General Education classes at the Morgan Hill and Hollister sites in the fall.

For a list of courses offered, see pages 46 and 48.

El Proceso de Registración para el Programa de ESL

Consulte la página 32.



Add classes online!

ask during Registration!

WHO MAY ATTEND GAVILAN COLLEGE?

Anyone who is a high school graduate or has passed the California High School Proficiency Exam or GED or is 18 years of age or older may attend Gavilan College. Students younger than 18 who are currently enrolled in high school may co-enroll at Gavilan College using a Special Student Status Contract form available in the local high school counseling offices or the Gavilan College Admissions & Records Office.

A contract is included in this Class Schedule (see center pages).

Things to consider **BEFORE** registering

- ◆ Are you a first time student planning to transfer?
- ◆ Are you a first time student planning to obtain an AA/AS degree?
- ◆ Are you undecided?
- ◆ Are you a high school contract student?
- ◆ Are you an academic probation student or in a "disqualified" status?
- ◆ Are you an international student?
- ◆ Are you taking over 17 units (spring/fall) or over 5 units (summer)?
- ◆ Have you completed prerequisite courses at another college?
- ◆ Does your class have a prerequisite that was not successfully completed at Gavilan?

If you answered yes to any of the above questions...

THEN YOU NEED TO SEE A COUNSELOR

Counseling Office: 408-848-4723

EOPS
MAKING DREAMS REALITY

Extended Opportunity Programs & Services

Provides an accessible and rewarding college experience to low-income students facing social, economic and educational disadvantages.

You may be eligible for the following services:

- * Grant Money
- * Priority Registration
- * Counseling
- * Book Vouchers
- * Book Lending Library and many other services

408-848-4740
Rms. L101A & L101B

NEW STUDENTS

Registration Checklist

Application - File with the Admissions and Records Office or Morgan Hill or Hollister sites at least 48 hours prior to registering.

Placement and Orientation - Sign up on the main campus or at the sites for an assessment in math and English. Complete an online orientation. (Go to www.gavilan.edu and click on the Assessment and Orientation link.)

If you have attended another college and completed math and English courses within the past two years, you do not need Gavilan's placement assessment unless you wish to take it or it is required by your major. Submit placement test scores from other colleges to a counselor for evaluation.

Gavilan's placement assessment results become part of a student's record approximately 24 hours after completion of the assessment. Those students who agree with and understand the English and math course placement do not need to see a counselor to enroll in those courses.

Transcripts - Request a transcript from your high school if you graduated within the past five years and have not attended any college. Also request a college transcript from any previous colleges you have attended. Bring or send official copies to the Admissions and Records Office or the sites.

Counseling - See a counselor if you are:


- enrolling for more than 17 units or
- an international student or
- a high school contract student or
- need some help to interpret your placement assessment results in order to enroll for a course with a prerequisite. Assessment results are part of our prerequisite database and you do not need to see a counselor if you agree with your placement.

Register - Fill out a registration card and register in the Admissions and Records Office or at the Morgan Hill or Hollister sites or enroll by telephone at 408-846-3729 (GavNOW).

Pay Fees - Make check payable to Gavilan College. Visa, MasterCard and cash are accepted. Parking permits and student ID cards may be purchased at this time. If you are eligible for a BOG waiver (see financial aid information on page 7), your enrollment fees will be covered. All students (except concurrently enrolled high school students) are required to pay the \$1 Student Representation Fee and the Campus Center Use Fee (\$1 - \$5). Check the fee schedule before registering. Registration cannot be processed without payment. Registrations will not be processed for students who have "holds" on their records. If registering by phone, fees must be paid within five (5) days.

FALL 2006 REGISTRATION

High School students: Please refer to the registration checklist for concurrently enrolled high school students is on page 13.



REGISTER
BY PHONE
See page 136.

REGISTRATION SCHEDULE

• CONTINUING STUDENTS

May 1 - August 30

• TRANSFER INSTITUTE

May 11 - August 30

• NEW, RETURNING & HIGH SCHOOL CONTRACT STUDENTS

May 15 - August 30

• LATE REGISTRATION

New, Continuing, Returning or High School Students
September 5-8: in person
September 5-10: by phone (GavNOW)
Add codes accepted until September 10 at 10:00 pm
Semester begins September 5. Add codes required for all closed (full) classes.

• REGISTRATION FOR OPEN ENTRY AND LATE-START CLASSES

Consult the "Short-term Courses & Late Start Course List" on page 43. Students must be registered before the first day of a late-start course.

ADD CODES

Students may add courses during the first four days of the semester provided there is space available. Add codes must be obtained from the instructor for any closed (full) class a student wishes to add. Add codes obtained during these four days of late registration will be accepted for in-person registration until 4:30 on Friday, September 8 and until Sunday, September 10 at 10:00 pm on phone registration.

A "new" student is any student who has not previously attended Gavilan College. New students must have an application on file 48 hours prior to registering.

A "continuing" student is any student who was enrolled in the previous semester. A continuing student who misses priority registration may register with new & returning students or during late registration.

A "returning" student is a student who has been absent from Gavilan College for a semester or more.

A "high school contract" student is a student currently enrolled in grades 9-12.

REGISTER IN PERSON

MAIN CAMPUS

- Through August 25: Monday - Thursday, 8 am - 5 pm, Friday, 9 am - 11:30 am
- August 28, 29, 30: Monday - Wednesday, 8 am - 7 pm
- August 31: Thursday, No In-Person Registration (College Closed for Staff Development Day)
- September 1: Friday, No In-Person Registration
- September 4: Monday, No In-Person Registration (College Closed for Labor Day Holiday)
- September 5, 6, 7: Tuesday - Thursday, 8 am - 7 pm
- September 8: Friday, 9 am - 4:30 pm

MORGAN HILL AND HOLLISTER SITES

- Through July 28: Monday - Thursday, 8 am - 2 pm and 6 pm - 8 pm, Friday, Closed
- July 31 - August 18: Monday - Thursday, 8 am - 12 pm and 1 - 5 pm, Friday, Closed
- August 21 - 25: Monday - Thursday, 8 am - 2 pm and 6 - 8 pm, Friday, 8 am - 12 pm and 1 pm - 5 pm
- August 28, 29, 30: Monday - Wednesday, 8 am - 2 pm and 6 pm - 8 pm
- August 31: Thursday, No In-Person Registration (College Closed for Staff Development Day)
- September 1: Friday, No In-Person Registration
- September 4: Monday, No In-Person Registration (College Closed for Labor Day Holiday)
- September 5, 6, 7: Tuesday - Thursday, 8 am - 2 pm and 6 pm - 8 pm
- September 8: Friday, 8 am - 12 pm and 1 pm - 5 pm

REGISTER BY PHONE

Call GavNOW at 408-846-3729

See step-by-step instructions on page 136.

- May 1 - Sept. 10: Mon - Fri, 9 a.m. - 10 p.m.

New and returning students must file an application 48 hours prior to registering by phone. No application necessary for students who were enrolled the preceding semester.

Pay by credit card (MasterCard or Visa) or mail your check within 5 days to: Cashier, Business Office, Gavilan College, 5055 Santa Teresa Blvd., Gilroy, CA 95020.

Helpline available Mon - Thurs, 8 am - 5 pm and Fri, 9 am - 5 pm @ 408-848-4733.

Adding and Dropping Courses

Students may add and/or drop courses by calling GavNOW at 408-846-3729 or in-person by completing a Change-of-Program (pink card).

Add codes obtained from an instructor during late registration for closed (full) will be accepted for in-person until 4:30 pm on Friday, September 8 or phone registration through Sunday, September 10.

A student who stops attending and does not officially drop is not automatically dropped from a course and may receive a final grade of "F." If a refund is desired, a Refund Form must be submitted to Admissions and Records before the deadline. No refunds are issued for courses dropped after the deadline.

FEES

BASIC FEES

Per unit fee (California resident)	\$26
Per unit fee (non-resident)	\$200
Health Fee: fall/spring	\$14
summer.	\$5
Campus Center Use Fee (fall & spring only): \$1 per unit to a maximum of \$5	
This fee is not required of students whose entire course load is held off campus.	
Student Representation Fee	\$1
Student Identification Card Fee (per semester).	\$6

Parking Permits

Required only on the Gilroy campus Monday-Friday

Day Permit (7 a.m. - 10 p.m.)	\$40
Day Permit with TANF/AFDC/SSI or Financial Aid.	\$20
Evening Permit (3 p.m. - 10 p.m.)	\$20
Summer	\$20

One-day permits may be purchased from the coin-operated machines located in parking lots A, E and at the south entrance to campus for 75 cents. (exact change required)

Refunds

Students must drop no later than 5 p.m. on Monday, September 18 and file a Request for Refund form no later than October 2, 2006. Short-term courses must be dropped before 10% of the course meetings have passed. For one- or two-day courses, this date will occur before the start of the course.

Fees, minus a \$10 processing fee, will be refunded when semester-long courses are officially dropped by the refund date. Refunds are not automatic, even when a class is cancelled.

Student Health Fees

Gavilan College is required to maintain health services and accident insurance for all registered students. The \$14 health fee covers students for any injuries or accidents that may occur on campus.

Student Representation Fee

The Student Representation Fee is a \$1 per semester fee that students approved through a student body election. The student government (ASB) oversees and uses the fees to lobby and advocate for student issues and concerns at the state level. It also supports opportunities for students to attend leadership conferences on issues related to advocacy. Those students who do not wish to support these activities may request a refund directly from the ASB.

Fee Status for Alien Residents

Undocumented aliens will be charged out-of-state tuition and fees unless eligible for resident tuition under AB540. See page 7 for details. Foreign students holding "F" visas are prohibited by federal law from establishing residency and will be assessed non-resident fees.

Fall 2006 Fee Schedule

TOTALS INCLUDE: \$26 per unit Enrollment Fee, \$14 Health Fee (\$5 Summer Health Fee), \$1 per unit Campus Center Use Fee (maximum of \$5), \$6 Student Identification/Discount Card and \$1 Student Representation Fee.

<u>Number of Units</u>	<u>California Resident</u>	<u>Non Resident Out-of-State</u>	<u>Number of Units</u>	<u>California Resident</u>	<u>Non Resident Out-of-State</u>
0.5	34.50	121.50	9.5	273.00	1926.00
1.0	48.00	222.00	10.0	286.00	2026.00
1.5	61.50	322.50	10.5	299.00	2126.00
2.0	75.00	423.00	11.0	312.00	2226.00
2.5	88.50	523.50	11.5	325.00	2326.00
3.0	102.00	624.00	12.0	338.00	2426.00
3.5	115.50	724.50	12.5	351.00	2526.00
4.0	129.00	825.00	13.0	364.00	2626.00
4.5	142.50	925.50	13.5	377.00	2726.00
5.0	156.00	1026.00	14.0	390.00	2826.00
5.5	169.00	1127.00	14.5	403.00	2926.00
6.0	182.00	1226.00	15.0	416.00	3026.00
6.5	195.00	1326.00	15.5	429.00	3126.00
7.0	208.00	1426.00	16.0	442.00	3226.00
7.5	221.00	1526.00	16.5	455.00	3326.00
8.0	234.00	1626.00	17.0	468.00	3426.00
8.5	247.00	1726.00	17.5	481.00	3526.00
9.0	260.00	1826.00	18.0	494.00	3626.00

Courses with additional Materials Fees

Fees payable at Registration

<u>COURSE</u>	<u>DESCRIPTION</u>	<u>FEE</u>
AH 32	BASIC CARDIAC LIFE SUPPORT	12.00
AH 43	INTERACTIVE & MENTAL HEALTH NURSING	100.00
AH 61	MEDICAL-SURGICAL NURSING	100.00
AH 63	MEDICAL-SURGICAL/MATERNAL-NEONATAL NURSING	100.00
CD 160	CHILD CARE FIRST AID & CPR	10.00
GUID 1	SELF ASSESSMENT	12.00
PSYC 5	SELF ASSESSMENT	12.00
HUM 4	INTRO AMER CINEMA	22.00

Fees payable to instructor or additional materials required

<u>COURSE</u>	<u>DESCRIPTION</u>	<u>FEE</u>
COS 200	BEGINNING COSMETOLOGY cosmetology kit	\$500 (approx.)
COS 201	INTERMEDIATE COSMETOLOGY manikin, pedicure kit and uniform	\$250 (approx.)
COS 202-203	ADV COS - PRACTICUM manikin, uniform and books	\$300 (approx.)
HUM 4	INTRO AMER CINEMA	\$25.00
MATH 404A-G	SELF-PACED BASIC MATH	\$60
PE 17	GOLF facility use fee - details at first meeting	\$TBA
PE 20	BOWLING	\$1.25 per session
PE 39	FENCING	\$1.00 (payable to instructor)

Student Identification/Discount Card

The purchase of the Student ID/Discount Card benefits both the individual student and the college at large. The fees are budgeted by the Associated Student Body to develop and support campus activities, educational programs, speakers, and cultural events. Cardholders also receive numerous on and off campus benefits including:

- Free admissions to college athletic events
- Community wide discounts such as reduced movie admissions, restaurant discounts, gym discounts, etc.
- Free bluebooks and scantrons in the college bookstore

Students who do not wish to purchase the ID/Discount Card must decline the card in writing. Forms for requesting a waiver of this fee are available from the Admissions and Records Office, the Financial Aid Office, the Morgan Hill and Hollister sites, the ASB Office, and the ASB Advisor's office (located in the Counseling Department). These forms must be turned in at the time of registration. Requests for refunds must be processed through the ASB Advisor.

Resident Enrollment Fees for Non-Immigrant Students (AB540)

AB540, as required by California law, provides an exemption from payment of non-resident tuition for non-immigrant students. To be eligible, a student must have attended a California high school for three full years and have graduated from a California high school or have received the equivalent of a California diploma (GED, CHESPE). The exemption does not grant residency status and the qualifying student may not be eligible for state aid programs such as BOG or EOPS or federal financial aid. The student must sign an affidavit affirming that he or she has filed or will file an application with INS to legalize his or her immigration status as soon as he or she is eligible to do so. Contact the Admissions & Records Office for more information.



PAYING FOR COLLEGE

APPLYING FOR FINANCIAL AID

Financial assistance with college expenses is available for students of all incomes.

FINANCIAL AID OFFICE

Room SC 124 408-848-4727
 Open: Mon. - Thurs.: 8 a.m. - 5 p.m., Fri.: 8 a.m. - 3 p.m.
 Evening hours: Hours are extended during peak registration periods.
www.gavilan.edu/finaid/

Gavilan College participates in several financial aid programs that are designed to provide assistance to students with documented financial need. This aid is provided from several sources: federal, state and private agencies.

Financial Aid Eligibility

Financial aid applicants:

- Must demonstrate need according to the guidelines of each program
- Must be a U.S. citizen or eligible non-citizen
- Must be in good standing on a federal student loan or not owe a refund of student financial aid
- Must demonstrate eligibility to benefit from higher education
- Males must be registered with Selective Service
- Must maintain satisfactory academic progress.

Note: If you have been convicted of illegal drug use or sales you may be ineligible for some aid programs.

SATISFACTORY ACADEMIC PROGRESS (SAP) POLICY

The Gavilan College Financial Aid Office is required to measure your academic progress toward a Certificate, Associate, or Transfer Degree program. If you are not pursuing one of these programs, you are not eligible for financial aid. Your progress will be reviewed at least once per academic year.

If you are disqualified due to poor academic history, you must attend a SAP Policy Workshop. Stop by the Financial Aid Office to sign up for the SAP Policy Workshop.

Financial Aid Programs

FEE WAIVER:

Board of Governor's Fee Waiver/BOG Program – waives mandatory enrollment fees for eligible students. This fee waiver is for **California residents only**. The BOG application is included on pages 9-10 of this schedule.

FEDERAL AND STATE GRANTS:

- Federal Pell Grant
- Federal SEO Grant
- Federal Work Study Grant
- Cal Grant (B and C)
- Chafee Grant
- Child Development Grant
- EOPS Grant
- TRIO Grant
- CARE Grant

What Financial Aid Applications do I complete?

BOG Application: For CA residents who meet income guidelines. If eligible, your enrollment fees are waived for an entire year: summer 06, fall 06, and spring 07 terms. Complete the:

- 2006-07 BOG Application

FAFSA (Free Application for Federal Student Aid): Determines your eligibility for federal and state grants as well as the fee wavier if you do not meet BOG income guidelines and are a CA resident. The FAFSA can be completed through paper application or online at www.fafsa.ed.gov. Be sure to add the Gavilan school code of 001202 so that the Financial Aid Office can receive your processed FAFSA. Complete the:

- 2005-06 FAFSA: if you will attend summer '06 session
- 2006-07 FAFSA: if you will attend the fall '06, spring '07, &/or summer '07 terms

Cal Grant Application: For CA residents who meet various criteria, including income and GPA. The Cal Grant Application with a September 2nd, 2006 deadline determines your eligibility for Cal Grants A and B. Filing an 06-07 FAFSA is required for Cal Grant consideration.

Scholarship Applications: See the financial aid office for institutional scholarships and private scholarship information/materials.

Links to these applications are available online, through the Financial Aid Office webpage: www.gavilan.edu/finaid/

FEDERAL WORK-STUDY GRANT:

Provides the student with an opportunity to earn money while gaining valuable work experience and is awarded based on financial need.

SCHOLARSHIPS:

Scholarships are awarded on the basis of academic achievement and/or financial need. Eligibility varies and is set by the scholarship donor. Gavilan College Educational Foundation Scholarship application is due March 2nd. Other private scholarship applications are available in the Financial Aid Office with various deadlines throughout the school year. We recommend you inquire about scholarships several times per semester as new scholarships are announced throughout the academic year as they become available.

VETERAN AFFAIRS BENEFITS:

Gavilan College offers special assistance to student veterans and children of disabled veterans. Students having questions pertaining to eligibility, benefits, application procedures and other veteran matters should contact the Financial Aid Office at 408-848-4734.

SUBSIDIZED STAFFORD LOAN:

Gavilan College participates in the Federal Family Educational Loan Program. If you are interested in applying for a Subsidized Stafford Loan, complete the FAFSA & attend an Entrance Loan Counseling Session. Applications for the Subsidized Stafford Loan are distributed at Loan Counseling Sessions.

LOOK US UP ONLINE AT WWW.GAVILAN.EDU/FINAID/

Complete the FAFSA at www.fafsa.ed.gov

Online financial planning guide & budget counseling at www.edwise.org

Check your Stafford loan status at www.elmresources.com

Online loan counseling at www.edfund.org

Selective service verification of enrollment at www.sss.gov

ASB/ Clubs

- Ambassadors
- A.S.B.
- Gavilan Music
- Chi Sigma Lota
(Administration of Justice)
- Cosmetology
- E.O.P.S.
- Gavilan College Cheerleading
- Gavilan Music
- GavTV
- Health Promotion
- International
- Latina Leadership Network
- Literary Alliance/Friction
- MANO (Men's Academic Network
Organization)
- MESA (Math Engineering Science
Achievement)
- Multicultural Club (TRIO)
- Out Club
- Parent's Club
- Rambler/Student Newspaper
- Rho Alpha Mu
- TADAA/Theatre Arts
- Teach for Tomorrow



For more
information call
408-848-4777

Fall 2006

ENTRANCE LOAN COUNSELING SESSIONS

Sign up in advance in the Financial Aid Office (SC 124) or call 408-848-4727 for an appointment. Location will be given when you sign up.

08/23	11:00 -12:00 pm	09/19	2:00 - 3:00 pm	10/24	2:00 - 3:00 pm
08/30	11:00 -12:00 pm	09/27	11:00-12:00 pm	11/08	11:00-12:00 pm
09/05	2:00 - 3:00 pm	10/03	2:00 - 3:00 pm	11/21	2:00- 3:00 pm
09/13	11:00-12:00 pm	10/11	11:00 -12:00 pm	12/06	11:00-12:00 pm

Ability to Benefit

NEED FINANCIAL AID BUT HAVE NO HIGH SCHOOL DIPLOMA?

Federal regulations require students who do not have a high school diploma, General Educational Development (GED) certificate, or California High School Proficiency Exam (CHSPE) and who are applying for financial aid, to take an Ability to Benefit assessment. If you have a high school diploma (or equivalent) from another country you are exempt.

The Ability to Benefit ACT Asset schedule is listed below. To sign up for a session, call or come by the Financial Aid Office: 408-848-4727 (SC124).

ASSET Testing Schedule for Native English Speakers:

DAY	DATE	TIME	LOC
Friday	May 12	8-10	LS-104
Friday	June 16	8-10	Gilroy TBA
Friday	July 07	8-10	Gilroy TBA
Friday	July 07	10-12	Gilroy TBA
Friday	July 07	2-4	Gilroy TBA
Thursday	July 17	2-4	Gilroy TBA

Times and locations subject to change and additional times may be added. Confirm time and location with the Assessment Office in LS 114 - 408-846-4992 prior to testing date.

CELSA (Combined English Language Skills Assessment)

Students with limited English language skills that are enrolled in English as a Second Language (ESL) classes and do not have a high school diploma or GED and are applying for Financial Aid must take the CELSA assessment.

Call the Financial Aid Office (SC124) at 408-848-4727 for a referral. Then call the Assessment Office (LS114) at 408-846-4992 to schedule your appointment.

Dropped a class? \$

\$ Want a refund? \$

Gotta ask or it won't happen. (see page 6)

METHOD B

- 10. **DEPENDENT STUDENT:** How many persons are in your parent(s) household? (Include yourself, your parent(s), and anyone who lives with your parent(s) and receives more than 50% of their support from your parents, now and through June 30, 2006.) _____
- 11. **INDEPENDENT STUDENT:** How many persons are in your household? (Include yourself, your spouse, and anyone who lives with you and receives more than 50% of their support from you, now and through June 30, 2006.) _____
- 12. **2004 Income Information**

a. Adjusted Gross Income (If 2005 U.S. Income Tax Return was filed, enter the amount from Form 1040, line 34; 1040A, line 21; 1040EZ, line 4 or Telefile, line I).	DEPENDENT STUDENT: PARENT(S)/ RDP INCOME	INDEPENDENT STUDENT: STUDENT (& SPOUSE'S/ RDP) INCOME
b. All other income (Include ALL money earned in 2005 that is not included in line (a) above. Include TANF benefits, disability, Social Security, child support. Include Earned Income Credit (Form 1040 Line 65a, 1040A Line 41a or 1040EZ Line 8a) and Additional Child Tax Credit (Form 1040 Line 67 or 1040A Line 42) if applicable.	\$ _____	\$ _____
TOTAL Income for 2005 (Sum of a + b) _____	\$ _____	\$ _____

The Financial Aid Office will review your income and let you know if you qualify for a FEE WAIVER under Method B. If you do not qualify using this simple method, you should file a FAFSA.

SPECIAL CLASSIFICATIONS

- 13. Do you have certification from the California Department of Veterans Affairs or the National Guard Adjutant General that you are eligible for a dependent's fee waiver? Submit certification. Yes No
- 14. Are you eligible as a recipient of the Congressional Medal of Honor or as a child of a recipient, or a dependent of a victim of the September 11, 2001 terrorist attack? Submit documentation from the Department of Veterans Affairs or the CA Victim Compensation and Government Claims Board. Yes No
- 15. Are you eligible as a dependent of a deceased law enforcement/fire suppression personnel killed in the line of duty? Submit documentation from the public agency employer of record and income information. Yes No

If you answered "Yes" to question 13, 14, or 15, you are eligible for a FEE WAIVER. Sign the Certification at the end of this form.

CERTIFICATION FOR ALL APPLICANTS: READ THIS STATEMENT AND SIGN BELOW

I hereby swear or affirm, under penalty of perjury, that all information on this form is true and complete to the best of my knowledge. **If asked by an authorized official, I agree to provide proof of this information, which may include a copy of my and my spouse/registered domestic partner and/or my parent's/registered domestic partner's 2004 U.S. Income Tax Return(s).** I also realize that any false statement or failure to give proof when asked may be cause for the denial, reduction, withdrawal, and/or repayment of my waiver. I authorize release of information regarding this application between the college, the college district, and the Chancellor's Office of the California Community Colleges.

Applicant's Signature Date *Parent Signature (Dependent Students Only)* Date

FOR OFFICE USE ONLY

<input type="checkbox"/> BOGFW-A A1 <input type="checkbox"/> TANF/CalWORKs A2 <input type="checkbox"/> SSI/SSP A3 <input type="checkbox"/> GA	<input type="checkbox"/> BOGFW-B <input type="checkbox"/> BOGFW-C-Must attach: FAFSA Calculator Verification ISIR pg 1 w/EFC OR SAR w/Gavilan school code.	A4 <input type="checkbox"/> Special Classification <input type="checkbox"/> Veteran Dependent <input type="checkbox"/> National Guard Dep <input type="checkbox"/> Medal of Honor/or <input type="checkbox"/> 9/11 Dependent <input type="checkbox"/> Dep. of deceased law enforcement/fire personnel	RDP <input type="checkbox"/> Student <input type="checkbox"/> Parent	<input type="checkbox"/> Not eligible due to: <input type="checkbox"/> Non CA resident <input type="checkbox"/> FAFSA EFC exceeds student budget
--	--	--	--	--

Comments: _____

DID STUDENT COMPLETE 06-07 FAFSA: YES NO **COMMENTS:** _____

Certified by: _____ **Date:** _____ Forward to appropriate staff for database.

ENTERED IN "2006-07" BOG DATABASE" by: **Anabel: A-G:** _____ **Dena: H-M:** _____ **Nick: N-Z:** _____



Matriculation - What is that?

Matriculation is a series of services that Gavilan College commits to provide for you. The purpose is to help you identify your educational goals and successfully complete them.

These matriculation services include:

- a clear and accessible ADMISSIONS process
- ASSESSMENT of your academic skill level through placement testing and consideration of other related factors
- an online ORIENTATION to the College and the services we offer
- COUNSELING so you can complete your program in the quickest possible time with all the correct requirements
- FOLLOW-UP on your progress so you can both feel and be successful

The above is our commitment to you. Your part of the partnership is to:

- identify and declare an educational goal and major
- meet with a counselor to develop and update your educational plan so you can stay on track
- seek out services on campus that will support you and help you stay in school
- make progress towards your goal

Exemptions

Sometimes a student does not want to take advantage of the matriculation services. That is a right you have. In order to be exempt from assessment and orientation you:

- must have an AA degree or higher
- must have accumulated fewer than 12 units in transfer courses
- must be presently enrolled in fewer than six units
- must not plan to earn a certificate or degree
- must complete a waiver form at the Admissions & Records Office. (Doing this will prevent you from participating in priority/early registration.)

You still have the right to use the other matriculation services. We encourage you to do so.

Orientation

Orientation is one of the components of matriculation. It provides new students with an overview of instructional programs, support services, facilities and general graduation requirements. Completion will help students avoid making course choices that might complicate and lengthen the time required to reach their educational goals.

Gavilan College offers an online orientation. Click on the Orientation link on the Gavilan homepage (www.gavilan.edu) to complete the orientation or contact the Counseling Office at 408-848-4723.

You may choose to not participate in orientation by completing a waiver form at the Admissions & Records Office. Doing this will prevent you from participating in priority (early) registration.

ORIENTATIONS are completed online.

Click on the Orientation link on the Gavilan homepage - www.gavilan.edu

¿Es el inglés su Segundo Idioma?

Consulte la página 34 para mas informacion sobre el examen de evaluacion de ESL.

Assessment

Placement/assessment testing will help ensure that students are enrolled in courses that match their abilities in language and computational skills. Placement scores, together with other indicators of a student's abilities, are used by counselors to recommend appropriate course placements. Register for the assessment at the Admissions & Records Office in the Student Center.

Students must have completed the eighth grade to be eligible for assessment services.

This CTEP/MDTP placement/assessment is administered in English and is not intended for applicants to the English as a Second Language (ESL) program.

Sessions begin promptly at the stated time. Check in begins one half hour prior to starting time. No one will be admitted after the session has begun.

Assessment requires:

- Valid picture ID *
- Social security number required for scoring of exam
- 2 - #2 pencils (no mechanical pencils)
- No pagers or cell phones allowed in the testing room
- No watches allowed in the testing room.

* A valid picture ID includes a California Driver's License, California ID, Passport, Student Body Card, Military ID or Alien Registration Card. Contact the Assessment Office (LS114) or call 408-846-4992 if you do not have a valid ID.

Re-Assessment Sessions:

Students who have previously taken the assessment test may re-test after 30 days. You may re-assess once per semester. Stop by the Assessment Office (LS114) or call 408-846-4992 to confirm dates, times and locations.

Re-Assessment requires a copy of student's previous test scores (test scores can be obtained from the Counseling Secretary - SC108).

Times and locations are subject to change. Additional times may be added. (Confirm dates and locations with the Admissions and Records Office or check online posting at www.gavilan.edu/assessment.)

FALL SPORTS

Fall Teams:

- Football
- Women's Soccer
- Men's Basketball
- Women's Volleyball
- Women's Basketball



- Also check out:
- Soccer
 - Volleyball
 - Swimming
 - Bowling
 - Aerobics
 - Pilates
 - Yoga
 - Cardio Fitness
 - Self Defense
 - Dance

*GO
RAMS!*

For more information, contact the Athletic Department at 848-4876

COUNSELING

Gavilan College provides a staff of full and part-time professional counselors to assist students in meeting educational, career and life goals. Counseling is available to students who are uncertain about their plans for the future, who are experiencing difficulty in making important decisions, or who have any other personal or social concerns. In addition, counselors make referrals to many community agencies. Students may seek the assistance of any counselor at Gavilan.

Photo ID required to obtain counseling services.

Summer Counseling Hours

Gavilan Main Campus (walk in)

May 30 - June 2	Tues-Thur Fri	8 am - 4:30 pm 8 am - 11:30 am
June 6 - August 5	Mon-Thur Fri	8 am - 4:30 pm 8 am - 11:30 am
June 26 - 30	Mon-Thur Fri	8 am - 3:30 pm 8 am - 11:30 am
July 3-7	closed	
July 10 - 13	Mon-Thur Fri	8 am - 4:30 pm 8 am - 11:30 am
July 17 - August 4	Mon-Thur Fri	8 am - 3:30 pm 8 am - 11:30 am
August 7 - 18	Mon-Thur Fri	8 am - 4:30 pm 8 am - 11:30 am
August 21 - 30	Mon-Thur Fri	8 am - 5:30 pm 8 am - 11:30 am

Counselors by Department and Program

To schedule an appointment call the Counseling Secretary: 408-848-4723.
Counseling Office - SC 113 (in the Student Center)

Dr. Rosa Sharboneau, General Counseling/Transfer	SC119
Dr. Tim Lister, General Counseling	SC106
Celia Marquez, General Counseling/Puente Program	SC105
Dr. Jesus Olivas, General Counseling/Articulation	SC104
Johanna Stewart, General Counseling, ASB	SC107b
Leslie Tenney, General Counseling	SC103
Candice Whitney, General Counseling	SC113
<u>Athletics:</u> Darlene Martin	848-4968 GY118
<u>DRC (Disability Resource Center):</u> Bruce Eastman	848-4865 LI117
<u>EOPS/CalWORKs (Extended Opportunity Programs and Services):</u> Gary Cribb	848-4740 LI101a
Christina Garcia	848-4740 LI101a
<u>MESA:</u> Darlene Martin	848-4968 PH114
<u>TRIO:</u> Leticia Palacios	848-4707 SC161

All records of high school students attending Gavilan College are protected by the Federal Educational Rights and Privacy Act (FERPA) and may not be released to anyone without the written permission of the student.

HIGH SCHOOL STUDENTS

Concurrent Enrollment Procedures for High School Students

Students whose age or class level is equal to grades 9 - 12 may attend Gavilan College as part-time or summer session students for advanced scholastic, vocational, or physical educational courses in accordance with the following procedures:

A **Special Student Status Contract Form** is required prior to registering for classes. A new form must be completed each semester. The form is available in local high school counseling offices, from the Gavilan College Admissions & Records Office and is included in the center pages of this schedule. The form is also available online at http://www.gavilan.cc.ca.us/admit/2003_hs_contract.pdf

Students enrolled in a public or private high school will be limited to a maximum of 6 units for fall or spring semesters and 5 during the summer term. Students in good standing, with a minimum 2.0 GPA, must submit a current transcript, complete the placement assessment, and have the written approval of a parent or legal guardian, a high school counselor or principal, and a Gavilan College counselor.

The campus center use fee, health fee, and student representation fee are waived for concurrently enrolled high school students.

Your Gavilan College Counseling Appointment

High school students must review their completed contract with a Gavilan College counselor. Counseling Services are available at the Gavilan main campus. See counseling hours (left column) for dates and times.

Use the Registration Checklist (opposite) to prepare for your meeting. For more information, call the Counseling secretary: 408-848-4723. A photo ID is required to obtain counseling services.

High Step students are not required to see a Gavilan counselor. Please refer to steps for High Step students on page 14.

HIGH SCHOOL STUDENTS MAY CO-ENROLL IN THE FOLLOWING:

Fall and Spring Semesters:

Transfer level (courses numbered 1-99)

Summer Session **All courses:**

Transfer and non-transfer level)

Need help buying books?

With an ASB card, you can apply for an ASB book loan (up to \$200) at the Financial Aid Office, Room SC124.

Buy an ASB card at the Admissions & Records Office, Room SC111.



High School Students Concurrent Enrollment Registration Checklist

- #1 Apply.
File a Gavilan College application at least 48 hours prior to registering for classes.
- #2 Schedule and take an assessment placement test.
Sign up in person or call 408 848 4736.
- #3 See your high school counselor.
Take your assessment test results and discuss possible courses. The course your counselor writes on the Special Student Status Contract Form is the course for which you will be enrolled, space permitting. Be sure the counselor signs your contract form. Directions to obtain the contract are listed in the concurrent enrollment section (left column.)
- #4 Get a copy of your current high school transcript from the Registrar at your high school and attach it to your contract form. The transcript must show that you are in good standing and that you have a grade point average of at least 2.00.
- #5 Ask your parent or guardian to sign the contract.
- #6 Bring your transcript and signed contract to a Gavilan College counselor during the enrollment period for high school students.
- #7 Register for Gavilan classes.
 - Enroll for a maximum of 6 semester units of transfer level courses during the fall and spring semesters or for 5 units of pre-collegiate courses during the summer term
 - Pay per unit enrollment fees only
 - Purchase a parking permit if you need one
 - Buy your books at the bookstore
- #8 Enjoy your class! You're earning college credit.

For more information, see the concurrent enrollment section (left column.)

ALUMNI *Profile*



Socorro Zendejas and Griselda Alvarado:

We are Socorro Zendejas and Griselda Alvarado, "the sisters". We were born in Michoacan, Mexico, but have lived in Hollister most of our lives. We attended Gavilan College where we completed most of our undergraduate requirements and we are currently attending San Jose State. The road to S.J.S.U. has been a challenge. Being mothers, and 1st generation Latina students have been some of the challenges we have faced. We have pursued our dream of one day becoming Civil Engineers, yet another challenge for two Latina women, but we are able to keep that dream alive with the ongoing help and support our Gavilan family keeps providing. Being part of the Gavilan College MESA Program has enabled us to receive The MESA National Science Foundation Scholarship. This scholarship proved to us that being involved in school pays off and that someone believed enough to invest in us. Gavilan has been a wonderful experience, which keeps us coming back to programs such as GavFest, Science Alive and the Art-4-Service Mural Program. We look forward to continue working with our Gavilan Family.

Visit the Career/Transfer Resource Center

Services are designed to assist you throughout your time at Gavilan College.

Services available:

- ◆ Information on career outlook, training and educational opportunities
- ◆ Career Assessment using **EUREKA** and **TRUE COLORS**
- ◆ Transfer information
- ◆ Workshops
- ◆ Articulation agreements using ASSIST
- ◆ College and university catalogs
- ◆ Assistance with admission procedures and referral to academic counseling
- ◆ Library of career reference materials
- ◆ Transfer Day

Located in SC102, on the main campus
For more information, call 408-848-4818 or visit the website at www.gavilan.edu/transferctr



HIGH STEP Program

High School Transfer Enrichment Program

Gavilan College, in conjunction with the Live Oak and Ann Sobrato High Schools in Morgan Hill and Gilroy High School will offer courses accepted at any university (such as Political Science/Government and US History 1 and 2) each spring and fall semester at the high school campuses. All students are required to take the placement assessment prior to enrolling. All concurrent enrollment documents are required. Please contact the Gavilan Assessment Office at 408-848-4992 or your high school counselor for more information and about when the placement assessment will be offered at the high school campuses.

The Program:

- Start college while enrolled in High School!
- In two years earn a maximum of 12 college units.
- Courses conveniently offered at the high school.
- Meet college and university requirements while still in high school.

The Benefits:

- Experience college level work.
- Reduce four-year university expense.
- Advance academically.
- Become competitive in the four-year admission process.

Who Can Participate?

- High School Juniors and Seniors.
- Minimum cumulative 2.0 GPA.
- Score at college level in reading, writing, and math.
- Ability to benefit from advanced scholastic work.

Fall 2006 High Step offerings:

See the fall class listings for class descriptions.

Gilroy High School:

sect. 0751 ENGL 1A Composition

Gilroy (rm. BE-01) Tuesday 3:10 pm - 6:20 pm

sect. 0752 SOC 1A Introduction to Sociology

Gilroy (rm. B-7) Monday 3:10 pm - 6:20 pm

Live Oak High School:

sect. 0750 ENGL 1A Composition

Live Oak (call for room) Monday 3:30 pm - 6:40 pm

Ann Sobrato High School:

sect. 0749 AJ 10 Introduction to the Administration of Justice

Sobrato (rm. E108) Tuesday 3:30 pm - 6:40 pm

Room assignments subject to change. Please call 408-848-4738 to confirm the room.

Course-to-Course Articulation Agreements*

Gavilan College and District High Schools:

High School Course	Gavilan College	Grade Criteria
--------------------	-----------------	----------------

Anzar High School - Aromas / San Juan Bautista

Algebra	Math 205	A or B
Advanced Algebra	Math 233	A or B

Gilroy High School

Integrated Algebra 1 & 2	Math 205	A or B
Integrated Algebra 2 & 3	Math 233	A or B
Law Enforcement	AJ 10	A or B

Live Oak High School - Morgan Hill

Computer Aided Drafting-ROP	CGD2 & CGD2R	C or better
Child Care-ROP	Child Develop. 1,21	A or B
Algebra I	Math 205	A or B
Algebra II	Math 233	A or B

Mt. Madonna High School - Continuation High School Gilroy

Algebra I	Math 205	A or B
-----------	----------	--------

San Benito High School - Hollister

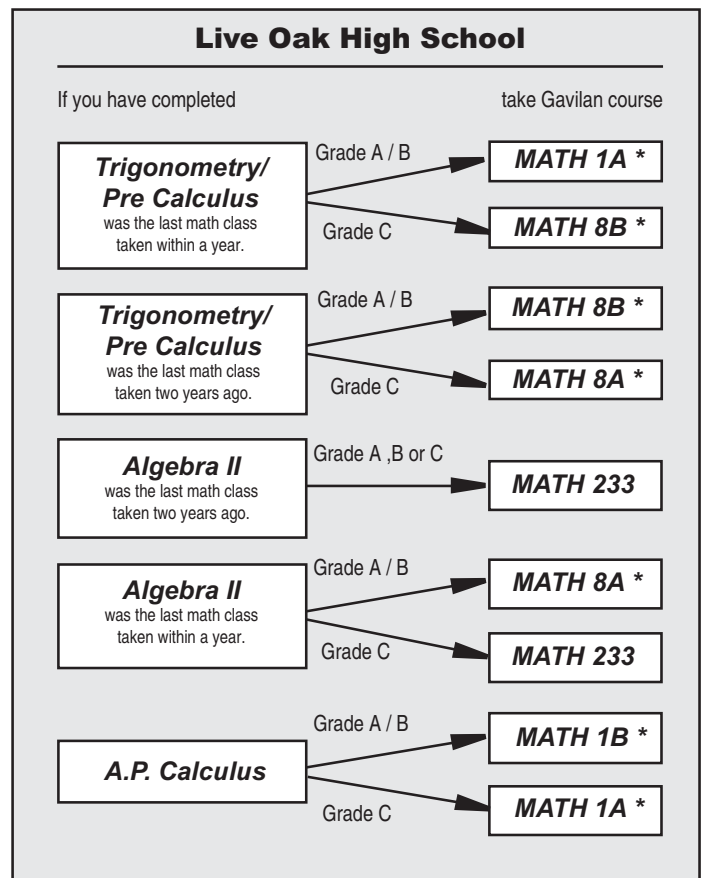
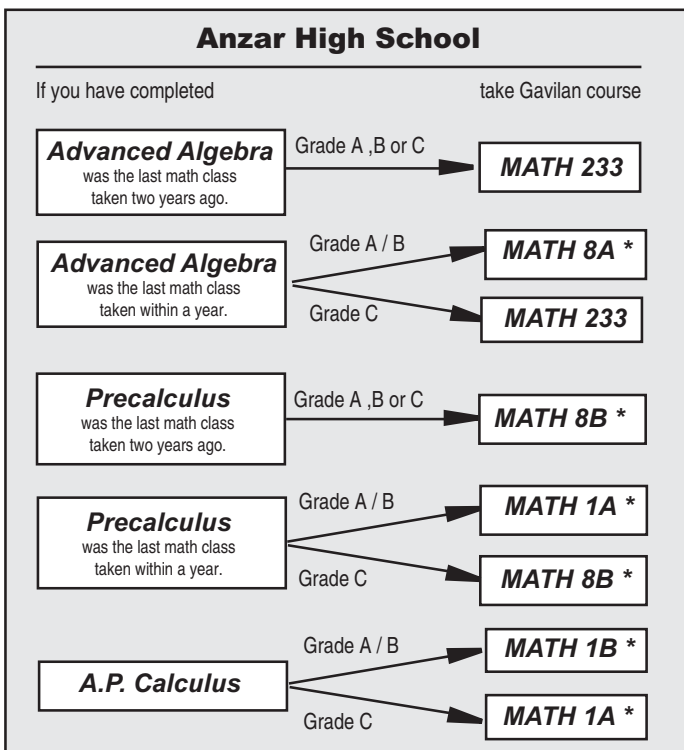
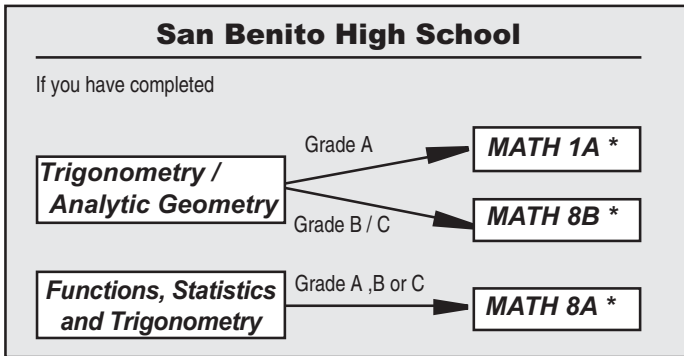
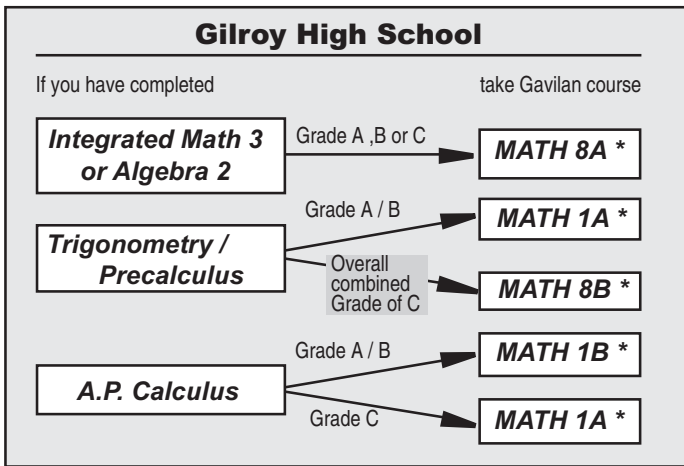
Computer Aided Drafting-ROP	CGD2 & CGD2R	C or better
Careers with Children-ROP	Child Develop 21	A or B
Algebra 1A or Algebra II	Math 205	A or B
Algebra 2A	Math 233	A or B

*Articulation agreements currently being reviewed. Check Admissions for further information

High school contract students pay the per-unit enrollment fee. All credit earned is college credit.


All records of high school students attending Gavilan are protected by the Federal Educational Rights and Privacy Act (FERPA) and may not be released to anyone without the written permission of the student.

Recommended Math Course Placements For Area High School Students



Multiple measures will be considered to determine your final course. Consult with a counselor to select the appropriate course.

* Students eligible for these courses are also eligible for Math 5, 6, 7, 12 and 14.



After School is Out TAKE a CLASS at GAVILAN!

Gavilan offers a selection of afternoon & evening classes at our three locations.

Receive college credit.
Complete courses not available at high school.

GAVILAN COLLEGE

2004-2005 Report To the Community of the Measure E Citizens' Oversight Committee

Letter from the Chair

As Chairman of the Measure E Citizens' Oversight Committee, I am pleased to issue this Annual Report to the Community. This report follows the financial and compliance audits for the year 2004-2005, and will also provide some information on work that has been completed since the audit period.

It is the task of the Citizens' Oversight Committee to review bond expenditures and report back to the community on the progress made to fulfill the terms of the bond. We meet several times per year to learn the status of the projects funded by Measure E.

Voters in the Gavilan Joint Community College District approved a bond measure of \$108 million for the renovation, upgrade and expansion of our community college facilities in Morgan Hill, Gilroy, and Hollister. Expenditures will include technology upgrades, campus renovation, land purchases, and planning

I invite you to stay informed by visiting the website www.gavilan.edu/bond for ongoing updates on activities. You are also invited to attend the meetings of the Citizens' Oversight Committee: agendas and meeting minutes are posted on the bond website. For more information please call (408) 848-4711.

Thank you for your investment in the future of Gavilan College.

Russ Danielson, April, 2006

Citizens' Oversight Committee Members

Committee Chair:
Russ Danielson

Committee Vice Chair:
Pi Silverstein

At-large Representatives
Marco Renella
Sandra Fishler
Thomas Andrade
Tony Ko

Business Organization
Representatives:
Lawrence J. Grace
Russ Danielson

Senior Citizens'
Organization Representative:
Pi Silverstein

Students active in a college
support group:
Angela Sanfilippo

District Support
Organization Representative:
Kip Ward

Tax Payer's Organization
Representative:
Mark Zappa

The campus tennis courts were resurfaced, reoriented and repainted. A new fence was installed around the tennis enclosure. The courts are available for public use when classes are not in session. Call (408) 848-7876 for information.



About Measure E

On March 2, 2004, district voters approved Measure E, a facilities improvement bond that will upgrade and expand the facilities for higher education in the Gavilan Joint Community College District. Upgrades will be made to outdated plumbing and wiring, renovate aging classrooms and libraries; provide access for disabled students, improve campus safety, and plan for the future by acquiring land for permanent facilities in San Benito County and greater Morgan Hill / Coyote Valley.

Contact

Meeting dates, agendas, and minutes of past meetings can be found at the website: www.gavilan.edu/bond. For more information or to contact the committee call (408) 848-4711.

Role of the Citizens Oversight Committee

The purpose of the Measure E Citizens' Oversight Committee is to review and report on the expenditure of taxpayers' money for construction; inform the public about the expenditure of bond revenues, and to advise the public as to district's compliance with the California Constitution and Measure E. The committee holds open meetings in which they receive and review copies of the annual, independent performance audit, and updates on projects funded by Measure E. The Committee may inspect school facilities and grounds to ensure that bond revenues are expended properly, receive and review copies of any deferred maintenance proposals or plans developed by the Gavilan Joint Community College District, and review efforts by the district to maximize bond revenues by implementing cost-saving measures.

MEASURE E ANNUAL REPORT

Status of Measure E projects (7/1/04 through 1/1/06)

<i>Project</i>	<i>Status as of 1/1/06</i>
Tennis Court repairs	completed
ADA Transition plan	Adopted by Board of Trustees, February 2006
Main campus: • instructional facilities repair	in progress
Main campus: • infrastructure repair	in progress
Main campus: • technology upgrades	in progress
Main campus: • computer replacement	in progress
Main campus: • Enterprise Resource System	in progress
Coyote Valley land acquisition	in progress
San Benito County land acquisition	in progress
Districtwide planning	in progress
Districtwide implementation costs	ongoing

Estimated Master Schedule and Project Timeline

Gilroy Campus Projects

<i>YEARS</i>	<i>PLANNED PROJECTS</i>
2006-2007	Infrastructure, Interim/Swing Space
2006-2008	Physical Science, Chemistry, Life Science
2007-2009	Humanities, Art, Music Hall
2008-2010	Cosmetology, Business, Maintenance/Security
2009-2011	Social Science, Gymnasium
2010-2012	Library
2011-2013	Student Center
2012-2014	Administration of Justice, Parking Improvement

Independent Financial Audit

An independent financial audit is conducted annually. The first was completed by Vavrinek, Trine, Day & Co., LLP of Pleasanton, California and a report issued in January, 2006. The audit concluded that the financial statements of the Bond construction fund fairly present the financial position and changes in the Measure E fund balance, in accordance with generally accepted accounting standards. In addition, the compliance review noted no non-compliant expenditures.

Issues

One of the greatest challenges is the increasing cost of construction. Nationwide price trends, together with recent natural disasters have contributed to increasing materials costs. The college is taking increasing costs into account in forecasting, and including contingencies and inflation in addition to the hard and soft costs of construction in the planning process. Gavilan College intends that all projects committed to will be completed. The last project is as important as the first.

Conclusions

The Measure E Citizens' Oversight Committee finds that Gavilan College has complied with the spirit and requirements of state law, and the commitment made to the voters in accounting for and expending public bond funds. Gavilan College has exercised proficient fiscal discretion in selecting best practices designed to facilitate projects through planning and contract management.



Bond Issuance

25-year general obligation bonds have been issued as follows:

Issue Date:

6/10/04 at 2.0 - 5.0%	\$ 29,170,000
6/10/04 at 3.0 - 3.5%	\$ 830,000

Debt Service Requirements:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2006	1,065,000	1,597,649	2,662,649
2007	1,465,000	1,416,138	2,881,138
2008	1,625,000	1,370,063	2,995,063
2009	135,000	1,321,313	1,456,313
2010	195,000	1,317,263	1,512,263
2011-2015	2,105,000	6,426,744	8,531,744
2016-2020	4,565,000	5,788,832	10,353,832
2021-2025	8,315,000	4,262,363	12,577,363
2026-2028	10,530,000	1,518,000	12,048,000
Total	30,000,000	25,000,000	55,018,365

TRANSFER

Complete your first two years of university coursework at Gavilan College.

Students planning to transfer to a four-year institution can generally complete the first two years of their college work at Gavilan College and enter the four-year institution with junior standing.

The requirements of universities vary. It is therefore advisable that students consult a counselor early in the semester for more detailed information about each university's specific requirements. *Due to recent changes in admissions policies at UCs and CSUs, working with a counselor is critical.*

Transfer Credit

Official transcripts from institutions which are fully accredited by appropriate accrediting associations will be evaluated for transferable lower division coursework. Appropriate units and subject content will be applied to major and general education requirements to meet prerequisites or graduation requirements. Courses taken at other California Community Colleges, California State Universities or any University of California will be transferred to Gavilan with the same general education designation as that of the issuing institution.

Students who wish to transfer coursework from foreign institutions must submit official transcripts to a college-approved foreign evaluation service for translation and evaluation.

Coursework from a foreign institution cannot be used for certification to a four-year institution. Students should contact the institution to which they wish to transfer to inquire about the acceptance of foreign coursework.

CLEP EXAMS

University of California does not grant credit for College Level Examination Program exams. CLEP credit CANNOT be used to certify IGETC. Some California State Universities will grant CLEP credit for certain areas and some will not grant credit at all. Transfer students are advised to contact the university they will be attending for specific information regarding CLEP credit.

GENERAL EDUCATION RECIPROCITY AGREEMENT

The Gavilan Community College District has entered into a mutual agreement with seven other community Colleges to accept the general education of these colleges. The participating colleges are De Anza College (Cupertino), Evergreen Valley College (San Jose), Foothill College (Los Altos Hills), Gavilan College (Gilroy), Mission College (San Jose), Ohlone College (Fremont), San Jose City College (San Jose) and West Valley College (Saratoga).

Students who obtain a Certification of Completion of Associate Degree General Education or complete an associate degree at any of the participating colleges will have both their general education course work and graduation proficiencies accepted as completed at any one of the participating campuses.

Courses Numbered 22, 23, 122, 123, 98, 198

These courses are also called "Independent Studies", "Special Studies", "Special Topics", "Internships", etc. Credit for variable topics courses is given only after a review of the scope and content of the course by the receiving institution. This usually occurs after transfer and may require recommendations from faculty. Check with a counselor to prevent surprises.

Transfer Checklist

Are you preparing to transfer to a four year university? If so, planning for your transition now will guarantee a smooth and easy transition from Gavilan to the institution of your choice. Follow the recommended PLAN FOR SUCCESS:

PLAN FOR SUCCESS

First Year at Gavilan:

FALL SEMESTER

- Meet with a counselor and inform him/her of your intent to transfer.
- Request a current copy of the general education pattern you wish to follow (IGETC or CSU)
- Refer to the Gavilan catalog for course descriptions.
- Begin to investigate possible major choices.
- Develop an educational plan with a counselor.
- Request that all high school and college transcripts be sent to Gavilan.

SPRING SEMESTER

- Meet with counselor to discuss academic progress and major choice.
- Update educational plan to include major preparation courses.
- Consider participating in student clubs, student government, etc.
- Identify at least 3 universities and check the required major preparation.
- Determine eligibility for an Associates Degree from Gavilan.

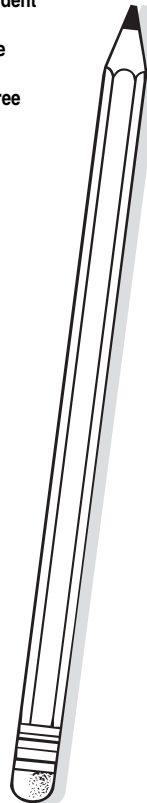
Second Year at Gavilan:

FALL SEMESTER

- Meet with counselor to discuss course selections and to review educational plan.
- Verify completion of units, general education, and major preparation.
- Update educational plan, if necessary.
- Apply for scholarships and financial aid.
- Apply for college admissions.

SPRING SEMESTER

- Submit a Gavilan graduation petition.
- Read all of your correspondence from universities.
- Follow university instructions and meet deadlines.
- Keep copies of all correspondence
- Send official transcript showing work completed and courses in progress for spring.
- At the end of the semester, request two copies of your final transcripts (spring grades included) and a G.E. certification. One copy is sent to the university that you plan to attend and the second copy is for you to keep for your personal record.



Transfer Services

ASSIST

ASSIST is a computerized student-transfer information system that can be accessed over the World Wide Web. It displays reports of how course credits earned at one California college or university can be applied when transferred to another. ASSIST provides the most accurate and up-to-date information available about student transfer in California. Visit the website at www.assist.org.

CSU MENTOR

CSU Mentor is an online resource designed to help students and their families learn about the CSU system, select a CSU campus to attend, plan to finance higher education, and apply for admission. Personal data entered by the user is not released without the user's express consent and direction.

CSU Mentor is free to use. The student will only pay the application fee charged directly by the CSU campus when an application for admission is submitted.

Visit the website at www.csumentor.org.

PATHWAYS

PATHWAYS, the University of California's online undergraduate admission information and application network.

- Information about financial aid and how to finance a UC education.
- Answers for Transfers
- UC campus Web sites, a list of links to the campuses for prospective students
- Transfer/Application Center
- Message Center - ask a question about undergraduate education or admission at UC

Visit the website at <http://www.ucop.edu/pathways>

Transfer Agreements (TAAs)

A Transfer Admissions Agreement is a formal agreement between a student in attendance at Gavilan College and a receiving baccalaureate granting institution to which the student intends to transfer. The agreement guarantees admission to a transfer university a year in advance for the fall semester. It may also guarantee admission into a major.

Note: Educational plans for students preparing to transfer to any public or private institution can be developed. Because the requirements of universities vary, it is advisable that students consult a counselor for more detailed information.

Gavilan College has Transfer Admission Agreements with the following universities:

- UC Davis
- UC Riverside
- UC Santa Cruz
- San Francisco State University
- San Jose State University
- University of Santa Clara
- CSU Monterey Bay

You do your part and they'll do theirs (admit you early!). Articulation agreements are also available online at www.assist.org. For eligibility requirements schedule a counseling appointment by calling 408-848-4723.

Career/Transfer Resource Center

The center is located in SC102. Call 408-848-4818 for more information.

Transfer Institute See page 30.

GAVILAN COLLEGE

& Indiana University



**New partnership with
Indiana University
lets you earn a
Bachelor's Degree
without leaving
home.**

Details on page 134.

California Articulation Number System

The California Articulation Number (CAN) System provides a cross reference number for courses which have been evaluated by faculty and determined to be acceptable "in lieu of" each other. Only lower division, transferable, major preparation courses commonly taught on two- and four-year college and university campuses are included in the System.

The criteria for a campus to qualify to use a CAN Number includes written, faculty-approved articulation agreements on each course with a minimum of four public four-year California colleges and universities.

The CAN Number System is not a common numbering system. Each campus retains its own course numbers, prefixes and titles. The CAN (e.g., CAN ENGL 2) is listed parenthetically in catalog descriptions, class schedules and other publications as appropriate.

The CAN designation is assurance that the course or sequence of courses will be accepted in lieu of an identically designated CAN course or sequence at all participating campuses in California.

(CAN ENGL1A = CAN ENGL 1A at another college.)

Gavilan College Associate Degree Graduation Requirements

A Gavilan College Associate degree (AA or AS) is a combination of general education courses and a specific major selected from the Gavilan College catalog.

1. File a **Petition to Graduate** with the Admissions & Records Office by April 1 for a Spring or Summer graduation and October 1 to graduate at the end of Fall Semester. One petition must be filed for each Associate degree, Certificate of Completion, Certificate of Achievement or Award of Achievement the student expects to receive.
2. Students must earn an overall grade point average of 2.0 ("C") or higher for all work attempted and a grade of 2.0 "C" or higher in each major or certificate courses.
3. Complete a minimum of 18 units of coursework in a major. Specific major course requirements are listed in the college catalog.
4. Complete a minimum number of 60 semester units. Within the (60) unit requirement, the (9) units in Area A and B-4 must be completed with a grade of "C" or better in each course.
5. Complete the last 12 units, or a total of 48 units, at Gavilan College.

Gavilan College AA/AS General Education Requirements (2005-2006)

Area	Semester Units
<p>A. COMMUNICATION IN THE ENGLISH LANGUAGE 6-9</p> <p>One course from each of these three areas:</p> <p>A-1 Oral Communication – CMUN 1A, 8 or 10</p> <p>A-2 Written Communication – ENGL 1A or ENGL 250</p> <p>A-3 Reading – ENGL 260 with a grade of "C" or better, or demonstrate reading proficiency at the college level. (Competency may be verified by an approved test.)</p>	
<p>B. PHYSICAL UNIVERSE AND ITS LIFE FORMS 6-14</p> <p><i>The Physical or Life Science requirement will include at least one course that has a laboratory section</i></p> <p>One course from each of these areas:</p> <p>B-1 Physical Science – ASTR 1; CHEM 1A, <u>1B</u>, <u>12A</u>, <u>12B</u>, <u>30A</u>, <u>30B</u>; GEOG 1; GEOL 1, 13; PHYS 1, <u>2A</u>, <u>2B</u>, <u>4A</u>, <u>4B</u>, <u>4C</u>, PSCI 1, 2</p> <p>B-2 Life Science – ANTH 1; <u>ECOL 1</u>; <u>BIO 1, 4, 5, 7, 8, 9, 10, 13, 15, 20</u></p> <p>B-3 Laboratory Activity – Lab courses are underlined and are included in B-1 and B-2</p> <p>B-4 Mathematics – Minimum of Math 205 or equivalent. (Competency may be verified by an approved test.)</p>	
<p>C. ARTS, FOREIGN LANGUAGE, LITERATURE AND PHILOSOPHY 5</p> <p>One course from each area:</p> <p>C-1 Fine and Performing Arts – Art, Theatre, Music (other than area 2); CMUN 2; HUM 10; Journalism (other than Journalism 10)</p> <p>C-2 Cultural History, Foreign Language, Philosophy – ART 11, 21; ENGL 1B, 1C, 2A-E, 2H, 2I, 2J, 4A, 4B, 5A, 5B, 9A, 9B, 9C; HIST 1, 2, 3, 4A, 4B, 5, 6, 7A, 7B, 10, 12, 14, 18, 19, 21; HUM 3, 4, 5, 10; JOUR 10; JPN 1A, 1B; PHIL 1, 2, 3A, 3B, 4, 5, 6A, 6B, 7A, 7B, 8, 15; SOC 10; any foreign language</p>	
<p>D. SOCIAL, POLITICAL, AND ECONOMIC INSTITUTIONS 9</p> <p>One course from area D-1, and two courses from area D-2:</p> <p>D-1 U.S. History and Political Institutions (3 units) One course from HIST 1, 2, 5, 18, 19 or POLS 1</p> <p>D-2 Behavioral, Economic and Social Science (6 units) Two courses from AJ 6, 10; ANTH 2, 3, 5, 8, 9, 10; General Business 1; CD 2, 3, 7; CMUN 4; ECON 1, 2, 10; GEOG 2; HIST 1, 2, 3, 4A, 4B, 5, 6, 10, 12, 14, 18, 19; JOUR 10; SOC 1A, 1B, 3, 4, 10; PHIL 12; POLS 1, 3, 4, 6, 12; PSYC 1A, 1B, 2, 3, 6, 7; SSCI 1</p>	
<p>E. LIFELONG UNDERSTANDING AND SELF-DEVELOPMENT 3</p> <p>E-1 One unit from any Physical Education activity class or Intercollegiate Sport *</p> <p>E-2 Minimum of two units from: AH 3, 11, 30; BIO 11; CD2, 3; CSIS 1, 2, 6, 8, 45, 51; GUID 1, 6, 200; HE 1, 2; PHIL 3B, 6B, 8, 15; POLS 27; PSYC 2, 3, 5, 27, 41; SOC 21</p> <p>* Note: Some CSUs require two units of Physical Education, an additional unit is recommended.</p>	
<p>F. CULTURAL DIVERSITY 0-6</p> <p>Two courses from the following list; courses may also count under appropriate areas for other General Education requirements.</p> <p>AH 3, 11; ANTH 3, 5, 9, 10; ART 10A, 11, 20, 21; BIO 11; CD 7; CMUN 4; ENGL 2B, 2E, 2H, 2I; GEOG 2; HIST 3, 5, 6, 10, 12; PHIL 6, 15; POLS 3, 4; PSYC7; SOC 3; SPAN 9A, 12A, 12B; THEA 1</p>	

Advanced Placement (AP)

Gavilan College grants up to six semester units of transfer credit for each College Board Advanced Placement (AP) Test on which a student receives a score of 3 or better. The AP results must be submitted to the Office of Admissions & Records with a request for evaluation.

Students receiving a score of 3, 4 or 5 on the Math and English AP exams will be exempted from the placement assessment test. AP units will not apply toward financial aid, nor can they be used to satisfy the residency unit requirement.

Advanced Placement credit will be awarded as follows:

Test	Score*	Equiv. Gav. College	Semester Units
American History	3,4,5	HIST 1,2	6
Art History	3,4,5	ART 1A, 1B	6
Biology	3,4,5	BIO 10	4
Chemistry	3,4	CHEM 30A	4
	5	CHEM 1A	5
Computer Science A	3,4,5	CSIS 45	3
Computer Science AB	3,4,5	CSIS 45,46	6
English Language & Composition	3,4,5	ENGL 1A	3
English Composition & Literature	3,4	ENGL 1A	3
English Composition & Literature	3,4	ENGL 1A	3
	5	ENGL 1A, 1B	6
(Max # Units in English= 6)			
Economics, Macro	3,4,5	ECON 1	3
Economics, Micro	3,4,5	ECON 2	3
Government & Politics			
U.S.	3,4,5	POLS 1	3
Comparative	3,4,5	POLS 3	3
Math/Calc AB	3,4,5	MATH 1A	4
Math/Calc BC	3,4,5	MATH 1B	4
Math/Statistics	3,4,5	MATH 5	3
Music Theory	3,4,5	MUS 3A	3
Physics B	3,4,5	PHYS 2A	4
Physics C	3,4,5	PHYS 2B	4
Psychology	3,4,5	PSYC 1A	3
Spanish	3,4	SPAN 1B	5
	5	SPAN 2A	5

* Scores of "3" may not be accepted for all courses by some 4 year colleges and universities.

Articulation Agreements

Gavilan College has completed lower division course-to-course, major-to-major and general education agreements with all California State University (CSU), University of California (UC) and a number of private university campuses. These agreements ensure that participating universities will accept certain courses taken at Gavilan College to satisfy general education, major or elective university requirements.

The articulation officer, counselors and the Career/Transfer Resource Center staff have lists of participating insititutions. Articulation agreements are also available online. See information on www.assist.org.

Note: Educational plans for students preparing to transfer to any public or private institution can be developed.

Please see your counselor for additional information and to view copies of specific transfer agreements. The Counseling Office is located in SC108. For more information call 408-848-4723.

Intersegmental General Education Transfer Curriculum

The IGETC can be used by community college transfer students to fulfill lower division general education requirements for either the CSU or UC system without the need, after transfer, to take additional lower division general education courses, as long as your IGETC completion is certified at the community college. Obtain the Certification form from Admissions and Records.

Students are strongly encouraged to complete all IGETC requirements prior to transfer.

PARTIAL IGETC - If you are approaching readiness for transfer and, for good cause, are unable to complete one or two IGETC courses, you may be eligible to complete IGETC after transferring. Typical situations which constitute good causes for not completing one or two IGETC courses are illness, unavailable or cancelled courses, military service and unexpected hardships, such as family or employment problems, experienced in the final term before transfer.

If your petition for partial certification of IGETC is approved, you may be able to complete IGETC in one of the following ways:

- 1) Take a certified IGETC course, in the area to be completed, at any California community college, when you are not enrolled at a California State University or a University of California, such as during summer session.
- 2) Complete the requirement at a California community college while concurrently enrolled at UC or CSU. You will be subject to the UC or CSU campus rules regarding concurrent enrollment, so this option may not be available at your university campus.
- 3) Take a comparable course at the UC or CSU campus to which you will be transferring. This option is at the discretion of each campus, so it may not be a choice available to you.

You will be expected to complete IGETC before the beginning of the second full year of enrollment at your UC or CSU campus. Check with your campus advisor after you transfer for more information, including which options are available and which UC or CSU courses may be comparable to the IGETC courses remaining to be completed.

All UC and CSU campuses will accept IGETC with the exception of Fifth and Revelle Colleges at UC, San Diego. Since all majors are available at each of the five colleges at UC, San Diego, students will not be restricted in their choice of major if they use the IGETC.

A course cannot be used to satisfy more than one subject area of the IGETC (general education). However, major prerequisite courses can be used (double counted) to satisfy IGETC requirements.

CSU campuses' limitations on double counting of general education courses toward major preparations are not changed by IGETC.

Students who wish to be certified for both CSU and UC systems should take CMUN 1A, 8 or 10 in Area 1 for CSU and meet the foreign language requirement for UC. Completing both provides flexibility and choices.

The courses for all IGETC areas must be completed with a grade of "C" or better before IGETC can be certified. A grade of "C-" is not acceptable.

See a counselor when you are:

- a first time student planning to transfer
- a first time student planning to obtain a AA/AS degree
- an undecided major
- a high school contract student
- an academic probation student
- taking over 17 units (spring/fall) or over 5 units (summer)
- have completed prerequisite courses at another college(s)

**UC/CSU Intersegmental General Education Transfer Curriculum
IGETC - 2005 - 2006**

Completion of all the requirements in the IGETC will permit a student to transfer from a community college to the California State University or the University of California without the need, after transfer, to take additional lower-division general education courses to satisfy campus general education requirements. All areas must be satisfied and all courses must be completed with a grade of "C" or better before IGETC can be certified by Gavilan College's Admissions and Records Office. A "C-" is not acceptable. See the Gavilan catalog and a counselor for details. A student is strongly advised to complete a total of 60 transferable units before transferring. These will include the IGETC requirements, "major" prerequisites and elective units if needed.

(Students should request an IGETC certification from the Office of Admissions & Records before transferring.)

<p>AREA 1 – ENGLISH COMMUNICATION</p> <p>CSU – Three courses required, one each from A, B and C UC – Two courses required, one each from A and B A: English Composition – ENGL 1A B: Critical Thinking – ENGL 1C or PHIL 4 C: Oral Communication (CSU requirement only) – CMUN 1A, 8 or 10</p>	<p>9 units</p>
<p>AREA 2 – MATHEMATICAL CONCEPTS AND QUANTITATIVE REASONING</p> <p>One course: CSIS 26; ECON 11**; GBUS 11**; MATH 1A, 1B, 1C, 2, 2C**, 5, 6, 7, 8, 8A, 8B, 9^o, 10^o, 14, 26</p>	<p>3 units</p>
<p>AREA 3 – ARTS AND HUMANITIES</p> <p>Three courses, at least one in the Arts and one in Humanities Arts – ART 1A, 1B, 6, 20, 21**, HIST 21**, MUS 1A, 1B; THEA 1, 7 Humanities – ENGL 1B, 2A, 2B, 2C, 2D, 2E, 2H, 2I, 2J, 4A, 4B, 5A, 5B; HIST 1, 2, 3, 4A**, 4B**, 5, 6, 7A, 7B, 10, 12, 14, 18, 19; HUM 3, 4, 5, 10; PHIL 1, 3A, 3B, 6A, 6B, 7A**, 7B**, 8, 15; SPAN 2A, 2B</p>	<p>9 units</p>
<p>AREA 4 – SOCIAL AND BEHAVIORAL SCIENCES</p> <p>Three courses from at least two disciplines or an interdisciplinary sequence ANTH 2, 3, 5, 10; CD 2, 3; CMUN 4; ECON 1, 2, 10; GEOG 2; HIST 1, 2, 3, 4A**, 4B**, 5, 6, 10, 12, 14, 18, 19; JOUR 10; PHIL 12; POLS 1, 3, 4, 12; PSYC 1A, 1B, 2, 3; SOC 1A, 1B, 3, 4, 10; SSCI 1</p>	<p>9 units</p>
<p>AREA 5 – PHYSICAL AND BIOLOGICAL SCIENCES</p> <p>Two courses, (minimum of 7 units), one Physical Science course and one Biological Science course, one of which must include a lab (Lab courses are underlined) Physical Science – ASTR 1; <u>CHEM 1A, 1B, 12A, 12B, 30A, 30B</u>; <u>GEOL1</u>; <u>GEOG1</u>; PSCI 1; <u>PHYS 1, 2A, 2B, 4A, 4B, 4C</u> Biological Sciences – ANTH 1; <u>BIO 1, 4, 5, 7, 8, 9, 10, 13, 15</u>; <u>ECOL 1</u></p>	<p>7-9 units</p>
<p>Language other than English (UC requirement only) – Complete two years of the same foreign language at high school level with a grade of "C" or better, <u>OR</u> earn a score of three or higher on the Foreign Language Advanced Placement exam <u>OR</u> complete up to the equivalent of two years of foreign language or higher at Gavilan <u>OR</u> the equivalent at another college.</p>	
<p>CSU Graduation Requirement in U.S. History, Constitution and American Ideals – Not part of IGETC and you may NOT use the following courses to satisfy requirements for IGETC. (May be completed prior to transfer.) For the baccalaureate degree, one of the following combinations is required: HIST 1 & 2, HIST 1 & 19, HIST 2 & 18; POLS 1 with either HIST 1, 2, 18 or 19.</p>	
<p>Note: Transfer credit of certain courses (especially Science & Math) may be limited by either UC or CSU or both. Consult with a counselor.</p> <p>** Approved for fall, 2005 ☐ Approved retroactively for Fall, 1999</p>	<p>University of California (UC) does not grant credit for College Level Examination Program (CLEP) exams. CLEP credit WILL NOT be used to certify IGETC. Some California State Universities (CSU) will grant credit for certain areas and some will not grant credit at all. Transfer students are advised to contact the university (CSU) they will be attending for specific information regarding CLEP credit.</p> <p>NOTE: Courses listed under more than one discipline or area may be used only once to satisfy an area.</p>

CSU General Education (Breadth) Requirements 2005 - 2006

certified by Gavilan College

Students transferring to the California State University system will qualify for admission as upper division transfers if they have completed 60 transferable units with a GPA of 2.0 ("C") or better (non-residents 2.4 or better). Within the 60 unit requirement, the 9 units in Area A (Communication), Area B-4 (Mathematics), and 18 additional semester units of general education coursework must be completed with a grade of 2.0 ("C") or better in each course.

Students who complete the following pattern will have satisfied the lower division General Education requirements for the California State University BA/BS degree. A minimum of 9 semester units of General Ed coursework must be completed at the upper division level after transfer; some CSU campuses require more than 9 units. See a counselor for further information.

Students completing the General Education Pattern below will not have to take any more lower division general education courses at the university provided they request a general education certification from the Office of Admissions and Records before transferring.

<p>AREA A – Communication in the English Language and Critical Thinking 9 units</p> <p>Select one course from each category. All courses must be completed with a grade of "C" or better.</p> <p>A-1 Oral Communication – CMUN 1A, 8 or 10 A-2 Written Communication – ENGL 1A A-3 Critical Thinking – PHIL 2, 4 or ENGL 1C</p>
<p>AREA B – Physical Universe and its Life Forms 9 units</p> <p>One course from each category. The Physical or Life Science course must include a laboratory.</p> <p>B-1 Physical Science – ASTR 1; <u>CHEM 1A</u>, <u>1B</u>, <u>12A</u>, <u>12B</u>, <u>30A</u>, <u>30B</u>; <u>GEOG 1</u>; <u>GEOL 1</u>, 13; <u>PHYS 1</u>, <u>2A</u>, <u>2B</u>, <u>4A</u>, <u>4B</u>, <u>4C</u>; PSCI 1 B-2 Life Science – ANTH 1; <u>ECOL 1</u>; <u>BIO 1</u>, <u>4</u>, <u>5</u>, <u>7</u>, <u>8</u>, <u>9</u>, <u>10</u>, <u>13</u>, <u>15</u>, <u>20</u> B-3 Laboratory Activity – Lab courses are underlined and are included in B-1 and B-2 B-4 Mathematics/Quantitative Reasoning (Grade "C" or better) – CSIS 26; ECON 11**; GBUS11**; MATH 1A, 1B, 1C, 2, 2C, 5, 6, 7, 8, 8A, 8B, 9^o, 10^o, 12, 14, 26</p>
<p>AREA C – Arts, Literature, Philosophy and Foreign Language 9 units</p> <p>Required: English 1B and one course from C-1, and one course from C-2</p> <p>C-1 Arts – (Art, Dance, Music, Theatre) - Minimum of 2 units from one of these courses – ART 1A, 1B, 2A, 3A, 6, 8A, 10A, 13, 14**, 20, 21, 25A; CD25A; CMUN 2; HUM 10; MUS 1A, 1B, 3A, 4A; THEA 1, 4, 7, 12A C-2 Humanities (Literature, Philosophy, Foreign Languages) – ART 11, 21**; ENGL 2A-E, 2H, 2I, 2J, 4A, 4B, 5A, 5B, 9A-C; Foreign Language: SPAN 1A, 1B, 2A, 2B, 9A, 12A, 12B; HIST 1, 2, 3, 4A**, 4B**, 5, 6, 7A, 7B, 10, 12, 14, 18, 19, 21**; HUM 3, 4, 5, 10; JOUR 10; PHIL 1, 3A, 3B, 6A, 6B, 7A**, 7B**, 8, 15; SOC 10</p>
<p>AREA D – Social, Political, and Economic Institutions 9 units</p> <p>Two requirements: select one course from Requirement 1, and 2 courses from Requirement 2.</p> <p>Requirement 1: HIST 1, 2, 18, 19 or POLS 1 Note: For the baccalaureate degree, one of the following combinations is required: HIST 1 & 2, HIST 1 & 19, HIST 2 & 18, POLS 1 with either HIST 1, 2 or 19.</p> <p>Requirement 2:</p> <p>D-1 Anthropology and Archeology – ANTH 2, 3, 5, 8, 10 D-2 Economics – ECON 1, 2, 10 D-3 Ethnic Studies - CMUN 4; HIST 10, 12; SOC 3 D-4 Gender Studies – SOC 4; HIST 5, 6 D-5 Geography – GEOG 2 D-6 History – HIST 1, 2, 3, 4A**, 4B**, 10, 12, 14, 18, 19 D-7 Interdisciplinary Social and Behavioral Science – AJ 6; ANTH 9; CMUN 4; CD 7; POLS 6; PSYC 6, 7; ; SSCI 1 D-8 Political Science, Government, and Legal Institutions – PHIL 12; POLS 1, 3, 4, 12 D-9 Psychology – CD 2, 3, PSYC 1A, 1B, 2, 3 D-0 Sociology and Criminology – JOUR 10; SOC 1A, 1B, 3, 4, 10</p>
<p>AREA E – Lifelong Understanding and Self-Development 3 units</p> <p>1. Unit from any Physical Education activity course 2. Two units from – AH 3, 11; BIO 11; CD/PSYC 2** + 3** (acceptable for Area E only if taken in combination); GUID 1; HE 1, 2; PSYC 5, 41; SOC 21</p>
<p>Note: Transfer credit of certain courses (especially Science & Math) may be limited by either UC or CSU or both. Consult with a counselor.</p> <p>** Approved for fall 2005 ^o Approved retroactively for fall, 1999</p> <p style="text-align: right;">Courses listed under more than one discipline or area may be used only once to satisfy an area.</p>

GENERAL INFORMATION

Attendance

Students who fail to attend the first class session may be dropped by the instructor. Generally, students missing one more class hour than the unit value for that course, without making prior arrangements, may be dropped without the possibility of credit. However, a student should not assume that he or she will be dropped by the instructor; it is the responsibility of the student to make sure that courses are officially dropped.

Advisorles

Course advisory is recommended preparation for a course. It is not a prerequisite to taking a course but is strongly suggested that the advisory be met prior to enrollment as success in the course may depend upon having that skill or knowledge level. For example, a course advisory that reads "to be eligible for English 250 and English 260 in order to enroll in Psychology 1A" strongly recommends that you have successfully completed (with a "C" grade or better or a "credit") the previous courses, English 440 and English 260. This becomes critical in being able to read and understand college textbooks.

Campus Safety and Crime Statistics

Contact the Gavilan College Security Dept. at 408-710-7490 (or dial "10" from any campus extension) to report criminal or potential criminal activity. For non-emergency calls, you may call the security office at 408-848-4703.

Campus safety information and crime statistics are available online at www.gavilan.edu/safety. If you would like a hard copy of this information, copies are available at Admissions and Records (SC111) and the Campus Security office (S/M bldg.) or call 408-848-4703 to have a copy mailed to you.

Course Repetition

There are limitations on the number of times a student may repeat a course. All courses listed in this publication with no repeat notation following the description may be repeated only once if a grade of D, F, or NC was earned. A student may petition to repeat a course beyond the limitations listed providing there are extenuating circumstances such as verified cases of accidents, illness, or other circumstances beyond the control of the student or because there has been a significant lapse of time (3 years or more) since the student previously took the course.

To repeat a course in which the student has received a final grade of "C" or better a student files a Request to Repeat a Course Under Special Circumstances prior to registering for the course again. Units and grade points for the repeated course are not computed in the grade point average in this version of course repetition.

Credit/No Credit, Letter Grade Option

For some courses, students have the option of selecting a final grade of Credit/No Credit or a traditional letter grade of "A", "B", "C", etc. Review the course description in this schedule to determine which courses are designated as having this option.

Before selecting a grading option, students should consider the following:

- Once the option has been selected, the student's decision is final and irreversible.
- To select one option over another, a student must complete the Grading Option form and file it with the Admissions & Records Office prior to the NRS (No Record

The Gavilan Community College district assumes no liability for loss of damage of student personal property.

Shown) date for the course. This date is either the end of the fourth week (for a semester-long course) or 30% of the course meetings (for a short-term course.)

- If the student opts for a Cr/NC final grade, the units are not included in the semester GPA but are considered for the purposes of academic and progress probation and dismissal.
- A Cr/NC grade is not used in consideration of honors.
- A total of 20 units of Cr/NC graded units (not including those courses required by the major which are designated Cr/NC only) may be applied to an Associates's Degree or Certificate.
- The student should carefully consider the transferability of Cr/NC units to other institutions. Some universities may not accept any credit/no credit courses and others limit the amount of credit/no credit units that will be accepted. Please consult your counselor before selecting the credit/no credit option.

Prerequisites and Co-requisites

A prerequisite is a course or skill level that is required before you can enroll in another particular course. For example, English 250 is a prerequisite for English 1A. Courses used to meet prerequisite requirements must have been completed with a "C" grade or better or "credit".

A co-requisite is a set of courses that you must take at the same time. For example, Math 209 is a co-requisite for Math 9.

If you believe that you have the equivalency of the prerequisite through another means (courses at another college, AP tests, work experience, etc.) speak with your counselor about this or complete a Verification of Prerequisite form (available in this schedule).

CHALLENGING A PREREQUISITE

Students who believe that they have already fulfilled a prerequisite, or that a prerequisite has been improperly established or implemented, may challenge the prerequisite. The student is responsible for providing compelling evidence to substantiate the challenge based on one of the following:

- The prerequisite course has not been made reasonably available.
- The prerequisite was established in violation of regulation or in violation of the District-approved processes.
- The prerequisite is in violation of this Article.
- The prerequisite is discriminatory or is applied in a discriminatory manner.
- The student has the knowledge or ability to succeed in the course despite not meeting the prerequisite.

Challenge forms are available in the Admissions & Records Office or from a counselor and must be completed and returned to the Vice President of Instruction prior to the first day of classes.

Transcripts

Transcripts of a student's permanent academic record are released ONLY with written authorization of the student. Telephone requests will not be accepted. The first two copies are free; there is a \$4 charge for each copy thereafter. Transcripts are normally sent out within five days of the request. This response time may be longer during busy periods such as the first two weeks of a new semester. Urgent requests cannot be honored during the late registration period but can normally be produced within an hour at a cost of \$7 per copy.

DISCRIMINATION / HARASSMENT COMPLAINTS

Call Equal Opportunity Officer at 408-848-4715.

POLICIES AND PROCEDURES

Academic Freedom

It shall be the policy of the College to maintain and encourage full freedom for its faculty to teach, research and pursue knowledge subject to the applicable provisions of law.

In the exercise of this freedom the faculty member may, as provided in the U.S. and California Constitutions and other applicable laws, discuss his/her own subject or area of competence in the classroom, as well as any other relevant matters, including controversial matters, so long as he/she distinguishes between personal opinions and factual information.

Faculty shall be free from unlawful harassment or from unlawful interference or restrictions based on political views.

Faculty shall be free from any and all forms of electronic or other listening or recording devices, except with his/her express and non-continuing consent, except where allowed otherwise by law.

The Board shall not unlawfully inquire into, nor predicate any adverse action upon a faculty member's personal, political or organizational activities or preferences.

The Board shall not interfere with a faculty member's freedom of speech or use of materials in any teaching assignment, except as allowed by law.

The intent is to allow those activities protected by constitutional freedom of speech and other forms of academic freedom protected by the laws of the State of California and the laws of the United States.

Open Enrollment

Unless specifically exempted by statute, every course, course section or class, the average daily attendance of which is to be reported for state aid shall be fully open to enrollment and participation by any person who has been admitted to the college and who meets all prerequisites. Class enrollment is limited by size of facility and program content. Gavilan College is in compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990.

American's With Disabilities Act (ADA) Compliance

If you have a verified disability and need academic materials in an alternate format or other services, contact the Disability Resource Center or the Vice President of Instruction and Student Services for assistance.

Resources for Students with Disabilities

Students requiring academic or physical accommodations because of visual, physical, learning and/or other verified disabilities should contact the Disability Resource Center at 408-848-4865.

Prohibition of Harassment and Hate Crimes

Reference: Education Code sections 212.5; 66252; 66281.5

The District is committed to providing an academic and work environment that respects the dignity of individuals and groups. The District shall be free of sexual harassment and all forms of sexual intimidation and exploitation. It shall also be free of other unlawful harassment and hate crimes, including those which are based on any of the following statuses; race, color, religion, ancestry, national origin, disability, sex (i.e., gender), sexual orientation, or the perception that a person has one or more of the foregoing characteristics.

Non-Discrimination

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

Sexual Assault

Sexual assault is a crime regardless of when or where it occurs, or what the relationship is between the attacker and the victim. Gavilan College is committed to providing a safe environment for students and staff. Reports of sexual misconduct will be thoroughly investigated and the victim informed of the outcome.

If you, or someone you know, have been the victim of sexual assault, notify Campus Security 848-4703 or 710-7490. Confidential counseling is available on campus through Counseling 848-4723 or Student Health Services 848-4791.

Off campus confidential counseling is available at Community Solutions: (408)779-2115 and (831) 637-SAFE : (831) 637-7233.

Title VI, Title IX, and ADA/Section 504/508

To file complaints in the following areas please contact the Equal Opportunity Officer, Joseph D. Keeler, Vice President of Administrative Services, HR101 (408-848-4715) or Shairon Williams, Director of Human Resources, HR103 (408-848-4753).

The areas are:

- Civil rights complaints (Title VI)
- Gender equity, sex discrimination/harassment complaints (Title IX)
- Persons with disabilities discrimination complaints (ADA/Section 504/508)

Vocational English Skills

Limited English language skills will not be a barrier to admission to and participation in vocational education programs.

Gavilan's Grade Policy

Grade	Grade Points	Definition
A	4	Excellent
A-	3.7	Excellent
B+	3.3	Good
B	3	Good
B-	2.7	Good
C+	2.3	Satisfactory
C	2	Satisfactory
D	1	Passing, Less Than Satisfactory
F	0	Failing
CR*	0	Credit - at least satisfactory, units awarded not counted in grade point average or in consideration of honors.
NC*	0	No Credit - less than satisfactory or failing, units not counted in grade point average.
I	0	Incomplete - incomplete academic work for unforeseeable, emergency and justifiable reasons after the last day to withdraw with a "w". Request for this grade must be initiated by the student. Work to be completed must not involve further class attendance or instruction. The Incomplete must be made up during the next term of attendance, summer excluded, within the next year.
W	0	Withdraw - withdrew from class after the NRS (No Record Shown) period and before the W deadline. Students withdrawing from courses after the W deadline must be awarded a letter grade or, if appropriate, request an incomplete (see above.)
MW	0	Military Withdrawal

* To be used ONLY if final grade for a course is designated Credit/No Credit

Drug Free Schools and Campuses Act

District Policy AP 3550 prohibits "the use, distribution, sale or possession of alcohol, narcotics, dangerous or illegal drugs or other controlled substances, as defined in California statutes, on District property or at any function sponsored by the District." Gavilan College complies with the Drug-Free Schools and Campuses Act of 1989 and the Drug-Free Workplace Act of 1988.

The college recognizes the legal drinking age of 21 years and enforces all state laws regulating the use of alcoholic beverages. All members of the campus community are subject to disciplinary action and/or criminal prosecution for the on-campus possession, use, sale or distribution (by either sale or gift) of any quantity of inappropriate prescription drugs, or controlled substances as defined by the State of California Health and Safety Code. Students found to be in violation of this policy may be subject to the Standards of Student Conduct and Discipline Procedures. If warranted, employees will also be subject to disciplinary sanction.

For Free Confidential Assistance:

On-Campus:

- Counseling Center, 408-848-4723
- Student Health Services, 408-848-4791

Off-Campus:

- Alcoholics Anonymous, 408-374-8511; www.AASanJose.org
- Narcotics Anonymous, 408-998-4200
- National Council on Alcoholism & Drug Dependence 408-292-7292

Further detailed information on the risks associated with the use of alcohol and other drugs may be obtained from the Gavilan College website: www.gavilan.edu. Click on Drug Free Schools and Campus Act of 1989 and the Drug Free Workplace Act of 1988.

Health Consequences:

- Impaired learning due to poor concentration, fatigue, drowsiness, anxiety, altered perception, confusion, indifference, depersonalization, memory loss, panic attacks and drug-induced psychosis.
- Impaired judgment leading to driving under the influence of alcohol/other drugs, accidents, violent and abusive behavior, criminal acts, financial troubles, unwanted pregnancy, sexually transmitted diseases, acquaintance rape, attempted or accomplished suicide, permanent injury or death as a result of substance overdose.
- The use of intravenous drugs can result in hepatitis, tetanus, abscesses, and AIDS.
- The use of stimulants can lead to cardiac fibrillation, heart attack, seizures, respiratory arrest and death.
- The most common negative health consequences from occasional drinking are trauma incidents such as auto accidents and violent behavior which involve both the drinker and non-drinking victims.
- Long-term alcohol abuse can cause brain damage, cirrhosis of the liver, hepatitis, permanent coordination loss, ulcer disease, gastritis, pancreatitis, heart disease, stroke, anemia, sexual dysfunction, cancers and many other health problems.

Legal Sanctions:

As a student, if you are under the influence of alcohol and/or other drugs, or if you are discovered selling or dispensing drugs on campus or at any college function, you can be suspended, expelled and criminally prosecuted.

If you are an employee at Gavilan College, you may be placed on probation, terminated and criminally prosecuted for the use, sale or possession of illegal drugs and/or alcohol on campus, or at college sponsored events.

For a first offense of driving under the influence of alcohol and/or drugs, you may serve 96 hours to six months in jail and pay a fine. It is unlawful for anyone with a blood alcohol content (BAC) level of .08 percent or above to drive a motor vehicle or ride a bicycle on a highway. For pot or marijuana (1 oz. or less), you can be fined up to \$100 and receive a criminal citation.

- For possession of marijuana (more than 1 oz.) you may receive up to 6 months in county jail, up to a \$500 fine, or both.
- For possession of cocaine you can be imprisoned in a state prison.
- For sales of any illegal drug you can be imprisoned in a state prison.
- Any person under the age of 21 years who has any alcoholic beverage in his or her possession on any street or highway or in any public place can be convicted of a misdemeanor.
- It is a misdemeanor crime to sell, give or furnish alcohol to anyone under 21 years of age.
- Carriers of motor vehicle insurance can increase premiums, cancel or deny renewal as a result of driving-under-the-influence convictions.

Family Educational Rights and Privacy

In compliance with the Federal Family Education Rights and Privacy Act of 1974 (also known as the Buckley Amendment) and California Title V regulations (SB 182), Gavilan has adopted the following policy:

- Official academic, discipline and other necessary records are maintained on all students who have applied to attend Gavilan College.
- These records are maintained by and in the Admissions & Records Office and the Office of the Vice President of Student Services.
- These records will be released only upon the written authorization of the student upon payment of any or all fees and charges due the college, except as provided by law. Unless otherwise directed, the following directory of information may be released by Gavilan without written consent of the student:
 - name of the student
 - dates of attendance at Gavilan
 - date of graduation and degree or certificate awarded

Students who do not wish to have the above information released as directory information may notify the Admissions & Records Office in writing within the first week of each term. Copies of the complete federal and state regulations are available in the Vice President of Student Services Office and may be reviewed by students by appointment.

Parking on Campus

Permits are available during all registration periods. All vehicles parked on the main campus are required to display a parking permit. Day permits are available from coin-operated machines located in parking lots A, E and at the south entrance to campus. Student parking is permitted in Lots A, C, E or H except where restricted to staff, guests, or the disabled. Parking Lot D is reserved for staff and disabled only. Guest parking permits are issued at the switchboard in Administration building. Disability parking is available in all lots to those displaying a placard from the Department of Motor Vehicles.

Student and staff parking is enforced by the campus security department and local law enforcement: Mon - Thurs: 7am-10 p.m and Fri: 7 am- 5 pm. All other spaces and areas are enforced at all times. A complete list of parking regulations is available at the main switchboard/reception area and outside the security office.

Smoke-Free Buildings (BP 6500)

Smoking is prohibited inside all public buildings, within twenty five feet of all entrances/exits, operable windows or ventilation air intake. Smoking is also prohibited in all college-owned vehicles. Tobacco products shall not be sold on campus either through vending machines or campus establishments. Implementation of the campus smoke-free environment policy will be the responsibility of every student, faculty member, staff person and visitor on campus.

Students' Problem Resolution Process

Procedures have been adopted to allow for student grievances against Gavilan staff members. The formal policy is available in the lobby of the Admissions Office, in the college catalog and on the Gavilan College website, www.gavilan.edu. Students are encouraged to resolve issues informally by talking with college staff members.

STUDENT SERVICES

CalWORKs

CalWORKs helps students who receive public assistance to become self-sufficient through the provision of education, employment and supportive services. The program is administered through the Extended Opportunity Programs and Services (EOPS) Department for those who are currently receiving cash assistance. The occupational programs for CalWORKs students are linked to the demands of the local labor market and can assist students with a career track that will lead to a family-supporting income. The support services that CalWORKs provides include academic, personal and career counseling, textbooks, employment assistance and job placement and liaison with county departments of social services.

The EOPS/CalWORKs staff is friendly and supportive and will work with students to help them reach their goals. The office is located in L101 A & B, next to the library and is open Monday through Friday, 8 a.m. to 5 p.m. Interested students may call 408-848-4813.

CARE

The Cooperative Agencies Resources for Education (CARE) is a special program designed to assist single parents who attend or would like to attend Gavilan College. CARE is a joint effort among the Department of Social Services, EOPS and Gavilan College. To be eligible for CARE, a student must be at least 18 years of age, head of household single parent/grandparent receiving cash assistance from the Department of Social Services, have at least one child under 14 years of age and be eligible for EOPS.

Services provided include:

Transfer and vocational education and counseling • Priority registration • Academic tutoring • Financial assistance with transportation, books, supplies, grants • Other support services

For additional information, call 408-848-4790 or visit the EOPS office located in L101 A & B.

Career/Transfer Resource Center See ad on page 13.

Child Development Center/Preschool

The Child Development Center provides care for preschool children in two state-funded programs for families whose monthly income meets eligibility criteria. In addition, a fee based preschool program is available to all parents. These programs serve children with disabilities and special needs as well as children who are limited or non-English speaking. The Center is the only facility in Gilroy that is accredited by the National Association for the Education of Young Children (NAEYC)

The Center is located above parking lot C and is open Monday - Friday. For more information, call 408-848-4815.

Disability Resource Center (DRC)

DRC provides a variety of services and classes in an effort to equalize educational opportunities for students with disabilities as they move toward their educational or vocational goals.

Services include:

Note taking • Academic, Career and Personal Counseling • Referral Services • Learning Skills Assessment • Vocational Classes • Academic and Educational Tutoring • Registration Assistance • Mobility Assistance • Vocational Aptitude Testing • Multi-media Educational Aids • Sign Language Interpreting • Job Training and Placement • Accommodations • Alternate Media Services

DRC CLASSES OFFERED:

Guidance Courses:

Guid 530	Job Readiness
Guid 557	Learning Skills Assessment
Guid 558	Learning Skills Laboratory
Guid 560	Individualized Basic Skills Development
Guid 561	Writing Skills
Guid 562	Directed Study Lab in Arithmetic
Guid 563A/B	Directed Study Lab in Algebra
Guid 564	Directed Study Lab in Pre-Algebra

Adapted Physical Education:

PE 34/534	Adapted Aquatic Exercise
PE 35/535	Adapted Swimming for Total Fitness
PE 36/536	Adapted Physical Education
PE 38/538	Adapted Cardiovascular Conditioning and Training

Computer Science Classes:

CSIS 570	Computer Access Evaluation
CSIS 571	Computer Assisted Instruction
CSIS 572	Adaptive Computer Basics

Vocational Preparation: These programs are offered at three sites: Gavilan College, HOPE in Gilroy and HOPE in Hollister.

Students requiring accommodations or arrangements because of hearing, visual, or other disabilities should contact their instructor, counselor, or the Adapted Services Specialist at the Disability Resource Center located in LI 117. For more information call 408-848-4865.

Gavilan College

MEDIATION SERVICES

free to all students



you talk, you listen, things change

For general mediation services
contact Leslie Tenney: 846-4951
For general mediation information
contact the Counseling Department:
848-4723 or go to www.gavilan.edu/mediation

Extended Opportunity Programs and Services (EOPS)

Extended Opportunity Programs and Services provides access and support services for low-income students facing social, economic and educational challenges.

The EOPS Program services include:

Counseling: Academic, career and vocational counseling • Personal problem-solving and crisis intervention • Vocational interest testing • Four-year college transfer assistance • Field trips to major four-year colleges • Community agency and emergency referrals

Financial Assistance: grants • book vouchers

Specialized Workshops for facilitating student success

Other Services: student computer center • one-on-one tutoring • book lending service • priority registration

The EOPS office is located in L101 A & B in the library and is open Monday through Friday, 8 a.m. to 5 p.m. Students who are interested may call 408-848-4740.

Health Services

Gavilan College provides a full-time college nurse who provides health services, health information, health counseling and referrals.

Students receive confidential, personal health counseling for a variety of health concerns. Health Services provides first aid treatment, blood pressure screening, tuberculin skin testing for work/study students, HIV testing referrals, condoms and over-the-counter medications such as aspirin. Pamphlets and classes are available on nutrition, hepatitis, stress management, AIDS and other health topics provided in small group settings. Referrals for health conditions including alcohol and drug intervention are available. Health Services provides first aid kits for the campus and at the satellite sites and responds to campus emergencies. Information regarding outside health insurance for the college student is also available.

Health Services is a comprehensive "one stop" center for a variety of health services located in the Admissions Building (SC 118.) Services are free and available Monday - Friday on the main campus in Gilroy. For additional information call 408-848-4791.

MESA

The MESA (Mathematics, Engineering, and Science Achievement) Undergraduate Program is a partnership between the University of California (UC) and California Community College Chancellor's Office. The program provides services to qualified students who are 1) majoring in math-based fields (i.e. CHEM, CSIS, ENGR), and 2) planning to transfer to 4-year universities in order to graduate with baccalaureate degrees and have financial need and are first generation college students. Open to all eligible students, MESA emphasizes participation by educationally underserved students. MESA provides a study center, Academic Excellence Workshops, tutoring, university trips, academic advising, workshops and more. The MESA Study Center is located in PH 105 - www.gavilan.edu/mesa. For more information call 408-846-4968.

Outreach and Recruitment Services

The services of the Outreach and Recruitment Office are designed to familiarize the community with the variety of programs and services available at Gavilan College. We will schedule tours of the campus or visits to a specific department, or provide information on academic, vocational and transfer opportunities. Outreach and Recruitment will also arrange for representatives from Gavilan to make presentations at your school or event.

For further information or to schedule a workshop, presentation or tour, please contact Outreach Services at outreach@gavilan.edu or call (408) 846-4993. Office location: BU 125.

Puente

The mission of the Puente Program is to increase the number of educationally underserved students who plan to transfer to four-year colleges and universities, earn degrees and return to the community as leaders and mentors to future generations. Puente is open to all students.

English Instruction: Puente students take two consecutive writing classes, English 250 (Practical Writing) and English 1A (Composition). These classes provide a supportive and stimulating environment for Puente students to build confidence in their writing skills through an exploration of the Mexican American/Latino experience.

Counseling: Puente students work closely with their Puente counselor until they graduate, exploring career options, developing an academic educational plan and identifying lifetime goals. Students visit University of California and California State University campuses and attend an annual Puente student transfer conference. All Puente students are also required to enroll in Guidance 6 (Life Skills for Higher Education) and Guidance 1 (Self-Assessment and Career Development).

Mentors: Each Puente student is matched with a mentor from the business or professional community. Mentors share with students their personal, academic and career experiences, and provide a window into "real-life" work environments. The network of trained Puente mentors provides many resources for the Puente students, their families, their colleges and their communities. If you are interested in more information please visit SC 105 or call 408-848-4807.

See also: class listings on page 85.

Transfer Institute

The Transfer Institute (TI) is a selective program designed for students who want to transfer to a public or private university in two years. Recent high school graduates who are academically prepared for college level work and students with placement in college level English and math are eligible.

The Transfer Institute will guide the student through the transfer process in the most efficient and effective means possible.

As a part of the Transfer Institute students will save time and money by completing the freshman and sophomore years at Gavilan College. Students will also meet and get to know other students who share their goals and ambitions.

Transfer Institute students receive:

- early registration
- a dedicated counselor to guide and monitor you through the transfer process
- pre-transfer events and activities with four-year universities
- access to activities designed to ensure your success at Gavilan College
- assistance with the identification of and preparation for a college major
- a two-year agreement guaranteeing transfer goals

A Transfer Institute application is on page 132 of this schedule of classes. Contact the Counseling Department at 408-848-4723 for more information.

Transfer Services See Career/Transfer Resource Center ad - page 13.

TRIO Student Support Services

The TRIO Student Support Services Program is funded by the Department of Education to specifically identify and support students who fit one of the following criteria: "first generation" college students, low income or students with verified disabilities. TRIO provides additional services such as academic counseling, tutoring, technology access, learning communities, cultural and social activities, and university visits.

TRIO is committed to increasing students' success in math and English courses and creating a "sense of place" for those who sometimes feel isolated and disconnected during their college experience. If you are interested in more information please visit the TRIO Program in the Student Center (SC 160 & 161), or call 408-848-4707.

Veteran Affairs Benefits

Gavilan College recognizes credit and grants credit to veterans and reservists for service and training completed in the armed forces. Gavilan College reports as credit for prior training only those prior units that are required for the student's current objective at Gavilan College. Students having questions pertaining to eligibility for benefits, application procedures and other veteran matters should contact the Office of Veteran Services located in the Financial Aid Office (SC124).

Instructional Support and Labs

Bookstore See ads on pages 53 (fall) and 123 (summer).

Computer Place

The Computer Place is a student service that supports student learning and academic success. Services provided include internet and email access, word processing, Spanish, Math and Allied Health support software, free printing in black and white, minimal charge for color printing, scanning and transparencies. For more information, call 408-848-4729 or visit the center in the Library (LI 168) Monday - Thursday, 8:00 am - 6:00 pm and Friday, 8:00 am - 2:00 pm.

ESL Computer Lab

The ESL Program has its own dedicated computer lab with a variety of software programs for all levels and classes. Students, at their convenience, practice and enhance language learned in class. The ESL lab is located in the Business Building (BU119.) Call 408-848-4856 for more information.

First-Year Experience

Gavilan College offers a program for "first-time," new students who want to strengthen their reading, writing and study skills while at the same time becoming familiar with the campus and its resources. Teachers and counselors work together to help students develop connections between the courses and their college experience. The goal is to help students build a strong foundation and place them on the road for college success. See class listings on page 80 or 133.

Library

The Gavilan College Library delivers an array of print and electronic resources to the college community. Augmenting the 60,000 title printed book collection are 9,000+ e-books, and over 2,500 magazine titles, many available online in electronic databases. The Library staff prides itself on being a leader in information literacy projects and web-based instruction and has received several state grants supporting that effort. The Library faculty also teaches various courses on internet use, and works in tandem with other faculty in planning and revising courses with an information literacy component.

The Library homepage at www.gavilan.edu/library/ provides an online catalog of our book collection, links to various class websites and key online resources. The Library is open from Monday-Thursday, from 8:00 am - 6:00 pm and Friday from 8:00 am - 2:00 pm. For more information call 848-4810 (Circulation) or 848-4806 (Reference.)

Math Lab

The math lab provides a place for students to practice math skills and receive individualized help with math problems at every level, from Basic Mathematics to Calculus. Students can work with math instructors, the math lab assistant or other students. Computers in the lab provide tutorial software as well as math software for Geometry, Statistics and Calculus projects. The Math Lab is located in the Physical Science Building (PH 101.) To download the daily schedule or for free math downloads, visit the website at <http://gavilan.edu/mathlab/>. For more information, call 408-848-4959.

Reading Lab

The Reading Lab supports students who have enrolled in reading and ESL courses. For more information, call 408-846-4980 or visit the lab in the Library (LI200a.) The lab is open Monday through Thursday 8:00 am - 3:00 pm; Friday 8:00 am - 12:00 pm.

Tutoring Center

The Tutoring Center is a place where students with diverse academic needs gather together to receive learning assistance. The basic philosophy of the Tutoring Center is to assist students in the improvement of their learning skills and understanding of course content. This is accomplished by providing students with an opportunity to discuss processes and concepts, share ideas, give examples and practice, and summarize their findings in a collaborative environment. The goal of the Tutoring Center is to guide students to independent learning.

Day and evening tutoring services are free to all Gavilan College students. The Tutoring Center is located in the Library (LI 116.) Call 408-848-4838 for more information.

Writing Center

The Gavilan College Writing Center fosters, celebrates and encourages writers.

Specially trained student assistants help writers start and strengthen class assignments as well as poetry, short stories, song lyrics, business letters and resumes.

The center offers space for writing discussions, meetings, workshops and study groups. Special events include activities with acclaimed writers from our Visiting Writers and Scholars in Residence programs. The center collaborates with faculty to increase the likelihood of students' academic success, providing links to assignments and effective research and writing strategies.

Call 408-848-4811 or drop by the center in the Library (LI 120) for information about scheduling. The center is open Monday - Wednesday, 8 a.m. - 6 p.m., Thursday, 8 a.m. - 8 p.m. and Friday, 8 a.m. - 1 p.m. (closed Thursdays from 2:30 - 4:30 p.m.)

LIBRARY DATABASES

<http://www.gavilan.edu/library>

- Access Science
- CINAHL
- Country Watch
- CQ Encyclopedia of American Government
- CQ Historic Documents Series Online
- CQ Public Affairs Collection
- CQ Researcher
- Enciclopedia Universal en Espanol
- Encyclopedia Britannica
- Ethnic NewsWatch
- Literature Resource Center
- NetLibrary EBooks
- ProQuest Newspapers
- ProQuest Nursing Journals
- ProQuest Research Library
- RAND California
- Westlaw Campus Research

GET YOUR LIBRARY CARD NOW!

Your library card gives you access to Library resources:

- Books, Ebooks, Reserve Materials and more.
- Access to computers in the Library.
- Access to all electronic databases, on campus or from home.

You can get your card in the library during our open hours. Library cards are available to registered Gavilan students, staff and faculty, as well as community residents with a valid photo identification.

INFORMACIÓN EN ESPAÑOL

La Misión

En un ambiente que fomenta creatividad y curiosidad intelectual, Gavilán "College" sirve a la comunidad ofreciendo experiencias de enseñanza de alta calidad y preparación para educación más avanzada, carreras técnicas y para servicio público, educación para toda la vida, y participación en una sociedad diversa y global.

¿Quiere Tomar Clases de Inglés? ¿Quién necesita tomar el examen de evaluación de ...

ESL (Inglés como Segunda Lengua)?

- Los estudiantes que no saben nada de inglés.
- Los estudiantes que saben un poco de inglés pero que no han tomado clases formalmente o que tomaron clases hace más de tres años.
- Los estudiantes que asistieron a la secundaria (high school) en este país por menos de un año.
- Los estudiantes que asistieron a la secundaria (high school) en este país por algunos años pero que no están seguros de su nivel de proficiencia en el inglés.

Los nuevos estudiantes que deseen tomar clases de Inglés como Segunda Lengua (ESL) deben inscribirse en la Oficina de Admisiones y Archivos para hacer una cita y tomar la evaluación apropiada después de llenar una solicitud. Cuando los estudiantes se presenten en la oficina de Inglés como Segunda Lengua (ESL) de acuerdo con su cita, tomarán un examen escrito y sostendrán una entrevista oral. Los resultados del examen y la información de la entrevista serán usados para recomendar y colocar a los estudiantes en las clases de Inglés como Segunda Lengua (ESL) que mejor les convengan. Los estudiantes estarán listos para inscribirse en las clases adecuadas al final de esta evaluación de tres horas. Los nuevos estudiantes en el Programa de Inglés como Segunda Lengua (ESL) recibirán una orientación sobre los servicios y regulaciones del Colegio Gavilán en sesiones ofrecidas durante las primeras dos semanas del semestre. Las orientaciones serán dadas en inglés y en español y los maestros se comunicarán con los nuevos estudiantes para asistirlos en seleccionar la sesión más conveniente.

Para más información sobre los cursos ofrecidos en el Programa de Inglés como Segunda Lengua (ESL), por favor consulte la página 80.

Apoyo para la Instrucción

Laboratorio de Computadoras de ESL

El programa de ESL tiene su propio laboratorio de computadoras con una variedad de programas para todos los niveles y clases. Los programas de software permiten a los estudiantes practicar y mejorar el lenguaje aprendido en clase. El ambiente amistoso les permite obtener práctica adicional cuando es conveniente. Trabajar con programas de software en las computadoras estimula la auto-confianza porque los estudiantes trabajan independientemente e interactúan con una computadora en vez de hacerlo con una persona, y además porque tienen múltiples oportunidades de ver un punto de lenguaje específico para mejorar habilidades de comprensión auditiva, comprensión de lectura, gramática, escritura, y pronunciación. Somos afortunados de poder ofrecer éste maravilloso recurso a nuestros estudiantes del programa de ESL.

Polizas y Procedimientos

Pendiente a la Mesa Directiva.

Formas Alternativas

El Catalogo y el Horario de Clases del Colegio Gavilán está disponible por petición en formato de medios alternos.

Por favor de contactar el Centro de Recurso de Invalidez en (408) 848-4865 o la Oficina del Vicepresidente de Servicios de Estudiante e Instrucción en (408) 848 4761 para su copia.

Servicios para los Incapacitados

Los estudiantes que requieren servicios o arreglos especiales debido a incapacidades auditivas, visuales o alguna otra incapacidad verificado deberán ponerse en contacto con su instructor, consejero, asesor o la oficina de Servicios para Estudiantes Incapacitados.

No Discriminación

El Distrito está comprometido a proveer igualdad de oportunidades en programas educativos, empleo, y acceso a programas y actividades de la institución.

Prohibición de Abuso y Ofensas por Discriminación

Referencia: Secciones 212.5; 66252; 66281.5 del Código Educativo

El Distrito está comprometido a proveer un ambiente de enseñanza y de trabajo que respete la dignidad de los individuos y grupos. El Distrito estará libre de ofensa y persecución sexual y todas la formas de intimidación sexual y abuso. Tambien estará libre de otros abusos y ofensas por discriminación incluyendo aquellas ofensas basadas en cualquiera de los siguientes estados: raza, religión, ancestro, origen, impendimiento, sexo (género), orientación sexual, o la percepción de que una persona tenga alguna de las características mencionadas.

Cumplimiento de ADA

Si usted tiene un impedimento verificado y necesita materiales o servicios de estudio en un formato alterno, contacte a DRC o al Vicepresidente de Instrucción y Servicios Educativos para obtener ayuda. Hay servicios para estudiantes con impedimentos verificados a través de DRC o a través del Vicepresidente de Instrucción y Servicios Educativos.

Derechos Educativos y Privacidad

Gavilan College está en cumplimiento de los Derechos Educativos Federales y Acto de 1974 (también llamado el Buckley Amendment) y las regulaciones del Título V de California (SB 182). Las siguientes reglas están en efecto:

1. Toda la documentación académica, documentación relacionada con problemas disciplinarios, y cualquiera otra documentación oficial es mantenida para todos los estudiantes que han solicitado admisión a Gavilan College.
2. La documentación oficial es mantenida por y localizada en la Oficina de Admisiones y Registros.
3. La documentación oficial será proveida únicamente cuando la solicitud o permiso sea hecha por escrito por parte del estudiante previo pago de cualquier cargo o costo a la institución, excepto en los casos provistos en ley.
4. La siguiente información puede ser proveida por Gavilan College sin consentimiento escrito por parte del estudiante:
 - a. el nombre del estudiante
 - b. las fechas de matriculación/asistencia a Gavilan College
 - c. la fecha de graduación y título o certificado recibido

La entrega de cualquier otra información requerirá consentimiento escrito del estudiante, excepto en los casos previstos en ley. Los estudiantes pueden notificar su deseo por escrito a la Oficina de Admisiones y Registros durante

la primera semana de cada sesión de estudios que no desean que los puntos enumerados en a), b) y c) pueden ser entregados.

- Los estudiantes tienen derecho a revisar sus propios archivos y la documentación que esté en ellos. Cualquier objeción a éstos archivos debe ser presentada por escrito al Vicepresidente de Instrucción y Servicios al Estudiante. Las objeciones serán resueltas por dicho vicepresidente, y la resolución será inserta en el archivo del estudiante pero no entregada con el resto de la documentación. En caso de desacuerdo sobre éste punto, la Política de Quejas de la institución estará en efecto.

Copias de las regulaciones federales y estatales y del Proceso de Resolución de Problemas Estudiantiles son disponibles a través de la Oficina de Admisiones y Registros y pueden ser revisadas por los estudiantes haciendo una cita con el Vicepresidente de Instrucción y Servicios Estudiantiles o el Director de Admisiones y Registros. El Proceso de Resolución de Problemas Estudiantiles también está disponible en éste catálogo, online, y en el Manual Estudiantil.

Habilidad en Inglés para Estudios Vocacionales

Habilidad limitada en Inglés no será obstáculo para ser admitido y participante en programas educativos vocacionales.

Título VI, Título IX, y Norteamericanos con Impedimento/Sección 504/508

Para presentar una queja en cualquiera de las siguientes areas, porfavor contactar al Oficial de Igualdad de Oportunidades, Joseph D. Keeler, Vicepresidente de Servicios Administrativos, HR 101 (408-848-4715) o Shairon Williams, Director de Recursos Humanos, HR103 (408-848-4753).

Las areas son las siguientes: quejas por violación de derechos civiles (Título VI), quejas por violación de igualdad de género, discriminación sexual, o abuso (Título IX) y quejas por violación contra personas con impedimentos (ADA/Sección 504/508)

Servicios Estudiantiles y Programas de Apoyo para la Instrucción

Servicios de Asesoría

Inscribirse y tener éxito en clases a nivel post-secundario requieren dedicación y tiempo. A veces ocurren problemas personales y familiares que distraen a los estudiantes de sus tareas y clases y en estos casos, la única solución parece ser abandonar los estudios. Antes de tomar esta decisión tan difícil, por favor consulte a un consejero. Una buena plática puede ayudar a poner la situación en perspectiva, identificar posibles soluciones, y dar el apoyo necesario para hacer modificaciones necesarias en el horario y las clases. Gavilán College provee consejeros que hablan español y las citas con ellos pueden ser hechas para el día o para la tarde. No hay que pagar por este servicio. Por favor llame al 408-848-4723 para hacer una cita.

Centro de Desarrollo de Niños

El Centro de Desarrollo de Niños provee cuidado para niños preescolares, en dos programas para familias con ingresos mensuales que satisfacen la criterio de elegibilidad. Estos programas sirven a niños con discapacidades y necesidades especiales y que no hablan inglés. Todos los programas requieren que los padres inviertan ciertas horas como voluntarios.

Centro de Recurso para Invalidez

Centro de Recurso para Invalidez ofrece asesoría individual para evaluar las destrezas de los estudiantes en las áreas de lectura, matemáticas, escritura, razonamiento, lenguaje oral, percepción y memoria. Los estudiantes que requieren servicios o arreglos especiales debido a incapacidades auditivas, visuales o alguna otra incapacidad deberán ponerse en contacto con su instructor, consejero, asesor o la oficina del Centro de Recurso para Invalidez.

¿Tiene Niños?

El Centro de Desarrollo Infantil del Colegio Gavilán

provee cuidado de niños hasta la edad de cinco años mientras que usted asiste a sus clases.

(408) 848-4815



Acreditado por NAEYC

CalWORKs

Programa de California de Oportunidad de Trabajo y Responsabilidad Hacia sus Niños

¡Vuelvase independiente a travez de educación, empleo y servicios de sostenimiento!

El programa CalWORKs del Colegio de Gavilán, localizado en el cuarto LI101A, provee soporte a estudiantes que reciben asistencia publica.

Para mas información, llame a 408-848-4813 o 408-848-4740.

Para información sobre clases de ESL, refiérase a la página 80.

Para información sobre clases de destrezas básicas, refiérase a la página 78 (ENGL 420, 439, 440) y página 93 (MATH 400, 402).

¿Necesita ayuda para comprar libros?

Si usted ya compro su tarjeta de Cuerpo Asociado de Estudiantes (ASB) usted podra aplicar para prestamos (maximo \$200) para comprar libros, en la Oficina de Ayuda Financiera, cuarto SC124.

Usted puede comprar la tarjeta de ASB en la Oficina de Admisiones y Archivos, cuarto SC111.



Servicios Económicos Para el Colegio - Solicitud para ayuda económica 2006-2007

La ayuda económica para costos del colegio, están disponibles para estudiantes de cualquier tipo de ingreso.

OFICINA DE AYUDA ECONÓMICA

Oficina SC 124

Abierto: lunes-jueves: 8 a.m. a 5 p.m., viernes: 8 a.m. a 3 p.m.

Horario de la Tarde: Las horas son extendidas de 5 a 7 pm durante el período de registración.

CÓDIGO ESCOLAR DEL COLEGIO GAVILÁN ES: 001202

El colegio Gavilán participa en varios programas de ayuda económica, que están diseñados para proporcionar ayuda a los estudiantes de necesidad económica. Esta ayuda es proporcionada por diferentes instituciones las cuales son: Federal, Estatal y Agencias Privadas.

Si está interesado en solicitar ayuda económica, adquiera una solicitud (FAFSA) en la oficina SC 124 o solicítela usando el Internet en la página www.fafsa.ed.gov. Si llena la solicitud usando el Internet, imprima y mande la página con su firma (signature page) o use su número secreto (PIN) para firmar la solicitud electrónicamente. Si desea aplicar para obtener su número secreto (PIN) ingrese a www.PIN.ed.gov. Las solicitudes también se pueden obtener por medio de los Consejeros de las Preparatorias (High School), Centro de Carreras de la Preparatoria y Bibliotecas Públicas.

Los requisitos para ayuda económica son:

- Tienen que comprobar que necesitan ayuda económica y que cumplen con las reglas de cada programa.
- Tienen que ser ciudadanos, o ser residentes permanentes de los EE.UU.
- Tienen que tener buen historial en préstamos estudiantiles, y no deber nada a la oficina de ayuda económica.
- Tienen que ser elegibles para recibir los beneficios de una educación superior.
- Hombres entre 18 y 25 años de edad tienen que registrarse en el servicio selectivo (militar).

NOTA: Si ha estado encarcelado por usar o vender drogas ilegales, puede ser no elegible para algunos programas de ayuda económica.

PÓLIZA DE PROGRESO SATISFACTORIO ACADÉMICO (SAP)

La oficina de ayuda económica requiere medir su progreso académico hacia un certificado, asociado, o un programa de transferencia a la universidad. Si sus metas no son uno de estos programas, no califica para ayuda económica. Su progreso será evaluado por lo mínimo una vez por año.

Si ha sido descalificado, tiene que atender a la sección de (SAP). Vaya a la oficina de ayuda económica para que se registre.

PROGRAMAS DE AYUDA ECONÓMICA

Ayuda Pagando la Matriculación: El programa (Board of Governor's Fee Waiver/BOG), ayuda a pagar parte de la matriculación. Solamente para residentes de California. Es para estudiantes de bajo ingreso familiar. La solicitud para el BOG se encuentra en la página 9-10.

Becas Gratuitas Federales y Estatales:

- Federal Pell Grant
- Federal SEO Grant
- Cal Grant
- Chafee Grant
- Child Development Grant
- EOPS Grant
- TRIO Grant

Becas Federales de Trabajo y Estudio: Proporciona al estudiante la oportunidad de ganar dinero, mientras aumentan su experiencia de trabajo. Se proporciona la ayuda basándose en la necesidad del estudiante.

Becas Generales: La beca es otorgada basada en el mérito del estudiante y/o necesidad económica. Los requisitos varían y son proporcionados por el donador de la beca. Las solicitudes generales de becas en el Colegio Gavilán se vencen el 2 de Marzo. Becas adicionales tienen diferentes fechas de vencimiento durante el año escolar. Las solicitudes están disponibles en la oficina de ayuda económica. Se recomienda que pregunten sobre las becas varias veces por semestre, porque nuevas becas serán anunciadas en cuanto estén disponibles durante el año escolar.

Servicios Para Miembros de las Fuerzas Armadas (Veteranos): Colegio Gavilán ofrece asistencia especial a estudiantes que son veteranos o hijos de veteranos deshabilitados que asisten al colegio, para lograr una meta. Estudiantes que tengan preguntas sobre si califican, beneficios y el procedimiento de las solicitudes o cualquier otra inquietud sobre veteranos, por favor de contactar la oficina de ayuda económica al 408-848-4734.

Préstamos Estudiantiles Federales: Colegio Gavilán participa en el Federal Family Educational Loan Program. Préstamos estudiantiles federales, ofrecen un interés bajo y planes de pago flexibles. Si están interesados en solicitar un préstamo complete la FAFSA y atienda al taller de consejería de préstamo. Solicitudes para el préstamo serán distribuidas en el taller de consejería.

TALLER DE CONSEJERÍA DE PRÉSTAMOS

Regístrate con tiempo en la oficina de ayuda económica (SC 124) o llama al 408-848-4227 para hacer una cita. Se te informará del lugar cuando te registres.

08/23	11:00 -12:00 pm	09/19	2:00 - 3:00 pm	10/24	2:00 - 3:00 pm
08/30	11:00 -12:00 pm	09/27	11:00-12:00 pm	11/08	11:00-12:00 pm
09/05	2:00 - 3:00 pm	10/03	2:00 - 3:00 pm	11/21	2:00- 3:00 pm
09/13	11:00-12:00 pm	10/11	11:00 -12:00 pm	12/06	11:00-12:00 pm

VISÍTENOS EN LA PÁGINA DEL INTERNET A WWW.GAVILAN.EDU/FINAID

Complete la FAFSA en la página del Internet WWW.FAFSA.ED.GOV

Ayuda de planeamiento financiero y consejería de préstamos en la página WWW.EDWISE.ORG

Averigüe su estado de préstamo en la página WWW.EDFUND.ORG

Regístrate para Servicios Selectivos en la página WWW.SSS.GOV

Aplice para su número de identificación personal (PIN) en la página WWW.PIN.ED.GOV

HOW TO USE THIS SCHEDULE

Course Number **Course Title Description** **Discipline**

BUSINESS, GENERAL

GBUS 1 Fundamentals of Business
Prerequisites or Advisories: Eligible for English 250 and English 260.
Transferable: CSU; UC; GAV AA/AS, D2

Prerequisites
(Refer to the College Catalog for Advisories for most courses. See pages 26 of this schedule for an explanation of Advisories, Prerequisites and Co-requisites.)

Transferable
Includes:
 CSU, UC
 CSU-GE area designation
 IGETC area designation
 Gavilan AA/AS General Education designation
 CAN #: For more information, refer to the General Education/Course Credit Matrix on page 47 of the 2005-2007 Gavilan College Catalog.

Sect.	Type	Room	Instructor	Hrs.	Units	Days	Begin-End	Ftnotes
0301	LEC	BU120	SMART	3.00	3.0	TuTh	0810A 0925A	
2118	LEC	BU119	STAFF	3.00	3.0	Th	0700P 0950P	1

Section Number **Building/Room** **Semester Units**

Instructional Type **Class Hours per week** **Instructor** **Footnotes**
Footnotes are listed following the courses

Evening & week-end Courses
Listed in gray shade

LEC Lecture
 LAB Laboratory
 L/L Lecture/Laboratory
 TV Telecourse
 CAI Computer Aided Instruction (online)

Schedule Legend

- M Monday
- Tu Tuesday
- W Wednesday
- Th Thursday
- F Friday
- S Saturday
- Sun Sunday
- DHR Daily Hours Req.
- & Additional hours
- &2 and 2 extra hours
- TBA to be arranged
- CAI Computer aided instruction (online)
- TV Telecourse
- WEX Work Experience
- Gray shading indicates evening and weekend classes

On-Campus Buildings

- AL Art Lecture
- APE Adaptive Physical Education
- AR Art
- BOB Business Offices
- BU Business
- CD Child Development Ctr.
- CH Chemistry
- CHP Chapel
- CJ Classrooms
- CO Cosmetology
- GY Gym
- HOB Health Occupations Bldg.
- HR Human Resources
- HRC Human Resources Conference Room
- HU Humanities
- LI Library
- LS Life Science
- MAYOCK Mayock House
- OE Classrooms
- PA Police Academy
- PH Physical Science
- SC Student Center
- S/M Security/Maintenance
- SS Social Science
- TH Theatre

Off-Campus Buildings

- ANZ Anzar High School, San Juan Bautista
- AV Aviation, Hollister Airport
- COGMH City of Gilroy (main hall, 7371 Hanna St.)
- COGMR City of Gilroy (meeting room)
- GHR1 Gilroy Health Care and Rehabilitation, 8170 Murray Ave.
- GHS Gilroy High School
- HARDIN R. O. Hardin School in Hollister
- HHH1 Hazel Hawkins Hospital 911 Sunset Drive Hollister, CA 95023
- HOL Hollister Briggs Bldg.
- HOPE-G Hope at Gilroy
- HOPE-H Hope at Hollister
- HOLLCC Hollister Comm. Center (Jovenes de Antano), 300 West St., Hollister
- HVME1 Hacienda Valley Mobile Estates, 275 Burnett Ave., Morgan Hill
- Jovenes de Antano, 300 West St., Hollister
- LOADCS Live Oak Adult Day Care Services, 651 W. 6th St., Gilroy
- LOHS Live Oak High School
- MHG Morgan Hill Community & Cultural Center
- OMC Ochoa Migrant Camp
- PHM1 Pacific Hills Manor 370 Noble Court Morgan Hill, CA 95037
- PLY Morgan Hill Playhouse, Monterey Highway and Dunne, Morgan Hill
- SB San Benito High School
- SBA Gavilan/Small Business Development Center
- S.BRAT Sobrato
- SOLB7 Solorzano
- SV001-004 South Valley Middle School, 385 IOOF Ave., Gilroy
- SVALLY South Valley High School
- VET Veterans' Memorial Bldg., 649 San Benito St., Hollister
- VG1 Village Green, 1520 Hecker Pass, Gilroy
- WEX Work Experience
- WM Wheeler Manor, 651 W. 6th St., Gilroy
- WME1 Woodland Mobile Estates 850 W. Middle Avenue Morgan Hill, CA 95037

Schedule Worksheet

Study Program

	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Sat/Sun</i>
7:00 - 8:00						
8:00 - 9:00						
9:00 - 10:00						
10:00 - 11:00						
11:00 - 12:00						
12:00 - 1:00						
1:00 - 2:00						
2:00 - 3:00						
3:00 - 4:00						
4:00 - 5:00						
5:00 - 6:00						
6:00 - 7:00						
7:00 - 8:00						
8:00 - 9:00						

Use this worksheet to plan your schedule for the semester. For each day a class meets, list the course number and shade in the appropriate time slots. If a class extends beyond the hour, shade in the time slot to the nearest half hour. Gavilan College assumes no responsibility to adjust time conflicts which are the result of student errors.

Complete esta prueba de programa de estudios. Examinela para conflictos. Esta prueba de programa de estudios se ofrece para la conveniencia del alumno. Para cada día que una clase se reúna, apunte el número de la asignatura y llene las áreas del horario apropiadas. Si una clase se extiende más allá de una hora, llene la área próxima hasta la media hora siguiente. Es la responsabilidad del alumno evitar conflictos de horario. Gavilán College no será responsable de ajustar conflictos de horario que resulten por errores del alumno.