SAN DIEGO SAN DIEGO SAN DIEGO CITY COLLEGE MESA COLLEGE MIRAMAR















Table of Contents

General Formatting	
Chancellor's Message and Periodical Statement	2
Table of Contents and Ad Space	3
Academic Calendar and Key Dates	4
5 Steps to Registration	5
College Title Page and President's Message	6
Key Services Page	7
Campus Map Page	8
Course Listings Page	9
Full-Page Ads	12
Off-Campus Locations	13

Introduction

This Class Schedule Style Guide has been developed with reference to the San Diego Community College District Style Guide. In addition to providing consistency in communication, the Class Schedule Style Guide establishes standards for formatting, type face, and class information. The Class Schedule Style Guide is updated on a periodic basis to incorporate any changes to the SDCCD Style Guide and those suggestions of the Class Schedule Advisory Committee.

General Formatting

Page size: 8.25" x 10.625" with 0.5" bleed

Margins: 0.5"

Body: 7.75" x 10.125" OR

2 columns: 3.5" x 8.875" with 0.25" gutter

Font: All text is Myriad Pro Regular in color [Black] unless otherwise noted.

Split-word hyphenation is turned off in all paragraph styles. Text may be condensed to fit up to Tracking: -10.

• Em-dashes "—" indicate a part of speech. Use with no spaces before and after.

• En-dashes "-" indicate a range (dates, time, etc.). Include one space before and after.

• **Hyphens "-"** used to indicate an adjective descriptor ("8-week session," "advanced-level," "state-of-the-art").

Websites: When listing websites, include "http://" only when there is no "www." in URL.

Always include "https://" if it must be used. Underline websites.

Phone #s: Phone numbers separated by hyphens with no spaces (e.g. XXX-XXX-XXXX).

Images: Convert all images and pdfs to Grayscale and/or section PMS color.

College logo: Appears next to page number. Logo will list only "San Diego", the college name and "College".

Educational Cultural Complex section of City listings has City logo and information in footer.

Online listings section lists logos from all three colleges.

Section tab: Vertical tab in section PMS color. Tab is on right facing page and bleeds.

Section Tab Paragraph style: Myriad Pro Bold, Size: 18 pt, Color: [Paper] (white)

Page numbers: Bottom left corner of left facing page. Bottom right corner of right facing page.

Page number left/right Paragraph styles: Myriad Pro Bold, Size: 10 pt

Section PMS spot colors:

General	Pantone 3135 U	
City	Pantone 201 U	
Mesa	Pantone 287 U	
Miramar	Pantone 322 U	
Online courses	Pantone 3135 U	
Continuing Education	Pantone 368 U	

Please note that discrepancies in color may occur due to differences in viewing and printing technologies. Additionally, type of paper used and type of finish may also affect color. For example, newsprint has a tendency to absorb more ink and colors can appear muddier while print stock is often given a coated glossy finish which makes colors seem brighter.

Chancellor's Message and Periodical Statement

Chancellor's Message

Chancellor's and Presidents' Photos

• Size: 1.5" x 1.75"

Grayscale

 Stroke: Weight: 1 pt, Color: [Black]

 Captions: Myriad Pro, Size: 10 pt, Title in italics

Welcome Heading

Chancellor's Welcome heading Paragraph style

Myriad Pro Bold, Size:
 28 pt, Case: All Caps

Color: PMS 3135 U

Line below

• Stroke: 2 pt

Color: PMS 3135 U

• Length: 5.5328"

Chancellor's Welcome subheading Paragraph style

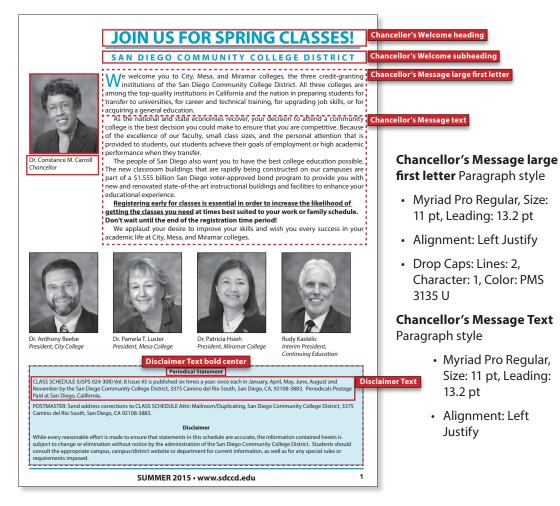
 Myriad Pro Bold, Size: 14 pt, Leading: 22pt, Case: All Caps, Tracking: 197

• Space Before: 0.0625"

Color: PMS 3135 U

Main Body

The Chancellor's message text may be modified to fit, with minimum font size 8 pt with 8 pt leading.



Periodical Statement and Disclaimer

Disclaimer Text bold center Paragraph style

- Myriad Pro Bold, Size: 9 pt, Leading: 10.8 pt
- · Alignment: Center
- Space Before: 0.08", Space After: 0.0625"

Disclaimer Text Paragraph style

- Myriad Pro Regular, Size: 9 pt, Leading: 10.8 pt
- Space After: 0.0825"

Table of Contents and Ad Space

Table of Contents

Table of Contents Header Paragraph style

· Myriad Pro Bold, Size: 20 pt, Case: All Caps

Color: PMS 3135 U

TOC with dot leader Paragraph style

- Myriad Pro Regular,
 Size: 12 pt, Leading: 17 pt
- Left Indent: 0.25", First Line Indent: -0.25"
- Leader: . (dot leader)

TOC Bold Paragraph style

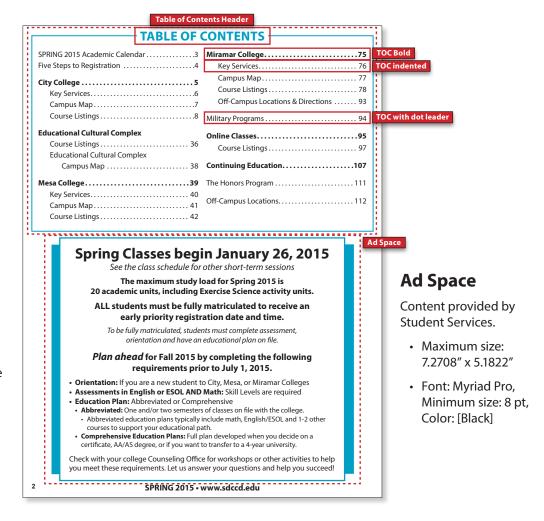
- Myriad Pro Bold, Size:
 12 pt, Leading: 17 pt
- Left Indent: 0.25", First Line Indent: -0.25"
- · Leader: . (dot leader)

TOC indented Paragraph style

- Myriad Pro Regular,
 Size: 12 pt, Leading: 17 pt
- Left Indent: 0.5", First Line Indent: -0.25"
- · Leader: . (dot leader)

Text Frame

- Number of Columns: 2, Gutter: 0.1667"
- Border: 1.5 pt, Color: PMS 3135 U
- Inset Spacing: 0.125", Top: 0.3125"



Academic Calendar and Key Dates

Academic Calendar Heading

· Background color: [Paper]

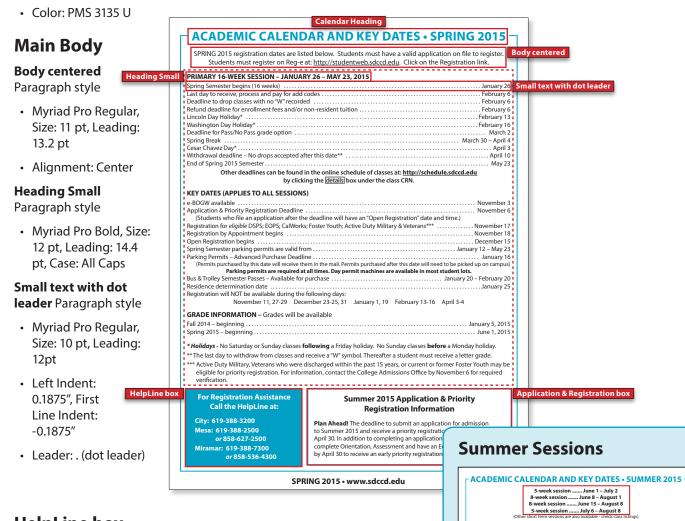
Calendar Header Paragraph style

• Myriad Pro Bold, Size: 20 pt, Case: All Caps

Text Frame

Border: 1.5 pt, Color: PMS 3135 U

· Inset Spacing: 0.125", Top: 0.3125"



HelpLine box

Sized to fit with height of Academic Calendar.

- Myriad Pro Bold, Minimum Size: 8 pt, Color: [Paper]
- Text Box: Color: PMS 3135 U

Application & Registration box

Sized to fit with height of Academic Calendar.

- Myriad Pro Regular OR Bold, Minimum Size: 8 pt
- Text Box: Border: 1.5 pt, Color: PMS 3135 U

Registration for larguise or 3, Cor 3, Lardwass, Toxes Todal, Active Guly mining a vecesials Registration by Appointment begins Parking Permits – Advanced Purchase Deadline . (Permits purchased by this date will receive them in the mail. Permits purchased after this need to be picked up on campus) required at all times. Day permit machines are available in most student lots.

egistration for eligible DSPS; EOPS; CalWorks; Foster Youth; Active Duty Military & Veterans

Summer session dates Paragraph style

- · Myriad Pro Bold, Size: 13 pt, Leading: 15.6 pt
- Alignment: Center

KEY DATES (APPLY TO ALL SUMMER SESSIONS)

5 Steps to Registration

5 Steps Heading

• Background color: [Paper]

5 Steps Circle

Height: 0.5625", Width: 0.5625"

Color: PMS 3135 U

Large step **number** Paragraph

- · Myriad Pro Bold Italic, Size: 41 pt, Leading: 49.2 pt
- Color: [Paper]

Heading

Heading Main Paragraph style

- Myriad Pro Bold, Size: 20 pt, Leading: 24 pt, Case: All Caps
- Color: PMS 3135 U

Main Body Step Number Circles

Height: 0.375", Width: 0.375"

Color: PMS 3135 U

STEPS TO REGISTRATION APPLY FOR ADMISSION S Steps Section Heading details about prerequisites, see the Student Guide to Who May Attend? Who May Attend? Admission to the San Diego Community College District is open to amone meeting one of the following criteria: Persons who possess a high school diploma or California inhich school proficiency exam certification or a high school in ship school in the school diploma or California appointment. 5 Steps text Who May Attend? Admission to the San Diego Community College District is oper to anyone meeting one of the following criteria: 5 Steps Bullet - Persons who possess a high school diploma or California high school proficiency exam certification or a high school coupulation could be considered to the constraint of the college under provisional admissions status; a high school students requesting concurrent enrollment may be admitted as 'special part-ime' students subject to special criteria. See details on Student Web Services at http://studentweb.sdcc.deu/. Lick on the Key Resources link and select Student Guide to College. high school proficiency exam certification or a high school

REGISTER FOR CLASSES

- New and Returning students will receive an appointment to register via email or U.S. mail if an application is submitted by
- register via email or U.S. mail if an application is submitted I April 30.

 Continuing students will automatically receive a priority appointment to register via email or U.S. mail once appointments have been generated.

 The maximum study load for Summer 2015 is 12 academic units, including bezreice Science activity units.

 All students must register online using Reg-e at https://studentweb.acc/aced/urfere_e/.

 For the most current listing of classes, access the online schedule of classes, access the online schedule of classes as https://schedule.sdr.d.edu.

- schedule of classes at http://schedule.sdccd.edu.

and select Student Guine to Congge. Who Should Apply? New students who have never attended one of the San Diego Community Colleges MUST file an application for admission online at https://applyonline.communitycollege.net/ or in person in the college Admissions Office. Returning students who have missed at least two consecutive semesters (excluding summer) must file a new application for PAY YOUR FEES

ATTEND ORIENTATION, ASSESSMENT AND

COUNSELING SESSION FOR ASSISTANCE WITH

EDUCATIONAL PLANNING

Matriculating students who have been admitted to the college are expected to attend an onientation session before registering for classes. The orientation program includes assessment and provides important information to students about the programs and services available at the college.

Reading, writing, ESOL, and mathematics assessment tests help students enroll in the right courses and meet prerequisites. It is recommended that students planning to enroll in English, math or ESOL courses, or classes with English or math prerequisites, take the assessment test to ensure proper placement.

Note: Placement test results are available on Student Web Services at http://studentweb.sdccd.edu. Click on the Registration link and select "View Your Placement Level."

- See a counselor for follow up Education Planning.

REQUEST TRANSCRIPTS FROM PREVIOUS INSTITUTIONS

All transcripts from previous institutions must be on file to have your records evaluated or to have an Educational Plan developed.

Students who believe they have met a prerequisite at another

- Students who believe they have met a prerequisite at anothe institution are strongly advised to have all official transcripts of prior college work and other documentation on file well in advance of registration. In-Progress' class work not at City, Mesa or Miramar Colleges will NOT be used to meet prequisite or corequisite requirements unless a final grade has been issued. Students may FAX copies of unofficial transcripts, or grade reports from prior institutions strictly for the purpose of clearing prequisites prior to registration to the San Diego Community College District, Student Services Office at 619-388-6946.

Office at 619-388-6946

COUNSELING SESSION FOR EDUCATIONAL PLANNING

- All mandatory fees must be paid by the deadline as stated in Rey-e or students will be dropped for non-payment. The current enrollment fee is 54-60 per unit. Students who are determined non-residents of California for tuition purposes must also pay the non-resident tuition of \$193.00 per unit.

 All students must pay a mandatory \$16.00 Student Health Services
- All students must pay a mandatory \$16.00 Student Health Services fee, whether or not they choose to use the health services of have their own private insurance.

 Financial aid is available for students who qualify. Students are encouraged to contact the Financial Aid Office on campus. A Free Application for Federal Student Aid is available online at http://www.fafa.ed.gov.

 Note to students receiving a Board of Governor's Waiver (BOGW):

BOGW does not pay for the Student Health Services fee. Students who do not pay their health services fee by the stated deadline will be dropped from all classes for non-payment.

Registration HelpLine:

619-388-3200 619-388-2500 or 858-627-2500 Miramar: 619-388-7300 or 858-536-4300

Students with disabilities may contact the Disability Support Programs and Services (DSPS) Office at: City: 619-388-3513

City: 619-388-3513
Mesa: 619-388-2780 or 858-627-2780
Miramar: 619-388-7312 or 858-536-7212

Registration (Reg-e) Hours:

Monday-Friday: 7:00 am-12:00 Midnight Saturday: 8:00 am-1:30 pm

NOTE: Students must login prior to 11:45 pm Monday to Friday and 1:15 pm on Saturday, Students should plan carefully when conducting business after this time, as the system will shut down promptly at midnight on weekdays and 1:30 pm on Saturdays.

SUMMER 2015 • www.sdccd.edu

Small step number

Paragraph style

- Myriad Pro Bold Italic, Size: 25 pt, Leading: 30 pt
- · Color: [Paper]

Heading

5 Steps Section Heading Paragraph style

- · Myriad Pro Bold, Size: 11 pt, Leading: 12 pt, Case: All Caps
- Space Before: 0.29", Space After: 0.0417"

Text

5 Steps text Paragraph style

- · Myriad Pro, Size: 9 pt, Leading: 10.5 pt
- Left Indent: 0.0625"

5 Steps Bullet Paragraph style

- Myriad Pro, Size: 9 pt, Leading: 10.5 pt
- Left Indent: 0.1875", First Line Left Indent: -0.0833"

Text Frame

• Number of Columns: 2, Gutter: 0.125"

Border: 1.5 pt, Color: PMS 3135 U

Inset Spacing: 0.0625", Top: 0.1875"

College Title Page and President's Message

President's Message

President's Photo

- Size: up to 1.4" x 2"
- Grayscale
- Text Wrap: 0.125" all sides
- Stroke: Weight: 1 pt, Color: [Black]

Welcome Heading (optional)

President's Message HeadingParagraph style

- Myriad Pro Bold, Size: 12 pt, Leading: 14.4 pt
- Space After: 0.0625"

Main Body

The President's message text may be modified to fit, with minimum font size 8 pt with 8 pt leading and 0.0625" below each paragraph.

President's Message TextParagraph style

- Myriad Pro Regular,
 Size: 9 pt, Leading: 10.8 pt
- Space After: 0.0625"

President's Signature

A scanned image of the president's signature may be used, but for security this can be replaced by a text signature with the following paragraph style.

President's Signature Paragraph style

- Vladimir Script Regular, Size: 18 pt, Leading: 21.6 pt
- Space After: 0.0625"

Text Frame Options

• Inset Spacing: Right: 0.1875", Bottom: 0.125"

College Title Section

The color of all text in this section is [Paper] (white). The background is the PMS color of the college. All photos are grayscale. Alternate college logos may be used on this page.



Summer Sessions



Divider Page Summer sessionsParagraph style

aragraphistyle

- Myriad Pro Bold, Size: 13 pt, Leading: 15.6 pt
- Right align tab: 1.3333", Leader: . (dot leader)

Use En-dashes "-" between dates with a space before and after.

Semester Heading

Divider Page semester Paragraph style

aragrapii style

- Myriad Pro Semibold, Size: 25 pt, Leading: 30 pt
- Space After: 0.115"
- Upper case

Line below

- Stroke: 2 pt, Color: [Paper]
- Fit width of semester text

Classes Start

Divider Page classes start Paragraph style

- Myriad Pro Semibold,
 Size: 18 pt, Leading: 21.6 pt
- Space Above: 0.12"

Semester Start Date

Divider Page 14 White

Paragraph style

- Myriad Pro Semibold, Size: 14 pt, Leading: 16.8 pt
- List month, day and year

College Website

Divider Page URL

Paragraph style

- Myriad Pro Semibold,
 Size: 16 pt, Leading: 19.2 pt,
 Underline
- Space Before: 0.125"

Text Frame Options

Inset Spacing: Left: 0.1875"

Key Services Page

College Logo

College logo should be placed in upper left corner within page margins in color [Black].

Key Services Heading

Heading Large Paragraph style

· Myriad Pro Bold, Size: 45 pt

Key Services Listings

Headings

Paragraph style

Key Services Heading

 Myriad Pro Bold Condensed,
 Size: 12 pt, Leading:
 14.4 pt, Case: All Caps

• Space Before: 0.125"

Listings

Key Services

Paragraph style

- Myriad Pro Condensed,
 Size: 10 pt, Leading: 12 pt
- Left Indent: 0.25", First Line Indent: -0.25", Space Before: 0.02"
- Right align tab: 3.5", Leader: . (dot leader)

Text Frame Options

 Number of Columns: 2, Gutter: 0.25"



Semester Dates Box

Subheading White

Paragraph style

- Myriad Pro Bold,
 Size: 11 pt, Tracking: 200,
 Case: All Caps
- Color: [Paper] (white)

Note Box (optional)

Note text white

Paragraph style

- Myriad Pro Italic, Size: 12 pt
- Alignment: Center
- Color: [Paper] (white)

Box

- Width: 7.25", Height: 0.3025", Inset: 0.0825"
- Background color: college PMS color
 - Margin: 0.0625"

Footer (Left-Facing Pages)

College Logo

Place right of the page number in color [Black].

Go Green/Online Graphic

Place 0.0625" right of college logo, using college PMS color.

Semester and College Website

Semester/URL footer Paragraph style

Myriad Pro Bold, Size: 12 pt

Disclaimer Text

"Alert! Check class [details] box online for prerequisites, corequisites, and other registration requirements."

Disclaimer footer Paragraph style

• Myriad Pro Regular, Size: 7.5 pt, Leading: 9 pt

"details" box

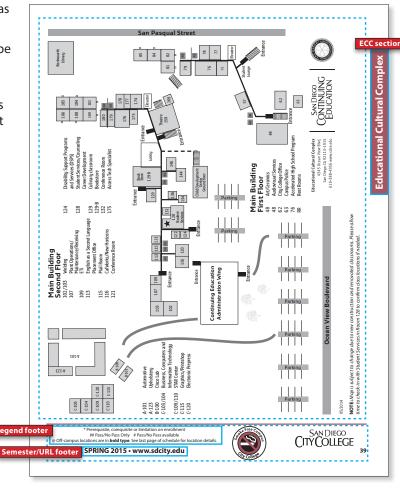
- Myriad Pro Regular, Size: 8.7 pt, lower case
- Background: 15% [Black], Stroke: 0.435 pt, 100% [Black]

Campus Map Page

Campus Map

Campus map file should be grayscale .pdf or .eps. May include highlights in college PMS color.

- Size: 8.5" x 11"
- Include the date map was last updated
- Building names should be consistent with "official" names as filed with DSA
- Align all text and images to be read either upright (portrait vertical) or turned left 90 degrees (landscape horizontal)



Section Tab

Tabs on right-facing pages.

Section tab Paragraph style

- Myriad Pro Bold,
 Size: 18 pt, Case: All Caps
 - · Alignment: Center
 - Color: [Paper] (white)

ECC Section

ECC section tab

Paragraph style

- Myriad Pro Bold, Size: 17 pt, Tracking: -10
- Alignment: Center
- Color: [Paper] (white)

Tab Box

- 3.2683" x 0.6667" (including bleed)
- Background: (college PMS color)
- Each section tab placed
 1.25" lower vertically
- Inset: Top: 0.0625" ("Top" is the left side of box since text runs vertically)

Footer (Right-Facing Pages)

College Logo

Place left of the page number in color [Black].

Semester and College Website

Semester/URL footer Paragraph style

· Myriad Pro Bold, Size: 12 pt

Legend Text

- * Prerequisite, corequisite or limitation on enrollment
- ## Pass/No Pass Only # Pass/No Pass available
- @ Off-campus locations are in **bold type**. See last page of schedule for location details.

Legend footer Paragraph style

- Myriad Pro Regular, Size: 7.5 pt, Leading: 9 pt
- · Alignment: Center

Course Listings Page

Text Frame Options

• Number of Columns: 2, Gutter: 0.25"

ACCOUNTING

ACCT 116A - Financial Accounting - 4.0 Units
00739 MW 8:00-1005 am Mesa/I106 Staff
71241 TTh 8:00-10:05 am Mesa/MS322 Frey, A
00926 TTh 8:00-9:50 am Mesa/I4213 Lincoln, J

deral Income Tax • 3.0 Units

ACCT 150 • Computer Accounting Applications • 3.0 Units 01636 T 2:15-5:20 pm Mesa/k103 Labate, M 01-26 to 05-23

AMSL 115 * - American Sign Language Level 1 - 4.0 Units
60599 170h 759-818 am MeauX106 Sylect, 0-25 to 5-2
41422 170h 9-30-100 am MeauX106 Sylect, 0-25 to 5-2
60591 MW 1220-110 pm MeauX106 Sylect, 0-125 to 5-2
54554 MW 1220-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm MeauX106 Sylect, 0-125 to 5-2
54572 MW 230-34 pm Mea

AMERICAN SIGN LANGUAGE/

ACCT 121 • California Income Tax • 1.0 Unit

ACCT 125 * • Government & Not-for-Profit Acco

Section note NTERPRETING

49839 TWTh 8:20-9:20 am Mesa/K106 Styles, L 49842 TWTh 10:50-11:50 am Mesa/K107 Buchanan, B

SAN DIEGO GO ONLINE

Start/End Date Weeks

01-26 to 05-23 01-26 to 05-23

01-26 to 05-23

nting • 3.0 Units

Course Section Heading

There should be a course section heading at the top of each column and before each program area.

Course Section heading Paragraph style

- Myriad Pro Bold, Size: 14 pt, Leading: 16.8 pt, Case: All Caps
- Color: (college PMS color)
- · Alignment: Center
- Space Before: 0.125", Space After: 0.0625"
- Rule Below: Weight: 1 pt, Color: (Text Color)
- Keep with Next: 1 lines, Keep Lines Together: All

"continued" Heading

If a program area spans more than one column add "continued" to the headings.

 Myriad Pro Bold Italic, lower case

Course Section Note (optional)

Course Section note Paragraph style

- · Myriad Pro Italic, Size: 8 pt, Leading: 9.6 pt
- Left Indent: 0.0625", Space Before: 0.0325"
- Keep with Next: 1 lines

Course Listing Heading

These should be placed under each course section heading at the top of the page. If there is a course section note, place the course listings heading below and add 0.0625" above.

Course listing heading Paragraph style

- Myriad Pro Bold Condensed, Size: 8 pt, Leading: 9.6 pt
- Keep with Next: 1 lines

Course Title

Course title Paragraph style:

- Myriad Pro Bold, Size: 8.5 pt, Leading: 10.2 pt
- Space Before: 0.1"

01-26 to 05-23 01-26 to 05-23

01-26 to 05-23

AMERICAN SIGN LANGUAGE/ INTERPRETING continued

MTW 1:20-2:20 pm MTW 3:50-4:50 pm MTW 3:50-4:50 pm ThF 8:25-9:20 am S 8:25-9:35 am

 AMSL 116 * - American Sign Language Level II

 90584
 MTW
 7:00-8:10 am
 Mesa/K107
 Sottak, P

 58893
 TWTh
 12:00-1:10 pm
 Mesa/K107
 Halcott, J

 AMSL 116L * - American Sign Language II (Lab) - 1.0 Unit

 49868
 MTW
 8:20-9:20 am
 Mesa/K107
 Sottak, P
 01-26 to 0:

 58902
 TWTh
 1:20-2:20 pm
 Mesa/K107
 Halcott, J
 01-26 to 0:

AMSL 214 • American Sign Language Fingerspelled Signs •

 AMSL 215 * • American Sign Language Level III • 4.0 Units

 94794
 TWTh
 930-16-40 am
 Mesa/K106
 Clary, W
 01-26 to 05-23

 06607
 TWTh
 5:00-6:10 pm
 Mesa/K106
 Pedersen, S
 01-26 to 05-23

AMSL 216 * - American Sign Language Level IV - 4.0 Units
06615 TWTh 5:00-6:10 pm Mesa/K107 Oleson, E 01-26 to 05-23

AMSL 216L * • American Sign Language IV (Lab) • 1.0 Unit 49896 TWTh 6:20-7:20 pm Mesa/K107 Oleson, E 01-26 to 05-23

AMSL 225 * • Introduction to Linguistics of American Sign anguage • 3.0 Units 2226 MW 7:30-8:55 pm Mesa/K106 Frost, A 01-26 to 05-23

AMSL 276 * • Field Work in Interpretation • 3.0 Units
46819 W 5:30-6:50 pm Mesa/1117 Halcott, J 01-26 to 05-23

ANIMAL HEALTH TECHNOLOGY

ANHL 100B * • Advanced Animal Care and Management • 1.5 Units 47911 MT 7:00-8:15 am Mesa/P304 Brunette, D 01-26 to 05-23 16

Veterinary Clinical Pathology • 3.0 Units
 8:30-9:55 am Mesa/P308 Fischer, P 01-26 to 05-23

SPRING 2015 • www.sdmesa.edu

- Keep with Next: 1 lines, Keep Lines Together: All Lines in Paragraph
- Tracking: up to -10, if necessary to fit on one line, otherwise allow break for two lines.

4-digit Course Designator and Number

• (College PMS color) Character style

Note Symbols (*, ##, #)

Placed between course number and bullet, with one space on either side of note symbols. No spaces between symbols. Color: [Black].

Bullets

Placed before and after course name, with one space on either side. Color: [Black].

Units

Keep number of units and "Units" together on same line without a break.

Course Listing

ANHL 125 4

Delete any spaces and include one tab between each column. Tabs align with course listing heading tabs.

Course listing Paragraph style

• Myriad Pro Condensed, Size: 8 pt, Leading: 9.6 pt

Course Listing Note (optional)

Place below corresponding Course Listing. For a note that applies to all CRNs of a course, place below Course Title.

Course listing note Paragraph style

- Myriad Pro Italic, Size: 7.5 pt, Leading: 9 pt
- Left Indent: 0.0625"

Course Listings Page (continued)

Course Listing Exceptions

Courses with Multiple Days, Times, or Rooms

If a course has multiple days and times, insert one tab at the beginning of the line to align with the **Days** column.

Partially Online Courses

For Partially Online courses, insert one tab before "Partially Online" to align with the **Days** column.

Courses with TBA Times

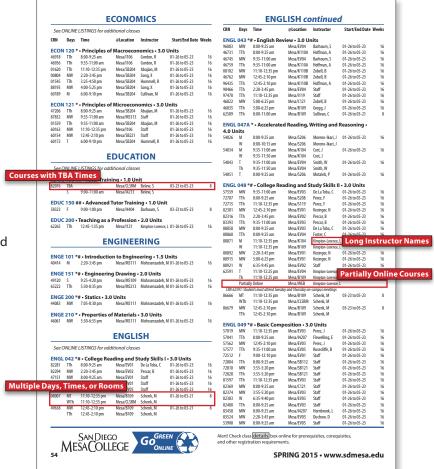
For courses with TBA times, insert one tab before "TBA" and two tabs after to align with the **Days** and **@Location** columns.

Variable Unit Courses

For variable unit courses, place individual section units in course listing notes.

Long Instructor Names

Long or hyphenated instructor names can be reduced to Tracking: up to -30 as necessary. Multiple instructors are each placed on their own line.



Course Listings Page (continued)

Course Listing Advertisement (optional)

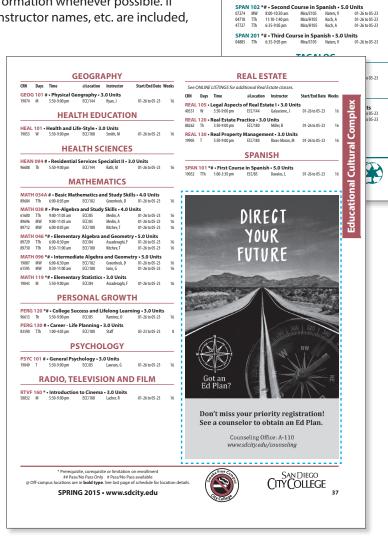
Advertisements can be added to the end of course listings where space is available. These ads may need to be revised or removed based on corrections to course listings and/or layout.

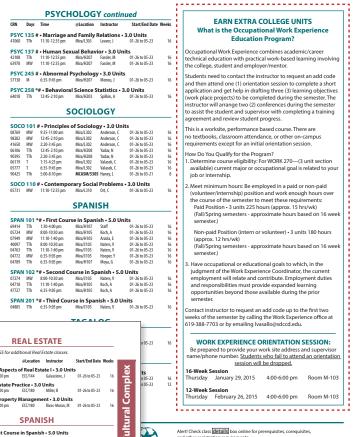
Ad space

- Width: Equal to 2 columns and gutter (full page) or 1 column (half page)
- Height: At least 1/16" above horizontal rule at bottom of page

Ad content

- Horizontal rules and borders in college PMS color.
- 2 column ads should be divided by 1 pt vertical rules
- · Use general course information whenever possible. If specific times, CRNs, instructor names, etc. are included, proof for accuracy.
- · Use official course titles or official 4-digit course designators whenever referring to a specific course.
- · Images should be in grayscale or vector art in college PMS color.





SPRING 2015 • www.sdmiramar.edu

Full-Page Ads

Full-Page Ads can be sent as a pdf or generated in InDesign.

- Ad should fit inside the page margin or have a 0.5" bleed (without crop marks).
- · Embedded art should be grayscale or vector art in black or single PMS color.
 - The PMS color may need to change from semester to semester based on class schedule layout.

Continuing Education offers college-bound students an advantage.

> CONTINUING EDUCATION ADVANTAGE

Are you highly motiva exceptional learni

Then the Honors Pr

- Discover transfer agreements and special relationships with UCLA, UC, UC Berkeley, SDSU, USD, Mills College, Pomona College, and more
- Get Honors designation on your transcript
- Explore leadership opportunities
- Gain access to additional resources, such as university libraries
- Take courses taught from a global perspective
- Get career experience through internships or volunteer work
- Build a support network in a field you want to enter
- Investigate a subject you enjoy in greater depth
- Work closely with your professors

Prepare for the rigorous demands of upper divisi coursework at a university **Honors Scholarships**

If you enroll in an honors class or an Honors Contract, you may be eligible to apply for an Honors Scholarship.

Contact your campus Honors Coordinator for applications and information.

Jon Thomas

J ON I NOMA, 8
At oge 69 and retired, Jon wanted an educational advantage. He entitled in Educational advantage in the entitled in Education, which helped him obtain his EdU With this important milestone complete, and a Continuing Education Advantage in hand, on decided to pursue college, he received plenty of encouragement and support from counsolors who helped him through the collings and incidention annexes college application and registration proces plus he enrolled in Accelerated College English (ACE). Now Jon has successfully transitioned to Mesa College where he studying English and Personal Growth.





Elaheh Sareban

Ela(Net) SqreBan.

Elaha Saraban has been in the US for about a year. She was educated in her own country and arrived with a degree in against the Medical Square Speak English. Elahah is an advanced level Est Transition to College student and plans to enroll at Mesa College to study Biology as a next step toward her good of becoming a medical profession! "My counselor at Continuing Education guided me. He helped me know how to continue to college and which courses I need."







- For the first-time college student, ONE of the following is recommended:
- Highly motivated students with faculty recommendation
- A successful interview with the Honors Coordinator and a determination to succeed
- Qualifying placement test scores
- High school GPA of 3.5
- High school GPA of 3.0 with two letters of recommendation from current high school teachers

Not quite qualified? Talk to us anyway!



NOTE: The Honors Program is available only in Fall and Spring Semesters (not Summer).

District Honors Program policy prohibits honors in online or short-term courses.

FOR MORE INFORMATION, CONTACT YOUR HONORS COORDINATOR. City–Kelly Mayhew 619-388-3512 • Mesa–Wendy Smith 619-388-2341 • Miramar–Carmen Jay 619-388-7532

City: www.sdcity.edu/AcademicPrograms/HonorsProgram Mesa: www.sdmesa.edu/students/academic/honors Miramar: www.sdmiramar.edu/academics/honors

SUMMER 2015 • www.sdccd.edu

Military, dependents, retirees, and civilians are encouraged to enroll in convenient, short-term classes offered on base. No parking permits are required. Students are required to regulared to register in advance of the first class meeting (no "crashing" allowed). A driver license, registration, and proof of insurance are required. Check course are required. Check course listings for details or click on http://schedule.sdccd.odu **SERVICES ARE** TAILORED TO **FIT YOUR NEEDS. CONTACT US!**

If you're stationed in San Diego or anywhere in the world.

Check all online course listings at http://schedule.sdccd.edu.

PROUD TO SE

WHO S

Veterans Affairs Offices

ONLINE CLASSES

ON BASE CLASSES

619-388-3504 619-388-2805 858-536-7862 619-388-7862 City College

Military Base Classes

City College On Base Office at Naval Base
City College On Base Office at MCRD
G19-295-9974
Miramar College On Base Office
858-536-4329

Student Veterans Organizations

City College http://sdcity.edu/CampusLife/StudentOrganizations
Mesa College studentveteransunion@gmail.com
Miramar College: miramarveterans@sdccd.edu

Veterans Service Center - City College

www.sdcity.edu/VeteransServiceCenter http://citycounseling.blogspot.com/p/veterans.html

SPRING 2015 • www.sdccd.edu

CITY COLLEGE CLASSES
OFFERED AT NAVAL BASE, SAN DIEGO Non-affiliated CIVILIAN students must consent to a background check in order to clear access to Noval Base, San Diega. Enrollees will receive information via email regarding the base access process. The confiden consent form referenced in the email must be returned to SDCCD and received by the deadline indicated in the email message.
 8-Week Session: January 26-March 21, 2015

 COMS 103 - Oral Communication
 MW
 500-8:20 pm

 HIST 109 - History of the United States I
 TIh
 500-8:10 pm

 SOCO 101 - Principles of Sociology
 TIh
 500-8:10 pm

 8-Week Session: March 23-May 23, 2015

 BIOL 110 - Introduction to Oceanography
 MW
 \$0.00-8:10 pm

 HIST 110 - History of the United States II
 Th
 \$0.00-8:10 pm

 PSYC 101 - General Psychology
 MW
 \$0.00-8:10 pm

For CRNs you must see details online at http://schedule.sdccd.edu before enrolling

Off-Campus Locations

The Off-Campus Locations table details abbreviations used in course listings and their corresponding locations. Locations listed in the table show location name in bold followed by the physical address.

"We are San Diego" logo

Grayscale image outlined in PMS 3135 U.

Heading

Off-Campus Locations HeadingParagraph style

 Myriad Pro Bold, Size: 25 pt, Leading: 30 pt, Case: All Caps

Color: PMS 3135 U

Off-Campus note Paragraph style

Myriad Pro Regular,
 Size: 9 pt, Leading: 10.8 pt

Table Header

TOC Bold Paragraph style

 Myriad Pro Bold, Size: 13 pt, Leading: 17 pt

Table Header Line

• Cell Stroke: 2 pt, Color: PMS 3135 U

Table Cells

Off-Campus College Paragraph style

 Myriad Pro Bold, Size: 14 pt, Leading: 16.8 pt

Off-Campus text Paragraph style

• Myriad Pro Regular, Size: 11 pt, Leading: 13.2 pt

College Separater Lines

• Cell Stroke: 1 pt, Color: [Black]

