Laney College

What Ignites Your Passion?

Summer 2020 Class Schedule

Building & Skilled Trades

Culture & Society

Science, Engineering & Math

Visual & Performing Arts

Language & Communication

Computer & Information Technology

Business, Entrepreneurship & Management

Human Services

Enroll Online at Laney.edu
Welcome to Laney College!

On behalf of the faculty, staff, and administrators, I would like to share with you some of the reasons why Laney will work for you, as it has worked for over 10,000 students each year since 1953.

With student success as the focal point guiding all of our work, the Laney College student is well supported by an absolutely dynamic and committed group of subject matter experts who work passionately to foster student learning, as well as a student services support team who go over and beyond daily to help our students navigate the ins and outs of higher education. The versatility of the programmatic offerings at Laney provide options for all types of students...

Laney is home to the students who are looking to complete a degree or certificate, the students who plan to transfer to four-year universities to continue their education, the students who are looking to brush-up on technical skills for work or prepare themselves for a profession/trade, and even the students who are looking to improve their college readiness skills for a smoother transition to college-level course-work. At Laney, we are keenly aware that when a student enrolls in classes, they are investing in themselves, and may need some help with wrap-around support services in order to be able to reach their full potential. Some of the resources afforded to Laney students include a weekly food pantry give-away, tutoring services, financial aid, programs such as CalWORKS, CARE & EOPS, and learning communities that help nurture and enrich particular groups of students in culturally appropriate ways that are proven to facilitate higher success rates.

Additionally, the cost of the community college route to achieving your higher education goals can’t be beat. If you are looking for a more cost-effective way of securing a bachelors or graduate degree, attending a community college, and then transferring on to obtain your bachelor's degree is the way to go. Laney alums have gone on to become successful entrepreneurs, business and community leaders, congressmen, and overall positive contributors to society.

Finally, I challenge you to find a more exciting student life than the one you will find at Laney College. The liveliness of our campus provides our students with a culturally enriched experience that celebrates the unique and rich history of diversity, art and social activism that the Bay Area is known for.

And for these reasons and more, Laney is the place to be.......to Dream. Flourish. Succeed!

I look forward to seeing you on campus, and am personally grateful that you have made the decision to join the Laney College Eagle family!

In community,

Tammeil Y. Gilkerson, Ed.D.
Laney College President
Welcome to Laney College!

Welcome to Laney College, a place where the success of our students is our number one priority. We are committed to fostering an environment that supports student learning and success. Our student services team is well supported by an absolutely dynamic and committed group of subject matter experts who are dedicated to helping our students achieve their academic goals.

With student success as the focal point guiding all of our work, the Laney College student is well catered to. Whether you are looking to complete a degree or certificate, the students who plan to transfer to four-year universities to continue their education, the students who are looking to brush-up on technical skills for work or prepare themselves for a profession/trade, and even the students who are looking to improve their college readiness skills for a smoother transition to college-level course-work.

Laney is home to the students who are looking to complete a degree or certificate, the students who plan to transfer to four-year universities to continue their education, the students who are looking to brush-up on technical skills for work or prepare themselves for a profession/trade, and even the students who are looking to improve their college readiness skills for a smoother transition to college-level course-work.

Laney College offers a variety of programs and services to support our students. These include a weekly food pantry give-away, tutoring services, financial aid, programs such as CalWORKS, CARE & EOPS, and many more. We understand that some students may need some help with wrap-around support services in order to be able to reach their full potential. Some of the resources afforded to Laney students include a weekly food pantry give-away, tutoring services, financial aid, programs such as CalWORKS, CARE & EOPS, and many more.

In community,

I look forward to seeing you on campus, and am personally grateful that you have made the decision to join the Laney College Eagle family!


Tammeil Y. Gilkerson, Ed.D.
Laney College President
# Academic Calendar

## SUMMER SEMESTER*

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 1</td>
<td>M</td>
<td>Drop for Nonpayment of Tuition and Enrollment Fees</td>
</tr>
<tr>
<td><strong>June 15</strong></td>
<td>M</td>
<td><strong>Day and Evening Instruction Begins</strong></td>
</tr>
<tr>
<td>June 22</td>
<td>M</td>
<td>Last Day to Drop Regular Session Classes and Receive a Refund</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>NOTE</strong>: Short-term and open-entry classes must be dropped within 10% of the first class meeting to receive a refund. <strong>Summer Refund Drop Deadline Schedule</strong>: <a href="https://web.peralta.edu/business/refund-drop-deadline/">https://web.peralta.edu/business/refund-drop-deadline/</a></td>
</tr>
<tr>
<td>June 22</td>
<td>M</td>
<td>Last Day to Drop Regular Session Classes Without “W” on Transcript</td>
</tr>
<tr>
<td>June 22</td>
<td>M</td>
<td>Last Day to Add Summer Session Classes</td>
</tr>
<tr>
<td>June 22</td>
<td>M</td>
<td>Census Day-Last Day to Submit Census Roster/Instructors Verify Enrollment</td>
</tr>
<tr>
<td>June 24</td>
<td>W</td>
<td>Last Day to File for PASS/NO PASS Grading Option</td>
</tr>
<tr>
<td>July 2</td>
<td>Th</td>
<td>Last Day to File Petitions for AA or AS Degree/Certificate</td>
</tr>
<tr>
<td><strong>July 3</strong></td>
<td>F</td>
<td><strong>Independence Day – Holiday Observance</strong></td>
</tr>
<tr>
<td>July 15</td>
<td>W</td>
<td>Last Day to Withdraw from Regular Session Classes &amp; Receive a &quot;W&quot; grade. All outstanding fees are due even if classes are dropped on this day.</td>
</tr>
<tr>
<td>July 15</td>
<td>W</td>
<td>Last Day to Submit Attendance Roster</td>
</tr>
<tr>
<td><strong>July 23</strong></td>
<td>Th</td>
<td><strong>Summer Session Ends</strong></td>
</tr>
<tr>
<td>July 30</td>
<td>Th</td>
<td>Grade Rosters are Due “Online and On Time”</td>
</tr>
</tbody>
</table>

**NOTE**: Last day to drop without a “W” appearing on transcript may vary for Short-Term and Open-Entry, Open-Exit classes.

*The following types of courses do not apply to the calendar above: three week, four week, dynamically dated, short-term, open –entry, and open exit courses. Please refer to your Faculty Center or Student Center for the deadline dates for census, refund, change of grading option and withdrawal deadlines.*

*Dates are subject to change, see the online Academic Calendar [www.peralta.edu](http://www.peralta.edu) for the latest information.*
Who May Register?
All persons 18 years of age or older are eligible for admissions as a California resident or nonresident. Anyone under 18 years of age who is a high school graduate or has been awarded a GED or California High School Proficiency Certificate may also enroll. Unless expressly exempted, or entitled to a waiver, all students enrolling for college credit must pay the enrollment fee.

Adding A Class
If a class is open, students can enroll online or in the Admissions and Records Office at any campus. If a class is closed, students can add their name to the wait list prior to the first day of class. After the first day, instructors will issue a permission number or sign an Add card if space is available. Students who are present and on the wait list will be given first priority. Students who do not attend the first class may be dropped by the instructor. The last day to add regular session classes is February 2, 2020.

Dropping A Class
It is the student’s responsibility to drop classes that they do not wish to attend. Students can drop classes online or in the Admissions and Records Office on campus. Students will be charged for classes not dropped by February 2, 2020 (the last day to drop regular session classes and receive a refund). However, instructors may drop students for non attendance during the first week of classes.

PASS/NO PASS Option
Step 1: Check the college catalog to see if your class is eligible for P/NP grading.
Step 2: Go to your Passport Student Center to select the P/NP on or before February 7 for regular session classes

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

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

Evidence of residency must include one of the following:
• A valid California ID or driver’s license
• California State income tax return for the previous year
• Receipt for payment of residential property tax
• Rental or lease agreement showing continuous occupancy in a California property
• Active military ID card

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

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

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

All California Community College fees will be waived for special part time high school students. However, full-time (enrolled in more than 11 units) concurrently enrolled high school students are subject to pay tuition fees and all other fees.

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

AB705
See flyer on next page

International Students
Special regulations govern the admission of international students. These students should contact the Office of International Education for applications and admissions at (510) 466-7380, or FAX (510) 465-3257. The office is located at the Peralta Community College District 333 E. 8th Street, Oakland, CA 94606.
GRADUATE & TRANSFER FASTER THAN EVER WITH AB705

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

WHAT’S OLD 📚

- Placement tests that didn’t do a very good job of properly placing students into the math and English classes right for them. That’s old!
- Semester after semester of below-college-level math and English courses that delayed students from reaching their graduation and transfer goals. That’s old!
- Math & English courses that didn’t give students enough time with their instructors to really help them succeed. That’s old!

WHAT’S NEW 🍎

- No more placement test for math and English. Almost all students are now placed directly into college and transfer-level courses, making it faster to complete your graduation and transfer goals.
- More classroom support is now available for your math and English classes. These classes offer additional one-on-one and small group learning with faculty. These “supplemental” courses are required for some students (based on high school GPA) but are open to all students.
- Taking math and English right away as you enter college for the first time or are returning back to college is key to your success. Our aim is to support students in successfully passing college-level math and English in your first year.

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

Information and classes are subject to change, please see online schedule for the latest information. During a district-declared emergency the mode of class instruction may change. See our website: https://passport2.peralta.edu/
Apply & Enroll

iEnroll@Laney

Steps for Student Success

1. Apply Online for Admission and Financial Aid
   - For Admissions
     - Complete application at web.peralta.edu/admissions/
     - Check your email for the 8-digit student ID number and password
   - For Financial Aid
     - Go to Laney.edu/financial_aid for information on applying for financial aid.
     - Or, fill-out your FAFSA directly at fafsa.ed.gov. For the California Dream Act application, visit dream.csac.ca.gov. Laney’s school code is 001266.

2. Complete the Online Orientation
   - Go to studentpathway.com/peralta/Laney
   - Print or save the Certificate of Completion and submit it to the Assessment Center.
   - ESOL students need to schedule an appointment for ESOL Orientation & Placement.

3. Explore Your Academic & Career Interests
   - It takes 5 minutes to explore programs and careers that interest you.
     - Go to Laney.edu/explore
     - Sign up or create an account. If asked, Laney’s access code is: laneycollege-students18
     - Take the SuperStrong Interest Assessment and follow the instructions.

4. Complete Assessment for Placement
   - Bring a copy of your high school or college transcript to help identify an accurate placement of your English and/or Math courses.
   - Schedule an Appointment for ESOL Orientation & Placement
     - Online: Laney.edu/Assessment_center
     - Phone: (510) 464-3253
     - Email: laneyassessment@peralta.edu

5. See a Counselor
   - Complete your Educational Plan in the Counseling Department and get your enrollment hold removed.
   - Schedule an Appointment:
     - Online: Laney.edu/counseling
     - Phone: (510) 464-3152
     - Walk-in: Check online for the most up-to-date drop-in hours. Counseling is located on the 3rd floor of the Tower Building.

6. Enroll in Classes
   - Once you have completed Orientation, Assessment, and created an Educational Plan, you are ready to enroll in classes.
   - To enroll, go to passport2.peralta.edu or visit the Welcome Center.

7. Pay Your Fees
   - Go to passport2.peralta.edu or visit the Cashier’s Office in Building A, Room 204.
   - Please note that to avoid your classes from being dropped, pay fees within two weeks after the semester starts.

8. Student Identification Card
   - Bring a valid picture ID and your current class schedule as proof of enrollment to the Welcome Center to get your student ID card.

Information and classes are subject to change, please see online schedule for the latest information.
During a district-declared emergency the mode of class instruction may change.
See our website: https://passport2.peralta.edu/
COMMON ENROLLMENT ISSUES

HOLDS

STEPS TO CHECK HOLDS

• Go to your "Student Center"
• Review the "Holds Section" on the right side of the student center page.
• Click on the "details" link in the holds section to review how to clear the hold.

ERROR MESSAGES

STEPS TO REMEDY ENROLLMENT ERROR MESSAGES

1. CHECK ENROLLMENT APPOINTMENT DATE

• Review the “Enrollment Dates” section on the right side of your student center.
• If you have been assigned an enrollment appointment, a specific date will appear in this section. You may enroll beginning on this date.
• If you only see “Open Enrollment Dates,” this means you have not been assigned an enrollment appointment. You may enroll once open enrollment begins. Click the link to review open enrollment dates.

2. DISCONTINUED STATUS

Discontinued Status means you have not attended one of the Peralta Colleges within the last two main semesters and you will need to submit a new OpenCCC/CCCApply application to enroll in classes.
http://web.peralta.edu/admissions/apply/

OpenCCC/CCCApply Application Issues:
If you submitted a new application more than 48 hours ago and still receive enrollment error messages, contact reset@peralta.edu (include your full name, OpenCCC/CCCApply confirmation number, and if applicable, your student ID)
Fees Information

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

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

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

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

AC Transit EasyPass Fee
All students enrolled in 6 or more units are required to pay an AC Transit EasyPass fee of $42.29 per semester. This fee will be collected at the time of enrollment. With EasyPass, you can ride all AC Transit bus lines, including local and Transbay service, at all times. Plus, you save over 94% off the local rate and 96% off Transbay service. Please note: This fee is non-refundable unless you drop below 6 units on or before the last day to drop regular session credit classes and receive a refund if you have a documented medical/disability that precludes you from using this service. (Document required)

Student Representation Fee
Under Education Code §76060.5, each college Student Body within Peralta CCD elected to establish a Student Representation Fee of $2 per college, per semester for each student. This fee will provide support for students or representatives who present college positions and viewpoints before city, county, district governments, and offices and agencies of the state and federal governments. Students will be charged this fee unless a Student Representation Fee waiver form is submitted to the college Bursar’s Office before the last day of the semester charged.

Health Fee
All students are required to pay the Student Health fee of $18 per semester for Fall and Spring semesters ($15 for Summer session). This fee will be collected at the time of enrollment. The Health fee is subject to change as allowed by the State Legislature. NOTE: Students who qualify in the following categories will be exempted from payment of the health fee.

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

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

Other Fees

Daily parking: $2 a day (exact change only) plus (new policy) student decal for enrolled/registered students. Semester parking: can be purchased for $40 ($10 for a motorcycle permit) and $20 for summer session permit ($5 for a motorcycle permit).

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

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

AC Transit EasyPass Fee

AC Transit EasyPass Fee $42.29 per semester All students with 6 or more units

Capital Outlay Fee

Capital Outlay Fee $7 per semester unit California Non Residents

Campus Center Use Fee

Campus Center Use Fee $2 per semester, per campus Non Resident Tuition

Non-Resident Tuition

Non-Resident Tuition $2 per semester, per campus Capital Outlay Fee

Capital Outlay Fee $2 per semester, per campus AC Transit EasyPass Fee

1. Students who are attending college under an approved apprenticeship training program.
2. Students who are attending college under an approved apprenticeship training program.

California Community College Enrollment Fee

California Community College Enrollment Fee $46 per semester unit Nonresident Tuition

Nonresident Tuition $2 per semester, per campus Capital Outlay Fee

Capital Outlay Fee $7 per semester unit AC Transit EasyPass Fee

AC Transit EasyPass Fee $2 per semester, per campus Student Representation Fee

Student Representation Fee $18 per semester All students

Health Fee

Health Fee $18 per semester International Health Insurance Fee

International Health Insurance Fee $878.50 for Spring/Summer, $606.85 for Fall; Non Residents, Citizens of a Foreign Country

Transcript Request
Peralta Community College District has retained Credentials, Inc to accept transcript orders online through their secured site. You must pay transcript fees at the time you submit your request. The first two transcripts requested are free; thereafter, $6 per copy for regular service, mailed within 7-10 business days and $12 per copy for rush service, mailed within 3-5 business days. See website for other expedited delivery options.

You Can Pay Fees By Credit Card On The Web
Students are encouraged to pay enrollment fees and past due fees by credit card on the secure Peralta website at http://passport.peralta.edu.

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

• Berkeley City College: (510) 981-2807
• College of Alameda: (510) 748-2391
• Laney College: (510) 464-3414
• Merritt College: (510) 436-2465

Installment Payment Plans:
Students in the Peralta Community College District may opt to pay their nonresident tuition or enrollment fee through an installment payment plan. Students are required to pay at least the first $25 of their enrollment fee or nonresident tuition and complete an installment payment plan prior to enrollment in classes. The payment plan will be interest free. The payment plan will include the specific amount and due date for each installment. All of the payments will be completed within the term for which the enrollment is made. Failure to make timely payments will subject the student to the penalties described in Board Policy 5035 (Students or former students who have been provided with written notice that they have failed to pay a proper financial obligation shall have grades, transcripts, diplomas, and registration privileges withheld until such time as the obligation is satisfied.) Please contact paymentplan@peralta.edu or (510) 466-7372 for more information.

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

FEE TYPE
California Community College Enrollment Fee
Campus Center Use Fee
Nonresident Tuition
Capital Outlay Fee
AC Transit EasyPass Fee
Student Representation Fee
Health Fee
International Health Insurance Fee

AMOUNT
$46 per semester unit
$2 per semester, per campus
$258 per semester unit
$7 per semester unit
$42.29 per semester
$2 per semester, per campus
$18 per semester
$878.50 for Spring/Summer, $606.85 for Fall;
$242.74 for Summer Only

REQUIRED OF
All students
All students
Nonresident and Foreign students
California Non Residents
All students with 6 or more units
All students unless waiver is submitted
Non Residents, Citizens of a Foreign Country

Information and classes are subject to change, please see online schedule for the latest information. During a district-declared emergency the mode of class instruction may change. See our website: https://passport2.peralta.edu/
IT IS THE STUDENT’S RESPONSIBILITY TO DROP CLASSES!

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

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

Refund Procedure for Enrollment Fees

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

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

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

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

To apply for an enrollment fee refund, file an Application for Refund Request form at the Cashier’s Office on campus.

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

Refund Procedure for Non-Resident Tuition and Capital Outlay Fee

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

Regular Session Classes:

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

Refund Procedure for Short-Term, Late Start and Open-Entry/Open-Exit Classes

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

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

Refund Procedure for Variable Unit Classes

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

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

Please note: Instructors may drop students who do not attend the first class meeting.

Refund Procedures for AC Transit EasyPass

This fee is non-refundable unless you drop below 6 units on or before the last day to drop regular session classes and receive a refund.

Refund Procedures for Health Fee

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

The Peralta Community College District participates in the State of California Chancellor’s Office Tax Offset Program (COTOP). Past due accounts may be submitted to COTOP by the Peralta Community College District. This enables the State of California Franchise Tax Board to appropriately intercept any tax refunds, lottery winnings or unclaimed property that might be owed to you.
Information and classes are subject to change, please see online schedule for the latest information. During a district-declared emergency the mode of class instruction may change. See our website: https://passport2.peralta.edu/
The Peralta Colleges now extend the transportation reimbursement program to all Peralta College students who rely on Paratransit to get to and from school and school related events.

Here are important details:

Students must be enrolled in 6 or more units in the semester they seek the reimbursement.

Instructions for obtaining a Paratransit Reimbursement can be found here:
https://web.peralta.edu/studentservices/paratransit-accessibility-and-reimbursement/

RECOMMEND LANEY

Tell a friend about Laney College!
They can request information about our programs online at:

Laney.edu/outreach/

Follow @LaneyCollege on Social Media!
GED Classes

Where: Laney College, Rm. A140

With: Instructor Hisa Streim

Contact: 510-273-2310 hisa.streim@ousd.org

Register in Class

When: STARTING MONDAY, AUGUST 10

<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
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<tr>
<td>9am-12pm</td>
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Puente Program 2020-2021

The Laney Puente Program supports students transfer to four-year colleges and universities. We combine accelerated instruction, intensive academic counseling, mentoring, and community leadership opportunities.

Where: Latinx Cultural Center, Eagle Village 3

Puente Fall 2020 Course Sequence:
- Counseling 30 - 3 Units
- English 1A- 4 Units
- English 508 - 0 Units

Contact Information:
Laura Gomez-Contreras
Counselor/Coordinator
Phone: (510) 986-6902
lgomezcontreras@peralta.edu

Website: http://laney.edu/puente

The Puente Model

ATTEND EDUCATIONAL FIELD-TRIPS
4-YEAR YEAR COLLEGE VISITS
Financial Assistance General Information

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

FINANCIAL AID PROGRAMS AVAILABLE

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

KEY ELIGIBILITY REQUIREMENTS

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

REQUIRED APPLICATION FORM

- Free Application for Federal Student Aid (FAFSA) - www.fafsa.ed.gov
- California Dream Application (for eligible AB 540 students) - www.dream.csac.ca.gov

OTHER DOCUMENTS THAT MAY BE REQUIRED

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

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

FINANCIAL AID EMAIL COMMUNICATION

To better serve you in a timely and efficient manner, all communication from the Financial Aid Office will be sent to your Peralta email account. The Peralta Student Email system is available to all students enrolled at the Peralta Community Colleges.

If you have any login issues, please send your help request to the Peralta Student Email Help Desk at helpdesk@cc.peralta.edu. Please include your first name, last name, Student ID Number and Peralta PASSPORT User ID in your request.
Financial Aid

Check your Financial Aid on your Peralta Passport account

How to apply for Financial Aid

Apply for Federal Student Aid at https://fafsa.gov

Or download the ‘MyStudentAid’ app to complete the FAFSA
Apply for State Student Aid at https://dream.csac.ca.gov

Allow up to 5 business days for us to receive your **FAFSA** or **Dream Act** application. Don’t forget to add our school codes: **Berkeley City College (014311), College of Alameda (006720), Laney College (001266) and Merritt College (001267)**

**Check your Financial Aid Status on your Peralta Passport account**

**STEP 1: Login to your Passport Account**
STEP 2: Go to your Student Center

![Student Center Access Image]

STEP 3: Follow the instructions in your To Do List

The To Do List is below the Holds Section on the right side of your Student Center Page. Completing your To Do List items will allow the Financial Aid Offices to review your file.

See example below:

![Example To Do List Image]
STEP 4: Review your Financial Aid Award Summary and Cost of Attendance

Click on the View Financial Aid link to review your Award Summary for award details and Financial Aid Summary for cost of attendance. Initial awards are based upon full-time enrollment. Awards are subject to revision based upon student enrollment and satisfactory academic progress status.
What is the California Dream Act?

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

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

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

What is an AB 540 student?

AB 540 allows non-resident students who meet certain qualifications to exempt from paying non-resident enrollment fees. These students may include undocumented students, students who are US citizens but who are not CA residents, and dependent students whose parents are not CA residents. AB 540 students are those who:

- Have attended a CA high school for a minimum of three years; or
- Attainment of credits in California from a California high school equivalent of at least three or more years of full-time high school coursework and a total of three or more years of attendance in California Elementary schools, California secondary schools, or a combination of those schools.
- Graduated or will graduate from a California high school or attainment of General Education Development (GED), High School Equivalency Test (HiSET), or Test Assessing Secondary Completion (TASC), and
- Will register or enroll in an accredited and qualifying California college or university

AND

- If required, complete an affidavit saying you have filed (or will file when you are eligible to do so) for legal immigration status.

What My Next Step?

- If you are an AB540 eligible, visit [https://dream.csac.ca.gov/](https://dream.csac.ca.gov/) to apply for financial aid.
- For Cal Grant eligible: Your college GPA verification form needs to submit to California Student Aid Commission (CSAC) by March 2. For more information on GPA requirements, visit [https://www.csac.ca.gov/student-forms-0](https://www.csac.ca.gov/student-forms-0)
- To ensure that your GPA Verification is electronically submitted, visit Admissions & Records Office at your home college to update your SSN to 999-99-9999
- For high school GPA verification, you must check in with your high school.
The California College Promise Grant (formerly the BOG Fee Waiver) is available specifically for students at California community colleges. The California College Promise Grant will waive your per-unit enrollment fee (currently $46) at any Peralta Community College.

There are many ways to qualify for a California College Promise Grant check out the three methods below and submit the acceptable documentation, it requires to the Financial Aid Office. This Promise Grant will cover your enrollment fees for the entire academic year.

**ACCEPTABLE DOCUMENTATION FOR PROMISE GRANT METHOD A:**

**AFDC OR SSI RECIPIENTS**
Notice of Action in your name (or your parent’s name) for the same month in which you file this application or one calendar month before.

or

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

or

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

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

**DECEASED/DISABLED VETERANS’ DEPENDENTS OR NATIONAL GUARD DEPENDENTS**
Fee waiver certification provided by the California Department of Veterans Affairs or your county Veterans Service Office. Fee Waiver certification provided by the California National Guard Adjutant General’s Office.

**CONGRESSIONAL MEDAL OF HONOR RECIPIENT DEPENDENT OF SEPTEMBER 11, 2001 VICTIM DEPENDENT OF DECEASED LAW ENFORCEMENT/FIRE SUPPRESSION PERSONNEL**
- Certification of Medal of Honor Recipient, or a child of Medal of Honor recipient.
- Certification as dependent of a victim of the September 11, 2001 terrorist attack.
- Certification as dependent of deceased law enforcement/fire suppression personnel killed in the line of duty.

Fill out your FAFSA at www.fafsa.gov to see if you qualify for method B or C.

**DOCUMENTATION FOR PROMISE GRANT METHOD B:**

A California College Promise Grant Method can be awarded to low-income students. Whether you qualify is based upon your (or your parent’s) income and household size. Colleges may ask you to provide documentation of income, such as a copy of your 2016 U.S. Income Tax Return. **You are required to provide documentation if it is requested.**

**INCOME CEILINGS FOR CALIFORNIA COLLEGE PROMISE GRANT**

**METHOD C**
(Available only by filing 2019-2020 FAFSA or CA Dream Act)

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

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

*New Regulation: Students who apply via the FAFSA for Dream Act must demonstrate need in excess of the average cost of tuition of $1,104 for 2019-2020.

**NOTE:**

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

* 50% Completion rate and cumulative GPA above 2.0

*New Regulation: Students who apply via the FAFSA for Dream Act must demonstrate need in excess of the average cost of tuition of $1,104 for 2019-2020.

**NOTE:**

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

* 50% Completion rate and cumulative GPA above 2.0
FREQUENTLY ASKED QUESTIONS

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

If I am not a U.S. Citizen, am I still eligible to apply for Financial Aid?
To be eligible for both federal and state aid, a student must be a U.S. citizen or an eligible non-citizen. For financial aid purpose, an eligible non-citizen is one of the following: a U.S. permanent resident who has an Alien Registration Receipt Card (I-551); a conditional permanent resident (I-551C); or a non-citizen with an Arrival-Departure record (I-94) from the U.S. Citizenship and Immigration Services with one of the following designations—“Refugee,” “Asylum Granted,” “Parole,” or “Cuban-Haitian Entrant.”

Students who are residing in the United States with an F-1 or F-2 student visa or a G series visa are NOT eligible for federal or state financial aid.

How do I get financial aid?
To receive financial aid you must apply for it. The biggest mistake students make is not to apply because they don’t think they’ll qualify, therefore, everyone should apply. To apply for federal, state, and college financial aid programs, you need to complete the FAFSA or Dream Act application. For the Cal Grant program, you must submit a GPA verification form by September 2, 2020. You may also be requested to submit additional documents such as IRS tax transcripts to complete your financial aid file. Please respond immediately to all requests made by the financial aid office.

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

What happens if I have academic or other problems and have to drop classes or drop out of college entirely?
If you receive aid and then drop units or withdraw prior to the end of the semester, you may be required to repay a portion of the funds. The repayment amount will be determined after the add/drop period has ended. Students that are required to repay will be required to do so before being allowed to enroll or requesting official transcripts.

What is Satisfactory Academic Progress (SAP)?
Students who have applied for financial aid enter into an agreement to attend class and complete courses with a passing grade. Failure to complete required units, meet the minimum cumulative GPA requirement or exceed the maximum unit limit will result in disqualification from receiving further Financial Aid. For more information please visit http://web.peralta.edu/financial-aid/sap/
Financial Aid

FREQUENTLY ASKED QUESTIONS

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

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

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

The Peralta Community College District partners with Bank Mobile®, a financial services company which provides refund methods for students to receive financial aid disbursements. Students who have completed a FASFA or Dream Act Application and enrolled in courses will be sent a Bank Mobile® personal code to their mailing address. Student must activate the code and choose a refund method of their choice - opening an account with Bank Mobile or an ACH transfer into a bank account of their choice. Failure to activate your Bank Mobile account and choose a refund method may result in possible delays in financial aid disbursements.

I have more questions. Who can I contact?
You can visit your campus Financial Aid office for additional information:

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

Laney College
900 Fallon Street
Oakland, CA 94607
Building A, Room 201
510.464.3414
laneyfin aid@peralta.edu

College of Alameda
555 Ralph Appezzato Memorial Parkway
Alameda, CA 94501
A Building, Welcome Center
510.748.2391
coa financial aid@ peralta.edu

Merritt College
12500 Campus Drive
Oakland, CA 94619
Building R, Room R113
510.436.2465
merfin aid@peralta.edu
International Students

STEPS TO APPLY

1. Obtain a Peralta Student ID
   - Visit [https://web.peralta.edu/international/how-to-apply](https://web.peralta.edu/international/how-to-apply) and Select your home campus: Berkeley City College | College of Alameda | Laney College | Merritt College
   - Create an OpenCCC Account through the OpenCCC website (an online service of California Community Colleges)
   - Select Start an International Application and follow the steps to obtain a Peralta Student ID

2. Set up a Peralta Email Account
   - Check for an email* from the Peralta Admissions & Records Office within 24 hours of submitting the Peralta Community College Application
   - Locate your Peralta email address and password within the Admissions email
   - Wait for at least 2 business days and use this information to log in to your Peralta Email Account

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

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

**If you do not receive your International Student User ID and Temporary Password to the Global Peralta System (GPS), email international@peralta.edu

IMPORTANT INFORMATION

- International students are required to maintain a minimum of 12 units each semester (except summer)
- Mandatory Orientation is required for all new students
- International students must inform our office of change of address, change of status, or departure/transfer out
- If you are planning on leaving the country for any reason, please contact our office before doing so
- You are encouraged to apply early to ensure class enrollment
- Students on other Visas (B-1, J-1, etc...) may need to contact Office of International Education to complete enrollment process
- All International Students are required to purchase the mandatory Peralta International health insurance plan through GeoBlue.

Given the global outbreak of novel coronavirus (COVID-19), the Peralta Community College District is cancelling/postponing all Study Abroad programs for 2020. Please check the study abroad website for more details on our 2021 programs we are planning to offer. Also, please visit [https://web.peralta.edu/health-services/coronavirus/](https://web.peralta.edu/health-services/coronavirus/) for the latest updates on all PCCD classes and operations affected by COVID-19.
SUMMER 2020

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

STUDY ABROAD

EACH YEAR, THE PERALTA COLLEGES OFFER A VARIETY OF STUDY ABROAD COURSES FOR STUDENTS TO ENROLL IN

STUDY ABROAD COURSES

PROGRAMS

2020 or later

African Heritage
PERU (Laney College)

Anthropology
GREECE (Merritt College)

Arabic
EGYPT (Berkeley City College)

Art History
GERMANY (College of Alameda)

Business
JAPAN (Merritt College)

Cosmetology
LONDON (Laney College)

Critical Thinking
BELIZE (Merritt College)

Dance (Laney College)

Economics (College of Alameda)

Financial Accounting
MOROCCO (College of Alameda)

Social Justice
CUBA/BARBADOS

(PCCD Office of Academic Affairs)

TO SIGN UP FOR MORE INFORMATION ABOUT SPECIFIC PROGRAMS, PLEASE FILL OUT OUR STUDY ABROAD PRE-TRAVEL INFORMATION FORM AT HTTPS://WEB.PERALTA.EDU/INTERNATIONAL/STUDYABROADAPPLICATION

Financial Aid

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

Other Study Abroad Information/Resource

> Critical Language Scholarship (CLS) Program
HTTPS://WWW.CLSCHOLARSHIP.ORG/

> GilmanScholarship Program
HTTPS://WWW.IIE.ORG/PROGRAMS/GILMAN-SCHOLARSHIP-PROGRAM

> Peralta Colleges Foundation Scholarship
HTTPS://WWW.PERALTAFOUNDATION.ORG/

> GO Overseas
HTTPS://WWW.GOOVERSEAS.COM/

> California Colleges for International Education
HTTP://CCIEWORLD.ORG/

PAST SUMMER 2019 COURSES (8 programs, 110 students)

Arabic
EGYPT

Business
JAPAN • CHINA

Cosmetology
LONDON

Critical Thinking
BELIZE

Dance/Intercultural Communication
GHANA

Social Justice
JAMAICA

Spanish/Nahuatl
MEXICO

*Given the global outbreak of novel coronavirus (COVID-19), the Peralta Community College District is cancelling/postponing all Study Abroad programs for 2020. Please check the study abroad website for more details on our 2021 programs we are planning to offer. Also, please visit https://web.peralta.edu/health-services/coronavirus/ for the latest updates on all PCCD classes and operations affected by COVID-19.

*All Programs Subject to Change and Approval by College Departments.

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

For more information, please visit: http://web.peralta.edu/international/study-abroad or contact Drew Gephart, International Services Manager, at dgephart@peralta.edu
Do What You Love & Love What You Do
Check Out These Programs and Enroll Today!

**Engineering**
Are you interested in designing energy efficient cars? Improving public transportation? Mitigating climate change? Then there’s likely an engineering major that is a good fit for you! Laney College offers lower division engineering major preparation courses, as well as the science and mathematics courses required for transfer to colleges and universities across the nation. Become an engineering major today!

Learn more at Laney.edu/engineering/

**Communications**
Do you want to learn how to analyze media, think critically, speak in public confidently, formulate arguments, and deliver them effectively? Communication Studies may be the major for you, as we learn all about how we interact and understand each other and the world around us verbally, visually, and in writing. Learn all of these skills while earning an Associate of Arts Degree or Transfer Degree to your local C.S.U or U.C.

Learn more at Laney.edu/communications/

**Dance**
Do you want to express yourself through dance composition and performance? Students who take classes in Dance will learn and apply its anatomical and kinesthetic structure, while developing an individualized choreographic voice. Areas of specialty include Choreography, Dance Production, Jazz Dance, Modern Dance, Haitian Folkloric Dance, and Dance History. Students majoring in Dance can earn an Associate in Arts Degree. Join us today!

Learn more at Laney.edu/dance/
Do What You Love
& Love What You Do
Check Out These Programs and Enroll Today!

**Cosmetology**
Are you interested in, designing renewable energy fueled cars, improving public transportation, or mitigating climate change? Then there’s likely an engineering major that is a good fit for you! Laney College offers lower division engineering major preparation courses, as well as the science and mathematics courses required for transfer to colleges and universities across California and the U.S. Become an engineering major today!

Learn more at Laney.edu/cosmetology/

**Electrical & Electronics Technology**
The Electrical and Electronics Technology (E/ET) Department at Laney College serves as a training center for students wanting to graduate into the various fields of Electrical Technology. The department has an established reputation as a quality educational provider that prepares students for a number of fields, while being responsive to students and industry. Enroll today to get started on your degree or certificate program!

Learn more at Laney.edu/electricity_electronics/

**Graphic Arts**
Do you want to express yourself through dance composition and performance? Students who take classes in Dance will learn and apply its anatomical and kinesthetic structure, while developing an individualized choreographic voice. Areas of specialty include Choreography, Dance Production, Jazz Dance, Modern Dance, Haitian Folkloric Dance, and Dance History. Students majoring in Dance can earn an Associate in Arts Degree. Join us today!

Learn more at Laney.edu/graphic_arts/
Student Services

Admissions & Records and Welcome Center
Welcome Center, Building A, Room A-101
(510) 464-3540
Monday & Thursday 8 a.m. to 4:30 p.m.
Wednesday & Tuesday 8 a.m. to 6:30 p.m.
Friday 8 a.m. to 4 p.m.
Laney.edu/admission_records
admissions@peralta.edu
Note: Refer to college website for information on extended office hours during peak enrollment.

Adult Transitions Program
Building A, Room 270
(510) 464-3398
Monday - Friday 8:00 a.m. - 5:00 p.m.
Laney.edu/adulttransitions
Laney-AE@peralta.edu

Assessment Center
Building A, Room A-101
(510) 464-3250
Monday & Thursday, 8:00 am. - 4:30 p.m.
Friday, 7:45 a.m. - 2:00 p.m.
Laney.edu/assessment_center
Laneyassessment@peralta.edu

Bookstore
Student Center, First Floor (basement)
(510) 464-3514
Monday & Thursday, 7:45 am. - 6:00 p.m.
Tuesday & Wednesday, 7:45 am. - 6:00 p.m.
Friday, 7:45 a.m. - 4:00 p.m.
Laney.edu/bookstore/
Laney@bkstr.com

Career Services Center
Tower Building, Room T-201
(510) 464-3352
Monday - Thursday, 9:00 a.m. - 5:30 p.m.
Friday by appointment only
Laney.edu/career
careercenter@peralta.edu

Cashier’s Office
Building A, Room A-201
(510) 464-3229
Monday - Friday, 8:00 a.m. - 4:00 p.m.
Laney.edu/business_office/bursar
Note: Refer to college website for information on extended office ours during peak enrollment.

Child Care Center
East 10th St. & 2nd Ave.
(510) 464-3574
Monday - Friday, 7:45 a.m. - 5:15 p.m.

Counseling
Tower Building, Room T-301
(510) 464-3152 or 464-3154
Monday - Thursday, 8:00 a.m.- 7:00 p.m.
Friday, 8:00 a.m.- 12:00 p.m.
Laney.edu/counseling/

Disabled Students Programs and Services (DSPS)
Building E, Room E-251
(510) 464-3428
Monday & Thursday, 9:00 am. - 4:00 p.m.
Friday, 9:00 a.m. - 3:30 p.m.
Closed for lunch form 12-1 p.m.
Laney.edu/dsp

Eagle Hire Online Job Database
laney-csm.symplicity.com/students
Extended Opportunity Programs and Services (EOPS)
CARE, Next Up Learning Community, CalWorks
Building A, Room A-106
(510) 464-3423
Monday & Thursday, 8:00 am – 4:30 p.m.
Tuesday & Wednesday, 8:00 a.m. – 6:30 p.m.
Friday, 8 a.m. – 4 p.m.
Laney.edu/eops
laneycollegeeops@peralta.edu

Tutoring
Laney.edu/tutoring.
Tutoring at Laney College is offered in three main strategically-located centers on campus:

1. James Oliver Community Writing Center
   Tutoring in English and English for Speakers of Other Languages (ESOL)
   Building B, Room B258
   (510) 464-3426
   Monday–Thursday, 9 a.m. – 8 p.m.
   Friday 9 a.m. – 3 p.m.

2. Math Lab
   Building G, G201
   (510) 464-3448
   Monday – Thursday, 10 a.m. – 7 p.m.
   Friday closed

3. Tutoring Resource Center
   Eagle Village (EV1)
   Monday -Thursday, 12 p.m. – 6 p.m.
   Subjects include: Chemistry, Physics, Chinese, French, and Spanish. Biology tutoring is available in the Bio Lab (B202)

Financial Aid
Building A, Room A-201
(510) 464-3414
Monday & Thursday, 8:00 am – 4:30 p.m.
Tuesday & Wednesday, 8:00 a.m. – 6:30 p.m.
Friday, 8 a.m. – 12 p.m.
Laney.edu/financial_aid

Library/Learning Resources Center
(510) 464-3497
Monday – Thursday, 8 a.m. – 8 p.m.
Friday, 8 a.m. – 6 p.m.
Saturday, 9 a.m. – 2 p.m.
Laney.edu/library

Mental Health Counseling
Student Center, SC-414
(510) 464-3535
Monday -Thursday, 8:30 am. – 4:30 p.m.

Photo I.D.
(510) 464-3540
Monday & Thursday, 8:00 am – 4:15 p.m.
Tuesday & Wednesday, 8:00 a.m. – 6:15 p.m.
Friday, 8:00 a.m. – 3:45 p.m.

Transfer Center
Tower Building, Room T-201
(510) 464-3135
Monday – Friday, 8 a.m. – 4:30 p.m.
Laney.edu/transfer

Veterans Affairs Office
Building E, Room E-260
(510) 986-6994
Monday - Thursday, 8:30 a.m. – 4:30 p.m.
Friday, 9:00 a.m. – 12:00 p.m.
Laney.edu/veteran_affairs
Appointments available by request for evening students

Wellness Center
Wellness Center I
Tower Building, T-250
(510) 464-3332
Monday – Thursday, 9 a.m. to 5:30 p.m.
Closed Fridays

Wellness Center II
Student Center, 4th Floor, Room SC-410
(510) 464-3134
Monday – Thursday, 8:30 a.m. – 4 p.m.
(Closed for lunch from 1 – 2 p.m.)
Laney.edu/health_center/

Workability
Building E, Room E-260.
(510) 464-3572
Monday & Wednesday, 9:00 am. – 4:30 p.m.
Tuesday & Thursday, 9:00 a.m. – 7:00 p.m.
Friday, 9 a.m. – 12 p.m.
(Tues. & Thur. services after 4:30pm by appointment only)

CARE, Next Up Learning Community, CalWorks

Student Activities & Campus Life
Student Center, Room SC-413
(510) 464-3188
Monday – Friday 9 a.m. – 5 p.m.
Laney.edu/studentactivities

Students can access extended opportunity programs and services (EOPS) at CARE, Next Up Learning Community, CalWorks. Tutoring is available in three main centers on campus: James Oliver Community Writing Center, Math Lab, and Tutoring Resource Center. Financial aid is offered at Building A, Room A-201. The library and learning resources center is available for students, and mental health counseling is provided at the Student Center, SC-414. Photo I.D. can be obtained at Building A, Room A-106. The veterans affairs office is located in Building E, Room E-260. Various wellness centers are available, including a workability center in Building E, Room E-260.
## DEGREES & CERTIFICATES

Associate in Arts (AA) degree, Associate in Arts for Transfer (AA-T) degree, Associate in Science (AS) degree, Associate in Science for Transfer (AS-T) degree, Certificates of Achievement (CA) and Certificates of Proficiency (CP).

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<thead>
<tr>
<th>African-American Studies</th>
<th>AA</th>
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<td>Social Justice African American Studies</td>
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<td>Anthropology</td>
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<td>Welding Technology</td>
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<td>Wood Technology</td>
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### ASSOCIATE DEGREES FOR TRANSFER: ADT/AA-T/AS-T:

1. Anthropology
2. Business Administration
3. Communication Studies
4. English
5. Global Studies
6. Journalism
7. Kinesiology
8. Mathematics
9. Music
10. Philosophy
11. Political Science
12. Psychology
13. Sociology
14. Studio Arts
15. Theater Arts

## SUMMER 2020
Get Hands-on Learning Experience!

**Architecture**
The curriculum provides necessary skills for employment in the design and construction fields. Students may prepare for positions as CAD drafters, surveyor aides, office managers, and other occupations in public and private sector architecture and building-related offices.

Visit Architecture online at, Laney.edu/architecture/.

**Wood Technology**
The Wood Technology curriculum offers instruction in woodworking for career-oriented students, and includes access to one of the best-equipped shops in Northern California. Employment-oriented students are assisted in finding work making custom furniture, kitchen cabinets, commercial fixtures, architectural millwork, and a wide variety of other wood products.

Visit Wood Technology online at, Laney.edu/woodtechnology/.

**Environmental Control Technology**
Environmental Control Technology is a technical program offering the theoretical, technical, and problem-solving skills essential for employment in the heating, ventilation, air conditioning, and refrigeration industry.

Visit Environmental Control Technology online at, Laney.edu/ect/.

**Industrial Maintenance**
The program prepares students for employment as a machinist apprentice, machinist, maintenance machinist, and CNC operator and/or programmer.

Visit Industrial Maintenance online at, Laney.edu/industrialmaintenance/.
Apply now at: Peralta.edu
PLEASE NOTE: Classes are subject to change, see online schedule for the latest information.

Visit us at

Laney.edu/Classes

Evening & weekend courses are shaded in gray

You are required to attend the first class meeting to confirm your enrollment in a course. Students who do not attend the first meeting may be dropped from the class.

**A double asterisk** means that the course is acceptable for transfer credit to a California State University (CSU) and acceptable at the University of California (UC), within any limitations stipulated by UC.

*A single asterisk* means that the course is acceptable for transfer credit to a California State University (CSU) only.
*All Courses Are Online Only*

**SUMMER 2020**

Enroll On-line Now
Peralta.edu

**PLEASE NOTE:**
Classes subject to change, please see online schedule for the latest information: https://pa.peralta.edu/

*All courses are online only until shelter in place orders are lifted due to COVID-19 pandemic*
Steps to Locate Classes & Enroll

Go to https://pa.peralta.edu
Click Schedule of Classes

Enter search criteria below for full list of classes

Passport

Important note: During a district-declared emergency, the mode of class instruction may change to a remote.

Search for Classes

Enter Search Criteria

Search for Classes

Select Term:
Select at least 2 search criteria. Select Search to view your search results.

Class Search

Select Term:

- Apply & Enroll –
New and Former Students go here:
https://web.peralta.edu/admissions/question/
### AFRICAN-AMERICAN STUDIES

<table>
<thead>
<tr>
<th><strong>26</strong></th>
<th><strong>AFRICAN AMERICAN CULTURE: BLACK</strong></th>
<th><strong>3 UNITS</strong></th>
<th><strong>MUSIC, ART, AND LITERATURE</strong></th>
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<tr>
<td>Lec</td>
<td>9:00-10:15 AM</td>
<td>MTWTh</td>
<td><strong>30494</strong></td>
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<tr>
<td>Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to <a href="http://www.peralta.edu">www.peralta.edu</a> and click on “For Students” on the left side. Then select “Student Email” - Contact Instructor at: <a href="mailto:ewilliams@peralta.edu">ewilliams@peralta.edu</a></td>
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| **31** | **AFRICAN-AMERICAN HISTORY: 1865 TO 1945** | **3 UNITS** |
| Lec | 9:00-9:45 AM | MTWTh | **30563** | Seals | ONLINE | Laney |
| Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on “For Students” on the left side. Then select “Student Email” - Contact Instructor at: bseals@peralta.edu |

### WOMEN OF COLOR

| **35** | **3 UNITS** |
| **2018** | **INTERMEDIATE DRAWING AND COMPOSITION** |
| Lec | 9:00-10:15 AM | MTWTh | **30459** | Damarto | ONLINE | Laney |
| Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on “For Students” on the left side. Then select “Student Email”; Instructor contact: cdamarto@peralta.edu |

### ANTHROPOLOGY

| **1** | **INTRODUCTION TO PHYSICAL ANTHROPOLOGY** | **3 UNITS** |
| **2018** | **PHYSICAL ANTHROPOLOGY LABORATORY** | **1 UNIT** |
| Lec | 9:00-10:15 AM | MTWTh | **30424** | Olson | ONLINE | Laney |
| Lab | 10:15-1:05 PM | MTWTh | **30504** | Olson | ONLINE | Laney |
| Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on “For Students” on the left side. Then select “Student Email”; Instructor contact: kolson@peralta.edu |

| **3** | **INTRODUCTION TO SOCIAL AND CULTURAL ANTHROPOLOGY** | **3 UNITS** |
| **2018** | **ADVANCED DRAWING AND COMPOSITION** | **3 UNITS** |
| Lec | 9:00-10:15 AM | MTWTh | **30566** | Moore | ONLINE | Laney |
| Lab | 10:15-1:05 PM | MTWTh | **30616** | Moore | ONLINE | Laney |
| Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on “For Students” on the left side. Then select “Student Email”; Instructor contact: donaldmoore@peralta.edu for more information. |

### ART

| **1** | **INTRODUCTION TO ART HISTORY** | **3 UNITS** |
| **2018** | **ADVANCED DRAWING AND COMPOSITION** | **3 UNITS** |
| Lec | 9:00-10:15 AM | MTWTh | **30531** | Dockery | ONLINE | Laney |
| Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on “For Students” on the left side. Then select “Student Email”; Instructor contact: ldockey@peralta.edu |

| **20** | **BEGINNING DRAWING AND COMPOSITION** | **3 UNITS** |
| **2018** | **INTERMEDIATE DRAWING AND COMPOSITION** | **3 UNITS** |
| Lec | 9:00-10:15 AM | MTWTh | **30399** | Moore | ONLINE | Laney |
| Lab | 10:15-1:05 PM | MTWTh | **30626** | Moore | ONLINE | Laney |
| Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on “For Students” on the left side. Then select “Student Email”; Instructor contact: donaldmoore@peralta.edu |

### Information and classes are subject to change. Please see online schedule for the latest information. During a district-declared emergency the mode of class instruction may change. See our website: https://passport2.peralta.edu/
**24 SPECIAL PROJECTS: DRAWING 2 UNITS**

Independent exploration and experimentation in special areas of drawing

30405 Lab 10:00-12:05 PM MTWTh Warren ONLINE Laney

**50 BEGINNING PAINTING 3 UNITS**

Emphasis on the basic techniques of oil or acrylic painting

30462 Lab 10:30-1:20 PM MTWTh Chavez ONLINE Laney

**51 CONTINUING PAINTING 2 UNITS**

Continuation of ART 50

30920 Lab 9:45-11:50 AM MTWTh Chavez ONLINE Laney

**52 INTERMEDIATE PAINTING 3 UNITS**

Continuation of ART 51

30407 Lab 10:30-1:20 PM MTWTh Chavez ONLINE Laney

**53 ADVANCED PAINTING 3 UNITS**

Continuation of ART 52

30922 Lab 10:30-1:20 PM MTWTh Chavez ONLINE Laney

**54 SPECIAL PROJECTS: PAINTING 2 UNITS**

Continued study and skill development with oil and acrylics

30476 Lab 9:45-11:50 AM MTWTh Chavez ONLINE Laney

**35 WOMEN OF COLOR 3 UNITS**

Interdisciplinary examination of the lives of women of color in the U.S.
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<th>CODE</th>
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<th>INSTRUCTOR</th>
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**BUSINESS**

**1A** **FINANCIAL ACCOUNTING** 4 UNITS

Study of purpose, theory, and specific methods of accounting

**1B** **MANAGERIAL ACCOUNTING** 4 UNITS

Uses of accounting data for planning, controlling and decision making

**2** **INTRODUCTION TO BUSINESS LAW** 3 UNITS

General survey of business law

**43B** **INTRO TO MICROSOFT EXCEL FOR BUSINESS APPLICATIONS** 4 UNITS

Introduction to spreadsheets using Microsoft Excel Windows version on the PC with emphasis on business applications

**1** **COMPUTER LITERACY** 1 UNIT

Introduction to computers and information technology for people with no background in nor knowledge of computers

**1A** **MANAGERIAL ACCOUNTING** 4 UNITS

Supervised employment providing opportunities in business administration or a related field

**1B** **MANAGERIAL ACCOUNTING** 4 UNITS

Supervised employment providing opportunities in business administration or a related field

**456A** **OCC. WORK EXPERIENCE IN ACCOUNTING** 1 - 4 UNIT

Supervised employment providing opportunities in accounting or a related field

**456D** **OCC. WORK EXPERIENCE IN BUSINESS ADMINISTRATION** 1 - 4 UNIT

Supervised employment providing opportunities in business administration or a related field

**456I** **OCCUPATIONAL WORK EXPERIENCE** 1 - 4 UNIT

Supervised employment providing opportunities in management and supervision or a related field
**CHEMISTRY**  
**274**  
**IEAT: SURVEY COURSE OF CHEMISTRY 0.5 UNIT IN THE FOOD SCIENCES**  
Introduction to food science with a focus in chemistry of food  
COREQUISITES: BIOL 272, 273, CHEM 274, AND CULIN 271  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Instructor contact: areyes@peralta.edu  
Lec 12:00-2:05 PM MWTh Reyes ONLINE Laney  
Lec 12:00-2:05 PM MWTh Reyes ONLINE Laney  
**SUMMER 2020**  
**LANEY COLLEGE**  
**COMPLETE Course Schedule**  
**30535**  
**Lab**  
Glosson  
Laney  
For information email instructor at klglosson@peralta.edu  
**456Q**  
**OCC. WORK EXPERIENCE/ADMINISTRATIVE OFFICE SYSTEMS/APPLICATIONS**  
Supervised employment providing opportunities to become a productive, responsible individual and to extend learning in a chosen occupational field  
**30536**  
**Lec**  
Jackson  
Laney  
For information email instructor at fjackson@peralta.edu  
**CARPENTRY**  
**211**  
**BEGINNING CARPENTRY 0 UNIT**  
**CHEMISTRY**  
**30A**  
**INTRODUCTORY GENERAL CHEMISTRY**  
Fundamental principles of general chemistry  
PREREQUISITE: MATH 201 OR 2100  
**30317**  
**Lab**  
8:30-10:35 AM MWTh Reyes ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Instructor contact: areyes@peralta.edu  
Lec 12:00-2:05 PM MWTh Reyes ONLINE Laney  
**30937**  
**Lab**  
2:30-4:35 PM MWTh Reyes ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Instructor contact: areyes@peralta.edu  
Lec 12:00-2:05 PM MWTh Reyes ONLINE Laney  
**COMPUTER INFORMATION**  
**CIS**  
**1**  
**INTRODUCTION TO COMPUTER SYSTEMS 4 UNITS**  
Introduction to computer science  
**30455**  
**Lab**  
Williams ONLINE Laney  
HS Students - Summer Program Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Instructor contact: jwilliams@peralta.edu  
Lec 9:00-11:50 AM MWTh Williams ONLINE Laney  
HS Students - Summer Program  
**5**  
**INTRODUCTION TO COMPUTER PROGRAMMING 5 UNITS**  
Introduction to computer programming  
**30397**  
**Lab**  
Nguyen ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Instructor contact: tnguyen@peralta.edu  
Lec 9:00-12:50 PM MTWTh Nguyen ONLINE Laney  
**COMMUNICATION**  
**COMM**  
**1A**  
**INTRODUCTION TO SPEECH 3 UNITS**  
Rhetorical and argumentative analysis of significant contemporary political and social issues  
**30940**  
**Lec**  
Staff ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Contact Instructor at: TBA@peralta.edu  
Lec 9:00-12:50 PM MTWTh Staff ONLINE Laney  
**30941**  
**Lec**  
Staff ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Contact Instructor at: TBA@peralta.edu  
Lec 9:00-12:50 PM MTWTh Staff ONLINE Laney  
**CHINESE**  
**1**  
**ELEMENTARY CHINESE (MANDARIN) 5 UNITS**  
Introduction to elementary Chinese  
**30440**  
**Lec**  
Staff ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Contact Instructor at: TBA@peralta.edu  
Lec 9:00-12:50 PM MTWTh Staff ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Contact Instructor at: TBA@peralta.edu  
**2**  
**ELEMENTARY CHINESE (MANDARIN) (CONTINUATION) 5 UNITS**  
Continuation of CHIN 1  
PREREQUISITE: CHIN 1
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** 205 COMPUTER LITERACY**  
Introduction to computers and information technology for people with no background in nor knowledge of computers

30863 Lab Bridges ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Instructor contact: kbridges@peralta.edu

** 30 PERSONAL GROWTH AND DEVELOPMENT**  
Examination of the psycho-social dynamics of personal growth

30492 Lec Greene ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Contact Instructor at: mmcelvane@peralta.edu

** 466H OCCUPATIONAL WORK EXPERIENCE IN CONSTRUCTION MANAGEMENT**  
Supervised employment providing opportunities in construction management or a related field

30603 Lab McElvane Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Contact Instructor at: mmcelvane@peralta.edu

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** 204 TECHNICAL MATHEMATICS FOR ELECTRICIANS**  
Topics in mathematics with specific application to the Electrical/Electronics industry

30949 Lec Staff ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Instructor contact: TBA@peralta.edu

** 30449 Lec Howard ONLINE Laney**  
Introduction of trades and their roles in construction practices

30369 Lec Erdenebaatar ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Contact Instructor at: avlee@peralta.edu

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** 201 ORIENTATION TO COLLEGE: STUDENT SUCCESS AND SUPPORT PROGRAM**  
Information for new students

30538 Lec 1:30-2:20 PM MTW Th Cobb ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Instructor contact: dcobbs@peralta.edu

30854 Lec Lee ONLINE Laney  
Survey of Dance History

30875 Lec Lee ONLINE Laney  
Survey of Dance History

** 2 PRINCIPLES OF ECONOMICS (MICRO-ECONOMICS)**  
Principles of micro-economics

30321 Lec Simon ONLINE Laney  
Introductory economic concepts

30492 Lec Erdenebaatar ONLINE Laney  
Introductory economic concepts

30369 Lec Erdenebaatar ONLINE Laney  
Introductory economic concepts

** 3 UNITS**

30854 Lec Lee ONLINE Laney  
Survey of Dance History

30875 Lec Lee ONLINE Laney  
Survey of Dance History

** 2 PRINCIPLES OF ECONOMICS (MICRO-ECONOMICS)**  
Principles of micro-economics

30321 Lec Simon ONLINE Laney  
Introductory economic concepts

30492 Lec Erdenebaatar ONLINE Laney  
Introductory economic concepts

30369 Lec Erdenebaatar ONLINE Laney  
Introductory economic concepts

** 30 PERSONAL GROWTH AND DEVELOPMENT**  
Examination of the psycho-social dynamics of personal growth

30492 Lec Greene ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email" Hybrid course; Contact Instructor at: tgreen@peralta.edu

30511 Lec Howard ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Contact Instructor at: dhoward@peralta.edu

** 24 COLLEGE SUCCESS**  
Identification and development of resources that facilitate college success

30492 Lec Greene ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email" Hybrid course; Contact Instructor at: tgreen@peralta.edu

30511 Lec Greene ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Contact Instructor at: tgreen@peralta.edu

** 1 HISTORY OF DANCE**  
Survey of Dance History

** 1 HISTORY OF DANCE**  
Survey of Dance History
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**SUMMER 2020**

Information and classes are subject to change, please see online schedule for the latest information.

During a district-declared emergency the mode of class instruction may change.

See our website: https://passport2.peralta.edu/
<table>
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<td>peralta.edu and click on &quot;For Students&quot; on the left side. Then select &quot;Student Email&quot;; Instructor contact: <a href="mailto:TBA@peralta.edu">TBA@peralta.edu</a></td>
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** 7A HISTORY OF THE UNITED STATES TO 1877  
History of the United States from colonial days to Reconstruction (1877)  
30541 Lec Bolick ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email". Instructor contact: pbolick@peralta.edu

** 19 HISTORY OF CALIFORNIA  
California’s multi-ethnic history from the pre-Spanish period to the present  
30460 Lec Bolick ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email". Instructor contact: pbolick@peralta.edu

** 30A HUMAN VALUES/ETHICS  
Analysis of concepts of good and right in our society and of criteria of conduct  
30401 Lec Tesfai ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email". Online course. Email instructor: rubin@peralta.edu

** 40 RELIGIONS OF THE WORLD  
Comparative study of the world’s great religions  
30377 Lec Sabzevary ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email". Online course. Email instructor: asabzevary@peralta.edu

** 1A ELEMENTARY JAPANESE  
Study of practical vocabulary, grammar, sentence patterns, and aural-oral skills in Japanese  
30372 Lec Piett ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email". Online course. Email instructor: spiett@peralta.edu

30562 Lec Uchima-Decena ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email". Online course. Email instructor: aucimadecena@peralta.edu

** 51B YOGA II - BEGINNING 0.5 UNIT  
Activity class  
30421 Lab 6:00-7:15 PM MTWTh Staff ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email". Instructor contact: TBA@peralta.edu

** 51C YOGA III - INTERMEDIATE 0.5 UNIT  
Activity class  
30491 Lab 6:00-7:15 PM MTWTh Staff ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email". Instructor contact: TBA@peralta.edu

** 70A SPEED TRAINING I - FUNDAMENTALS 0.5 UNIT  
Activity class  
30497 Lab 12:50-2:55 PM MTWTh Ramos ONLINE Laney

** 70B SPEED TRAINING II - BEGINNING 0.5 UNIT  
Activity class  
30513 Lab 12:50-2:55 PM MTWTh Ramos ONLINE Laney

** 80A BASKETBALL I - FUNDAMENTALS 0.5 UNIT  
Activity class  
30514 Lab 2:00-3:15 PM MTWTh Williams ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email". Instructor contact: rwilliams@peralta.edu

** 80B BASKETBALL II - BEGINNING 0.5 UNIT  
Activity Class  
30515 Lab 2:00-3:15 PM MTWTh Williams ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email". Instructor contact: rwilliams@peralta.edu

** 80C BASKETBALL III - INTERMEDIATE 0.5 UNIT  
Activity class  
30516 Lab 2:00-3:15 PM MTWTh Williams ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email". Instructor contact: rwilliams@peralta.edu

** 80D BASKETBALL IV - COMPETITIVE 0.5 UNIT  
Activity Class  
30517 Lab 2:00-3:15 PM MTWTh Williams ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email". Instructor contact: rwilliams@peralta.edu

** 89A FOOTBALL - OFFENSIVE I - FUNDAMENTALS 1 UNIT  
Activity class  
30426 Lab 5:50-7:05 PM MTWTh Staff ONLINE Laney  
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email". Instructor contact: jhagenson@peralta.edu
** 89B **  FOOTBALL - OFFENSIVE II - 1 UNIT BEGINNING
Activity class

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** 90A **  FOOTBALL - DEFENSIVE I - 1 UNIT FUNDAMENTALS
Activity class

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** 90B **  FOOTBALL - DEFENSIVE II - 1 UNIT BEGINNING
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** 150 **  INTRODUCTION TO KINESIOLOGY 3 UNITS
Introduction to interdisciplinary approach to the study of human movement

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** 3A **  CALCULUS I 5 UNITS
Theorems on limits and continuous functions, derivatives, differentials and applications

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** 3B **  CALCULUS II 5 UNITS
Applications of the definite integral

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** 13 **  INTRODUCTION TO STATISTICS 4 UNITS
Introduction to theory and practice of statistics

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

** 15 MATHEMATICS FOR LIBERAL ARTS 3 UNITS STUDENTS**
Fundamental ideas underlying modern mathematics
PREREQUISITE: MATH 203 OR 211D

** 16A CALCULUS FOR BUSINESS AND LIFE/ 3 UNITS SOCIAL SCIENCES**
Introduction to analytic geometry and differential and integral calculus of algebraic functions with particular attention paid to simple applications
PREREQUISITE: MATH 1 OR 2

** 50 TRIGONOMETRY 3 UNITS**
Introduction to functional trigonometry
PREREQUISITE: MATH 202, AND MATH 203 OR 211D

** 201 ELEMENTARY ALGEBRA 4 UNITS**
Basic algebraic operations
PREREQUISITE: MATH 225 OR 250 OR 251D OR 253 OR PLACEMENT THROUGH MULTIPLE-MEASURES ASSESSMENT PROCESS

** 202 GEOMETRY 3 UNITS**
Introduction to plane geometry emphasizing mathematical logic and proofs
PREREQUISITE: MATH 201 OR 210D

** 203 INTERMEDIATE ALGEBRA 4 UNITS**
Intermediate algebraic operations
PREREQUISITE: MATH 201 OR 210D

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

** 30380 Lec 1:00-4:35 PM MTWTh Staff ONLINE Laney**
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Instructor contact: TBA@peralta.edu

210A ELEMENTARY ALGEBRA (LAB) 1 UNIT
Elementary Algebra Lab A
PREREQUISITE: MATH 225 OR 250 OR 251D OR 253 OR PLACEMENT THROUGH MULTIPLE-MEASURES ASSESSMENT PROCESS

210B ELEMENTARY ALGEBRA (LAB) 1 UNIT
Continuation of MATH 210A
PREREQUISITE: MATH 210A

210C ELEMENTARY ALGEBRA (LAB) 1 UNIT
Continuation of MATH 210B
PREREQUISITE: MATH 210B

210D ELEMENTARY ALGEBRA (LAB) 1 UNIT
Continuation of MATH 210C
PREREQUISITE: MATH 210C

211A INTERMEDIATE ALGEBRA (LAB) 1 UNIT
Intermediate Algebra Lab
PREREQUISITE: MATH 201 OR 210D

211B INTERMEDIATE ALGEBRA (LAB) 1 UNIT
Continuation of MATH 211A
PREREQUISITE: MATH 211A

211C INTERMEDIATE ALGEBRA (LAB) 1 UNIT
Continuation of MATH 211B
PREREQUISITE: MATH 211B

211D INTERMEDIATE ALGEBRA (LAB) 1 UNIT
Continuation of MATH 211C
PREREQUISITE: MATH 211C

Information and classes are subject to change, please see online schedule for the latest information.
During a district-declared emergency the mode of class instruction may change.
See our website: https://passport2.peralta.edu/
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<td>0.5 UNIT</td>
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<td>PRE-ALGEBRA</td>
<td>3 UNITS</td>
<td>Fundamentals of pre-algebra</td>
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**MEXICAN AND LATIN AMERICAN STUDIES**

**30B** SURVEY OF LATIN-AMERICAN FILMS 3 UNITS

Critical examination of cinema from throughout Latin America and Spain that relate to Latino cultural experiences.

30572  Lec  Christenson  ONLINE  Laney

**35** WOMEN OF COLOR 3 UNITS

Interdisciplinary examination of the lives of women of color in the U.S.

30566  Lec  Damarto  ONLINE  Laney

**8D** MUSIC HISTORY: THE TWENTIETH CENTURY THROUGH THE PRESENT 3 UNITS

History of Western Art Music

30829  Lec  Reager  ONLINE  Laney

**10** MUSIC APPRECIATION 3 UNITS

Survey designed to enhance the enjoyment of music with emphasis on listening

30367  Lec  Lehmann  ONLINE  Laney

**15A** JAZZ, BLUES AND POPULAR MUSIC IN THE AMER. CULTURE 3 UNITS

Historical and critical analysis of unique American music

30341  Lec  Lehmann  ONLINE  Laney

30947  Lec  Gove  ONLINE  Laney

Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on “For Students” on the left side. Then select “Student Email”; Instructor contact: jgove@peralta.edu
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<tr>
<td><strong>100</strong></td>
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** 1 INTRODUCTION TO SOCIOLOGY 3 UNITS**
Basic concepts, theoretical approaches, and methods of sociology

30360 Lec Mahabir ONLINE Laney
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email" Online course: Contact instructor cmahabir@peralta.edu

** 2 SOCIAL PROBLEMS 3 UNITS**
Study of society through the application of sociological principles and critical thinking skills to the identification and analysis of selected social problems

30398 Lec 1:00-3:50 PM MTWTh Douglass ONLINE Laney
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email" - Contact instructor mdouglass@peralta.edu

** 120 INTRODUCTION TO RESEARCH 3 UNITS METHODS**
Introduction to empirical research for the social sciences
PREREQUISITE: SOC 1

30948 Lec Staff ONLINE Laney
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email" - Contact instructor TBA@peralta.edu

** 1A ELEMENTARY SPANISH 5 UNITS**
Development and application of language skills and cultural exploration of the Spanish speaking world

30344 Lec Lopez ONLINE Laney
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email" - Contact instructor slopez@peralta.edu

** 1B ELEMENTARY SPANISH 5 UNITS**
Continuation of Spanish 1A
PREREQUISITE: SPAN 1A

30345 Lec Rodriguez ONLINE Laney
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email" - Contact instructor erodriguez@peralta.edu

** 33 AEROBICS 0.5 UNIT**
Activity class

30472 Lab 5:00-6:50 PM MTW James ONLINE Laney
06/01/2020 - 07/08/2020 Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Instructor contact: jdawn@peralta.edu

** 35 BOOTCAMP 0.5 UNIT**
Activity class

30419 Lab 6:00-7:50 AM MTWTh Gardner ONLINE Laney
06/01/2020 - 07/08/2020 Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Instructor contact: dcheyne@peralta.edu

** 54D CROSS FITNESS IV - EXPERIENCED 1 UNIT**
Activity class

30422 Lab 6:45-8:50 AM MTWTh Evans ONLINE Laney
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Instructor contact: kevans@peralta.edu

30423 Lab 12:00-2:05 PM MTWTh Linares ONLINE Laney
Fitness Center (Summer) Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Instructor contact: dlinares@peralta.edu

30442 Lab 12:50-2:55 PM MTWTh Ramos ONLINE Laney
Fitness Center (Summer) Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Instructor contact: jramos@peralta.edu

** 59A STRENGTH TRAINING FOR SPORTS I - 0.5 UNIT FUNDAMENTALS**
Activity class

30484 Lab 5:00-6:50 PM MTW James ONLINE Laney
06/01/2020 - 07/08/2020 Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Instructor contact: jdawn@peralta.edu

** 59B STRENGTH TRAINING FOR SPORTS II - 0.5 UNIT BEGINNING**
Activity class

30485 Lab 5:00-6:50 PM MTW James ONLINE Laney
06/01/2020 - 07/08/2020 Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Instructor contact: jdawn@peralta.edu

** 59C STRENGTH TRAINING FOR SPORTS III 0.5 UNIT - INTERMEDIATE**
Activity class

30486 Lab 5:00-6:50 PM MTW James ONLINE Laney
06/01/2020 - 07/08/2020 Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Instructor contact: jdawn@peralta.edu

** 59D STRENGTH TRAINING FOR SPORTS IV 0.5 UNIT - COMPETITION**
Activity class

30487 Lab 5:00-6:50 PM MTW James ONLINE Laney
06/01/2020 - 07/08/2020 Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Instructor contact: jdawn@peralta.edu

30605 Lab 1:00-2:15 PM MTWTh Crowley ONLINE Laney
Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Instructor contact: rcrowley@peralta.edu

** 67A SPORTS TRAINING I-FUNDAMENTALS 0.5 UNIT**
Activity class

30524 Lab 6:45-8:00 AM MTWTh Cheyne ONLINE Laney
Fitness Center (Summer) Note: All instructions and communications for this class will be sent to Peralta student email accounts. To access your student email account, go to www.peralta.edu and click on "For Students" on the left side. Then select "Student Email"; Instructor contact: dcheyne@peralta.edu

Information and classes are subject to change, please see online schedule for the latest information. During a district-declared emergency the mode of class instruction may change. See our website: https://passport2.peralta.edu/
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See our website: https://passport2.peralta.edu/
Prerequisites

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

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

1. If you have taken the prerequisites at a Peralta College after 1987 and have received a grade of C or better in it, you are allowed to enroll.

2. If you are currently taking the prerequisites, you are allowed to enroll conditionally until your grade is received. If your grade in the prerequisites is below a C, you will be automatically dropped from the higher level course. You will be informed of this by Peralta email.

3. If you have met the prerequisites through a course taken at another college, you will need to submit proof to the counseling department.

4. If you feel the prerequisite has been met through assessment at another institution, and you have either your scores and placement recommendations or a transcript showing the courses you assessed into and enrolled in, or through other means, (this is referred to as “Multiple Measure Assessment” in the class schedule), please see a counselor. The counselor will look at your test scores and discuss your preparation for the course. If the counselor determines that you have met the prerequisites, he/she will clear you for the course and you will be allowed to enroll.

5. If you feel that you have met the prerequisites through your life experience, or you believe that the prerequisites is unnecessary or unlawful, go to the admissions office to complete and sign a Petition for Prerequisite Challenge. You will immediately be cleared to enroll, pending review of your petition by faculty. If your challenge is approved you will remain in the class. If your petition is denied, you will be dropped from the class. You will be informed of this by phone. Challenge petitions must be approved or denied within five working days of the day they were filed. If your petition is not reviewed within five working days, you will remain in the class.

Co-requisites

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

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

Open Classes

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

Student Study Load

In order to complete an Associate in Arts or Associate in Science degree at one of the Peralta Colleges in two years, an average unit load of 15 units per term is often necessary. Students may not carry more than 18 units (including a combined total of all Peralta Colleges) without prior approval of a counselor. Counselor approval is required for excess units up to 21.5 units. Enrollment in 22 to 25 units requires approval of the Dean of Student Services. Under no circumstances will approval be granted beyond 25 units. The maximum number of units for the Summer Session is ten (10). For college purposes, a full-time student is one who is carrying 12 or more units. Students are not permitted to enroll in classes with conflicting or overlapping meeting times.
Board Policy 3410 Nondiscrimination

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

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

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

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

Administrative Procedure 3410 Nondiscrimination

Educational Programs and other Services

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

A. All classes, including credit, noncredit and not-for-credit, shall be conducted without regard to the gender of the student enrolled in the classes. As defined in the Penal Code, “gender” means sex, and includes a person’s gender identity and gender-related appearance and behavior whether or not stereotypically associated with the person’s assigned sex at birth.

B. The District shall not prohibit any student from enrolling in any class or course on the basis of gender.

C. Academic staff, including but not limited to counselors, instructors and administrators shall not offer program guidance to students which differs on the basis of gender.

D. Insofar as practicable, the District shall offer opportunities for participation in athletics equally to male and female students.

Title IX

Peralta Community College District recognizes that sexual assault, dating and domestic violence, and stalking are serious issues. Each college and the District seek to ensure that members of the campus community are aware that such behavior is prohibited by law and by Federal, State, and District policies, and that prohibited behaviors have no place in our learning and work environment. Each campus has designated coordinators and resources for information and support. For inquiries and assistance, please visit: http://web.peralt.edu/health-services/title-ix/.
Board Policy 3430 Prohibition of Harassment

The District is committed to providing an academic and work environment that respects the dignity of individuals and groups. The District shall be free of sexual harassment and all forms of sexual intimidation and exploitation. It shall also be free of other unlawful harassment as defined in Administrative Procedure 3430, including that which is based on any of the following statuses: race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, gender identification, age, or sexual orientation of any person, military and Veteran status or because he or she is perceived to have one or more of the foregoing characteristics.

The District seeks to foster an environment in which all students, employees and other persons using the services of the district feel free to report incidents of harassment without fear of retaliation or reprisal. Therefore, the District also strictly prohibits retaliation against any individual for filing a complaint of harassment or for participating in a harassment investigation. Such conduct is illegal and constitutes a violation of this policy. All allegations of retaliation will be swiftly and thoroughly investigated. If the District determines that retaliation has occurred, it will take all reasonable steps within its power to stop such conduct. Individuals who engage in retaliatory conduct are subject to disciplinary action, up to and including termination or expulsion.

Any student, employee or other person using the services of the district who believes that he or she has been harassed or retaliated against in violation of this policy should immediately report such incidents by following the procedures described in AP 3430. Supervisors are mandated to report all incidents of harassment and retaliation that come to their attention.

This policy applies to all aspects of the academic environment, including but not limited to classroom conditions, grades, academic standing, employment opportunities, scholarships, recommendations, disciplinary actions, and participation in any community college activity. In addition, this policy applies to all terms and conditions of employment, including but not limited to the removal, suspension or expulsion of a student.

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

The Chancellor shall establish procedures that define harassment. The Chancellor shall further establish procedures for employees, students, and other members of the campus community that provide for the investigation and resolution of complaints regarding harassment and discrimination, and procedures for students to resolve complaints of harassment and discrimination. All participants are protected from retaliatory acts by the District, its employees, students, and agents.

Privacy Rights of Students

As a student or former student of a Peralta College, you have a right to 1) access and inspect official educational records relating to you as maintained by the District, and 2) amend such records should you believe them to be inaccurate, unsubstantiated, or misleading. (Federal Educational Rights and Privacy Act of 1974, Board Policy 5040, Administrative Procedures 5040, and Administrative Procedures 5045)

Student Conduct Grievance and Due Process Policies

The Peralta Colleges have established regulations and procedures for the imposition of discipline on students in accordance with the requirements for due process of the federal and state law. Board Policy 5500 and Administrative Procedures 5500 clearly define the standards of conduct that is subject to discipline, detail the discipline due process, and identify potential disciplinary actions, including but not limited to the removal, suspension or expulsion of a student.

The College and the District shall ensure that students are accorded due process as stated in the written procedures. The Board Policy and Administrative Procedures are posted online and a copy may be obtained at the Office of the Vice President of Student Services.
Campus Safety

The Peralta Community College District contracts police services with the Alameda County Sheriff’s Office, to provide security patrol services for Laney College, Merritt College and the College of Alameda. With regard to Berkeley City College, the Sheriff’s Office primary function is compiling statistical information only. The Berkeley Police Department is responsible for security patrol functions at Berkeley City College. A-1 Protective Services also provides patrol Monday - Saturdays.

Mission Statement

The Alameda County Sheriff’s Office/Peralta Police Services mission is to preserve the peace, maintain order and enforce state, federal, and local laws. Our goal is to provide a safe environment so that the educational process can be conducted in an orderly and uninterrupted manner. Deputies focus on “partnerships” in addressing problems and/or concerns identified by campus staff and students.

Peralta Police Authority

Deputies assigned to the Peralta Community College District have peace officer authority, pursuant to section 830.1 of the California Penal Code. Each deputy has met all state standards and training requirements, and has the same authority as municipal police officers. Sheriff Technicians also are employed by Police Services, but do not have peace officer authority. Peralta Police works in partnership with and will request assistance from the Oakland Police Department, Alameda Police Department or the Berkeley Police Department for incidents which require resources not readily available at Peralta Colleges.

Peralta Police Services joins the entire Peralta College Community in welcoming you. The goal of our department is to provide the safest possible environment for all campuses, so everyone can enjoy all of its facilities. Although your safety is our major concern, we also monitor fire and intrusion alarms as well as enforce parking regulations. Calls for service are prioritized and response time will vary with the location, nature and urgency of the situation.

Crime Prevention

Crime prevention is the responsibility of all staff and students. Members of the campus community should be aware of their surroundings and of circumstances which seem out of the ordinary. Willingness to look out for each other and to report all suspicious individuals or activities to the campus police will assure that the campus will be a safe, secure place to work and to study.

Personal Safety Tips

It’s easy to give criminals an opportunity to strike; just be a little careless, forgetful, too trusting, and gullible. But, it’s just as easy to remove the temptation; by being careful, alert, cautious, and aware. Most criminal activity occurs because opportunities exist for crimes to be committed. Take away the opportunity and crime can be greatly reduced. You are your own best security.

An awareness of the following crime prevention pointers, together with your own common sense, will help reduce the opportunity for others to commit a crime against you.

- Lock your car, office or residence whenever leaving it.
- Keep your car or building key ready in your hand
- Avoid unnecessary hazards of poorly lighted or unfamiliar areas.
- Know the locations of telephones and “Blue Phones” on campus.
- When working after hours, notify Police Services of your location. Lock all doors leading to the area you are in.
- Never leave personal items unattended in common areas.

Questions, suggestions and/or concerns regarding Campus Safety and Security may be directed to Police Services at (510) 465-3514. Your fears and concerns will be treated with the utmost importance by Peralta Police Services.

Bike Patrol

Peralta Police’s commitment to continuous improvement towards enhancing the personal safety of students and visitors to the Peralta Community created the desire for a bike patrol. This was established during the summer of 1997. The bikes will allow officers to reach locations inaccessible to the patrol car and at the same time respond quicker than officers patrolling on foot. Also the bike patrol enhances our relations with the Peralta Community by making us more accessible to the public.

Weapons Policy

The unauthorized use, possession or storage of weapons, fireworks, or explosives is prohibited on any Peralta College premise (including vehicles) or at any Peralta Community College-sponsored activity. Weapons may include, but are not limited to, firearms, pellet guns, bows and arrows, martial arts equipment, switchblade knives, swords, large knives, and clubs.
Parking & Traffic Regulations

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

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

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

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

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

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

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

Daily parking permits expire at 10:45 p.m. each night and the parking lot gates are locked and secured at 11:00 p.m. each evening. Overnight parking is not authorized and vehicles will be towed at the owner’s expense. (Contact Peralta Police Services for towed vehicles at 510-465-3456).

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

Semester parking permits may be purchased for the student parking at Laney, Merritt and College of Alameda campuses for $40.00 ($20.00 for motorcycles).

The summer session rate is $20.00 for cars ($10.00 for motorcycles). Rates are subject to change.

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

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

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

Jeanne Clery Disclosure

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

Annual Security Report

The Peralta Community College District (PCCD) Annual Security Report (ASR) is provided in accordance with the Crime Awareness and Campus Safety Act of 1990 and subsequent amendments that led to its being renamed the Jeanne Clery Act in 1998. The ASR is part of ongoing efforts to inform you of the safety programs and services available and the crimes that are reported to Peralta Sheriff’s, local police partners and other campus security personnel. It also contains information about proactive steps you can take to help maintain a safe and secure campus for everyone. For more information about the latest Peralta Community College District Annual Security Report, please visit: http://web.peralta.edu/police-services/college-annual-security-reports-ars/.
For more information about Peralta Police Services and Crime Statistics, please visit: http://web.peralta.edu/police-services/
Blackboard Connect
(Emergency Notification and Early Warning System)
Blackboard Connect, Inc. is a mass notification and Early Warning system used by the Peralta Community College District to notify students and staff of any emergency situations occurring on PCCD campuses or other PCCD properties. Mass e-mails and text messages are sent out describing the incident and how students/staff should proceed. Because emergency situations change rapidly, recipients should not expect regular updates; however, every attempt will be made to disseminate pertinent information, including campus closures.

To receive Blackboard text messages/e-mails, you must provide the Office of Admissions and Records with current cell phone numbers/email addresses upon registering for classes.
You can make a difference in the lives of motivated Peralta students by supporting the Peralta Colleges Foundation

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

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

A Peralta Colleges Foundation scholarship can provide a student with:

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

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

☐ Yes, I want to make a difference in the lives of motivated students.

☐ $100 ☐ $75 ☐ $50 ☐ $35 ☐ $________

☐ I’ve enclosed a check payable to Peralta Colleges Foundation

☐ Please charge my credit card: ☐ Visa ☐ MasterCard ☐ American Express

Name _____________________________________________________________

Address ____________________________________________________________

City ________________________      State  __________    Zip _________________

Card # ___________________________ Exp. Date __________

Authorized Signature _____________________________        CVV #_________

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

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