

INDEX

A	
Abbreviations, Department	82
Ability to Benefit Requirement	26
Academic Accommodations Policy and Procedures (for Students with Disabilities)	64
Academic Counseling and Advising	39
Academic Enhancement Center	13
Academic Freedom and Freedom of Speech	50
Academic Good Standing	35
Academic Grievance (see Student Grievance Procedures) ...	54
Academic Policies	28
Academic Probation	36
Academic Progress Policy (Financial Assistance)	27
Academic Recognition – Associate Degree Honors	31
Academic Recognition – Honor Roll	31
Academic Renewal Policy	36
Access to Education Records	37
Accounting	101
Accreditation	11
Accuracy Statement	224
Administration of Justice	83
Administrative Assistant	101
Administrative Directory	4
Administrative Office Systems and Applications	101
Administrators	4, 205
Administrators Emeriti	211
Admission, Eligibility for	19
Admission for International Students	23
Admission for Veterans	23
Admissions and College Regulations	19
Admissions Procedures	23
Admissions Requirements	19
Admissions Requirements, Transfer (California State University System)	79
Admissions Requirements, Transfer (University of California System)	78
Advanced Placement Equivalency Chart	33
Advanced Placement Policy	32
Advanced Placement Procedures	32
Advising	23, 39, 42
Advising, Instructor	42
African-American Studies	86
Alameda Vocational/Technical Programs, College of	73
Allied Health Programs	13
Alternate Media Services	39
Animals on Campus	67
Anthropology	88
Anthropology Museum	14, 90
Appeals (Student Grievance Procedures)	58
Art	90
Asian and Asian-American Studies	94
Assessment and Testing	23
Assessment Services	39
Assistant Teacher (Child Development)	107
Associate Degree Honors (Academic Recognition)	31
Associate Degree, Requirements for the	69
Associate Degree, The	69
Associate Degrees and Certificates (Listing)	72
Associate Teacher (Child Development)	107
Associated Students of Merritt College (ASMC)	39
Astronomy	95
Athletics	14, 39
Attendance Policies	35
Auditing Classes	35
B	
Basic Landscape Horticulture	150
Berkeley Cooperative Admission Program (CAP)	77
Biology	95
Board of Governors Grant (BOGG)	26
Board of Trustees	4
Bookstore (see College Store)	39, 40
Bureau of Indian Affairs Grant (Financial Aid)	27
Business	101
Business Administration	102
Business, General	102
Business Information Processing	102
Business Management	102
C	
Calendar, 2005-2006	9
California Articulation Number (CAN) System	75
California Grants (Financial Aid)	26
California State University System	79
CalWORKs Program - see MERRITTWorks Program ...	39, 43
Campus Center	40
Campus Center Use Fee	24
Campus Information Directory	8
Campus Map	225
(CAN) System, California Articulation Number	75
(CAP), Berkeley Cooperative Admission Program	77
Capital Outlay Fee, Nonresident	24
Capital Outlay Fee Refund Policy	25
CARE Program	41
Career Center	40
Career Counseling	40
Cashier's Office	40
Catalog Rights	69
Certificate of Achievement	73
Certificate of Completion	73
Certificate of Skills	73
Certificates, Associate Degrees and (Listing)	72

INDEX

Certified Nurse Assistant/Home Health Aide 13, 172

Challenges, Prerequisite/Corequisite 34

Change of Classes 23, 29

Chemistry 105

Child Development 106

Children's Center 40

Chinese 114

Class Cancellations (Fee Refund) 25

Classes, Full-Term (Fee Refund) 25

Classes, Short-Term and Open-Entry/Open-Exit
(Fee Refund) 25

Classes, Variable-Unit (Fee Refund) 25

Classified Staff 206

Classified Staff Emeriti 212

Clubs and Organizations, Student 45

Code of Conduct, Student 59

College Calendar 2005-2006 9

College/Community Relations 14

College/District Administrators 4, 205

College Hour 40

College of Alameda Vocational/Technical Programs 73

College of Letters and Science: Breadth Requirements
(University of California System) 79

College Preparatory Subject Requirements
(California State University System) 80

College Resources and Activities 13

College Store/Bookstore 40

Communication (formerly Speech) 114

Community Services 14, 115

Community Social Services 115

Complaint Procedures, Discrimination 47

Computer-Assisted Instruction (see Academic
Enhancement Center) 13

Computer Information Systems 117

Computer Networks and Communications 117

Concurrent Enrollment, Information on 75

Conduct, Discipline, and Due Process Rights, Student 58

Conflicting Classes, Enrollment in 30

Cooperative Admission Program (CAP), Berkeley 77

Cooperative Agencies Resources for Education (CARE) 41

Cooperative Education 30, 120

Corequisites, Prerequisites, and Recommended
Preparation 34, 81

Corrections (Administration of Justice) 84

Counseling (Courses) 121

Counseling and Advising, Academic 39

Counseling, Career 40

Counseling, Follow-Up 24

Counseling, Personal 44

Counseling Services 41

Course Descriptions 83-200

Course Numbering 81

Course Requirements for California State Universities,
General Education Certification and 80

Courses, Cross-Referenced/Cross-Listed 82

Courses, Independent Study 81

Courses, Selected Topics 82

Credit by Examination 31

Credit for Military Experience 31

Credit from Other Institutions 30

Credit/No-Credit Grading Policy 28, 31

Credit, Units of 81

Crime Prevention and Personal Safety Tips 14

Cross-Referenced/Cross-Listed Courses 82

Curriculum Patterns and Courses 81

D

Dance 121

Definitions and Procedures (Grading Policy) 29

Degree, Requirements for the Associate 69

Degree, The Associate 69

Degrees and Certificates, Associate (Listing) 72

Degrees and Majors 69

Department Abbreviations 82

Dietary Assistant 176

Dietary Manager 176

Dietetic Technology 176

Directory, Campus Information 8

Disabled Students Programs and Services (DSP&S) 41

Discipline (Student Conduct and Due Process Rights) 58

Disclaimer Statement 224

Discrimination Complaint Procedures 47

Discrimination toward Students, Policy Prohibiting 47

Discrimination toward Students, Policy Prohibiting
(Spanish Version) 48

Dismissal, Standards for 36

Dismissal (Student Conduct, Discipline, and Due
Process Rights) 60

Distance Learning 81

District Administrators 4

District and College Policies 47

Drug-Free Campus, Preserving a 67

DSP&S Program 41

Due Process Rights for Suspensions and Expulsions 60

Due Process Rights, Student Conduct, Discipline, and 58

E

Early Intervention (Child Development) 108

East Bay Works (see Career Center) 40

Ecological Restoration 135

Economics 122

Education 122

INDEX

Education Records, Access to	37	Fee, Returned-Check	24
Electronic Classroom (see Academic Enhancement Center)	13	Fee, Transcript	25
Eligibility for Admission	19	Fees	24
Eligibility Policies (Financial Aid)	27	Fees and Other Obligations, Nonpayment of	25
Emergency Blue Phones	15	Fees, Other Expenses	24
Emergency Medical Technician	14, 123	Fees, Parking	24
Emeriti Staff	209	Financial Aid	26, 41
Employment (also see Career Center)	27	Financial Aid, Requirements for	27
Engineering	123	Financial Assistance	26
English	124	Fire Science	141
English as a Second Language	128	Follow-Up Counseling	24
Enrollment	23	Food Services	41
Enrollment Fee Assistance	24	Foreign Languages - see listings under:	
Enrollment Fee, California Community College	24	Chinese	114
Enrollment Fee Refund Policy	25	French	142
Enrollment in Conflicting Classes	30	Spanish	197
Environmental Design and Energy Technology	133	Swahili	198
Environmental Hazardous Materials Technology	134	Foreign Students (see International Students)	23, 42
Environmental Management & Restoration Technology	135	Forestry	142
Environmental Studies	137	Freedom of Speech, Academic Freedom and	50
Environmental Technology	141	French	142
EOPS Grants	26	Full-Term Classes (Fee Refund)	25
EOPS Programs and Services	41	Further Definitions and Procedures (Grading Policy)	29
Equipment	15		
Equivalency, Prerequisite/Corequisite	34	G	
Ethnic Studies - see listings under:	141	General Business	102
African-American Studies	86	General Curriculum (see Liberal Arts)	163
Asian and Asian-American Studies	94	General Education/Breadth Requirements (University of California System)	78
Mexican and Latin-American Studies	168	General Education Certification and Course Requirements for California State Universities	80
Native American Studies	171	General Education Degree Requirements (see Academic Accommodations Policy and Procedures for Students with Disabilities)	65
Evening and Saturday Classes	15	General Education Requirements	70
Examination, Credit by	31	General Information	7, 11
Excess Units	30	General Requirements (University of California System) ...	78
Exemption from Assessment Component Only (Matriculation)	21	Geographic Information Systems/Global Positioning Systems (GIS/GPS)	136
Exemption from Matriculation	20	Geography	143
Expenses, Other (Fees)	24	Geology	143
Expulsions, Due Process Rights for Suspensions and	60	"Gold" ID Card, Student	45
Extended Opportunity Programs and Services (EOPS) ..	26, 41	Good Standing, Academic	35
		Grade Change	28
F		Grade-Point Average	28
Faculty	15, 201	Grading Policy	28, 29
Faculty Emeriti	209	Grading Policy, Credit/No-Credit	31
Federal Grants (Financial Aid)	26	Grading Policy Symbols	28, 29, 81
Federal Work Study	27	Grants (Financial Aid)	26
Fee Assistance, Enrollment	24	Grievance Procedures, Student	54
Fee-Based Classes	15		
Fee Exemption, Nonresident	19		
Fee Refund Policy, Enrollment	25		
Fee Refund Policy, Nonresident Tuition & Capital Outlay ..	25		

INDEX

H

Harassment, Examples of Prohibited	49
Health Education	145
Health Professions and Occupations	145
Health Sciences	146
Health Services Center	41
Healthcare Interpreter	145
Hearing Procedure (Student Grievance Procedures)	56
Hearing Procedures (Student Conduct, Discipline, and Due Process Rights)	62
High School, Merritt College Middle	15
High School Proficiency Examination (University of California System)	78
High School Students (Admissions, Fees)	19, 24
High Tech Center (DSP&S)	42
History	147
History of Merritt College	11
History of the Peralta District	11
Home Health Aide, Certified Nurse Assistant/	13, 172
Honor Roll (Academic Recognition)	31
Horticultural Therapy	153
Housing	42
Human Ecology	137
Human Services	148
Humanities	148

I

ID Card, Student "Gold" (also see Student Activities)	45
ID/Library Card, Student (see Student Activities)	45
(IGETC), Intersegmental General Education Transfer Curriculum	77
Impacted Programs (University of California System)	78
In Memorium	213
In Progress (IP) Grade	28, 29
Incomplete (I) Grade	28, 29
Independent Study Courses	81
Independent Study Policy	30
Index	217
Information Directory, Campus	8
Instructor Advising	42
Intermediate Landscape and Parks Maintenance	151
Intermediate Landscape Design and Construction	151
Intermediate Nursery Management	152
International Student Services	42
International Students, Admission for	23
Internet Programming	117
Intersegmental General Education Transfer Curriculum (IGETC)	77
Intersessions, Summer Session and	16

L

Landscape and Parks Maintenance Specialist	152
Landscape Design and Construction Specialist	151
Landscape Horticulture	150
Laney College Vocational/Technical Programs	73
Learning Center (also see Academic Enhancement Center)	13, 42
Learning Opportunity Program (DSP&S)	42
Learning Resources (Courses)	162
Learning Resources Center	15
Leave of Absence (Attendance Policies)	35
Legal Office Assistant	102
Liberal Arts (formerly General Curriculum)	163
Library (also see Learning Resources Center)	15, 43
Library Card, Student ID/ (see Student Activities)	45
Library Information Studies	164
Licensed Vocational Nursing	13, 199
Lost and Found	43

M

Major or Certificate Requirements (see Academic Accommodations Policy and Procedures for Students with Disabilities)	65
Majors	72
Majors, Degrees and	69
Making Up Missing College Preparatory Subject Requirements (California State University System)	80
Map, Merritt College Campus	225
Math Learning Center (see Academic Enhancement Center)	13
Mathematics	165
Matriculation Procedures	20
Matriculation (Spanish Version)	21
Matriculation (Student Success Program)	20
Medical Assisting	168
Medical Emergencies	43
Memorium, In	213
Merritt College Administrators	4, 205
Merritt College Campus Map	225
Merritt College Classified Staff	206
Merritt College Faculty	15, 201
Merritt College History	11
Merritt College Middle High School	15
Merritt College Vocational/Technical Programs	74
MERRITTWorks (CalWORKs)	43
Mexican and Latin-American Studies	168
Microcomputer Software Specialist	117
Military Experience, Credit for	31
Military Residence Exemption	19
Military Withdrawal (MW) Grade	28, 29
Mission of Merritt College	12

INDEX

Mission of Peralta Community College District 12
 Music 169

N

Native American Studies 171
 Natural Sciences 171
 No-Credit Grading Policy, Credit/ 28, 31
 Nondiscrimination Policies and Procedures 47
 Nondiscrimination Policy (Chinese Version) 215
 Nondiscrimination Policy (Spanish Version) 48
 Nondiscrimination Policy (Vietnamese Version) 216
 Nonpayment of Fees and Others Obligations 25
 Nonresident Capital Outlay Fee 24
 Nonresident Fee Exemption 19
 Nonresident Students 19
 Nonresident Tuition 24
 Nonresident Tuition Refund Policy 25
 Nonresidents, Requirements for (University of California System) 78
 Numbering of Courses 81
 Nurse Aide (Certified Nurse Assistant) 13, 172
 Nursery Management Specialist 152
 Nursing, Associate Degree (Registered) 13, 172
 Nutrition and Dietetics 14, 176

O

Occupational Safety and Health 180
 Office Administrator 102
 Open Classes 30
 Orientation and Advising 23, 44
 Other Expenses (Fees) 24

P

Paralegal Studies 180
 Parking Fees 24
 Parking on Campus and Traffic Regulations 44
 Pathway II Certificate (Nutrition and Dietetics) 178
 PC Applications Help Desk Specialist 117
 Pell Grants, Federal 26
 Peralta District History 11
 Personal Counseling 44
 Personal Safety Tips, Crime Prevention and 14
 Petition for Prerequisite/Corequisite Challenge 34
 Petition for Prerequisite/Corequisite Equivalency 34
 Petition for Prerequisite/Corequisite Substitution 34
 Philosophy 181
 Physical Education 182
 Physical Science 184
 Physics 185

Placement Policy and Procedures, Advanced 32
 Police Academy Course (see Administration of Justice) 85
 Police Science (Administration of Justice) 83
 Police Services 16, 44
 Political Science 185
 Pre-Collegiate Academy 16
 Preparing to Transfer 75
 Prerequisite/Corequisite Challenge 34
 Prerequisite/Corequisite Equivalency 34
 Prerequisite/Corequisite Substitution 34
 Prerequisites, Corequisites, and Recommended Preparation 34, 81
 Preserving a Drug-Free Campus 67
 Private Universities and Colleges 80
 Probation, Academic 36
 Probation, Progress 36
 Programs Offered at the Peralta Colleges, Vocational/Technical 73
 Progress Probation 36
 Psychology 187
 Puente Program 45

R

Racial Harassment and Discrimination, Sexual and (see Policy Prohibiting Discrimination toward Students) 47
 Radiologic Science 14, 188
 Real Estate 194
 Recommended Preparation, Prerequisites, Corequisites and 34, 81
 Records, Access to Education 37
 Recreation and Leisure Services 195
 Refund Policies 25
 Refund Policy, Enrollment Fee 25
 Refund Policy, Nonresident Tuition and Capital Outlay Fee 25
 Registered Nursing 13, 172
 Registration & Enrollment (Admissions Requirements) 19, 23
 Regulations, Title 5 67
 Renewal Policy, Academic 36
 Repeated Courses 29
 Report Delayed (RD) Grade 28, 29
 Requirements for California State Universities, General Education Certification and Course 80
 Requirements for Financial Aid 27
 Requirements for Nonresidents (University of California System) 78
 Requirements for the Associate Degree 69
 Requirements for the Baccalaureate Degree (University of California System) 79
 Requirements, General Education 70

INDEX

Requirements, General Education/Breadth (University of California System)	78
Requirements, General (University of California System)	78
Requirements, Making Up Missing College Preparatory Subject (California State University System)	80
Residence Exemption, Military	19
Residence Requirements	19
Returned-Check Fee	24
Right-to-Know Disclosure, Student	67
Rights, Student - see:	
Academic Accommodations Policy and Procedures	64
Catalog Rights	69
Policy Prohibiting Discrimination	47
Student Conduct, Discipline, and Due Process Rights	58
Student Grievance Procedures	54

S

Safety Aides	45
Satisfactory Academic Progress Policy	27
Saturday Classes, Evening and	15
Scholarship Information	45
Scholarships	26
Selected Topics Courses	82
Sexual and Racial Harassment and Discrimination (see Policy Prohibiting Discrimination toward Students)	47
Sexual Assault Policy and Procedures	53
Short-Term and Open-Entry/Open-Exit Classes (Fee Refund)	25
Smoke-Free Campus	67
Social and Behavioral Sciences	196
Sociology	197
Software Development	117
Solid Waste Management Technology	197
Spanish	197
Speech (see Communication)	114
Staff, College	201
Standards for Dismissal	36
Student Academic Grievance Procedure (see Student Grievance Procedures)	54
Student Activities	45
Student Clubs and Organizations	45
Student Code of Conduct	59
Student Conduct, Discipline, and Due Process Rights	58
Student "Gold" ID Card	45
Student Grievance Procedures	54
Student Health Services (Health Services Center)	41
Student ID/Library Card (see Student Activities)	45

Student Right-to-Know Disclosure	67
Student Rights - see:	
Academic Accommodations Policy and Procedures	64
Catalog Rights	69
Policy Prohibiting Discrimination	47
Student Conduct, Discipline, and Due Process Rights	58
Student Grievance Procedures	54
Student Services	39
Student Study Load	30
Student Success Program (Matriculation)	20
Students, High School (Admissions, Fees)	19, 24
Students, Nonresident	19
Students with Disabilities, Academic Accommodations Policy for	64
Study Load, Student	30
Substance Abuse (Community Social Services)	115
Substitutions, Prerequisite/Corequisite	34
Summer Session and Intersessions	16
Supplemental Educational Opportunity Grant, Federal (FSEOG)	26
Suspensions and Expulsions, Due Process Rights for	60
Swahili	198

T

Taxonomy of Program (TOP) Numbers	82
Teacher (Child Development)	107
Telephone Numbers on Campus (see Campus Information Directory)	8
Testing, Assessment and	23
Title 5 Regulations	67
(TOP) Numbers, Taxonomy of Program	82
Traffic Regulations, Parking on Campus and	44
Transcript Fee	25
Transcripts	23, 25
Transfer Admissions Requirements (California State University System)	79
Transfer Admissions Requirements (University of California System)	78
Transfer Center	46, 75
Transfer, Preparing to	75
Transfer to Four-Year Colleges and Universities	75
Trustees, Board of	4
Tuition, Nonresident	24
Tuition Refund Policy, Nonresident	25
Turf and Landscape Management Professional	153
Turf and Landscape Management Specialist	153
Tutorial Program (also see Academic Enhancement Center, and Learning Center)	13, 42, 46
Tutoring Service, Vocational Education	46

INDEX

U

United States History, Constitution, and American Ideals	
Certification (California State University System)	80
Units, Excess	30
Units of Credit	81
University of California, Berkeley Campus	79
University of California System	77
University Requirements for the Baccalaureate Degree (University of California System)	79
Use Fee, Campus Center	24

V

Variable-Unit Classes (Fee Refund)	25
Veterans, Admission for	23
Veterans' Affairs Office	46
Violence Intervention and Counseling (Child Development)	108
Visitor Parking	44
Vista College Vocational/Technical Programs	74
Vocational Education Tutoring Service	46
Vocational Nursing (Licensed)	13, 199
Vocational/Technical Programs Offered at the Peralta Colleges	73

W

Weapons Policy	67
Web Page Authoring	117
Withdrawal from Classes/College	35
Withdrawal (W) Grade	28, 29
Work-Study Program (see Employment)	27