Student Handbook

Welcome to Opportuity



Saddleback College

2026 – 2027

2026-2027 IMPORTANT DATES

FALL SEMESTER 2026

First day applications accepted for New and Former Students ..... February 2

Internet Registration By appointment – Check registration time in MySite > Students Start Here 1st! > 3) Check Registration Appointment. .....

INSTRUCTION BEGINS ..... August 17

Labor Day Observance – classes not in session ..... September 7

Last day to apply for Fall Graduation..... November 1

Veterans Day Observance – classes not in session ..... November 11

Thanksgiving Observance – classes not in session..... November 26 – 29

Final Exams..... December 7 – 11

Winter Break ..... December 17 – January 11

SPRING SEMESTER 2027

First day applications accepted for New and Former Students ..... August 1

Internet Registration By appointment – Check registration time in MySite > Students Start Here 1st! > 3) Check Registration Appointment. .....

Martin Luther King, Jr. Day Observance – classes not in session..... January 18

INSTRUCTION BEGINS ..... January 19

Lincoln's Day Observance – classes not in session ..... February 12

Presidents' Day Observance – classes not in session ..... February 15

Last day to apply for Spring graduation ..... March 15

Spring Recess – classes not in session..... March 22 – 28

Farmworkers Day – classes not in session..... March 31

Final Exams..... May 14 – 20

Commencement – Saddleback College ..... May 21

SUMMER SESSION 2027

First day applications accepted for New and Former Students ..... February 2

Internet Registration By appointment – Check registration time in MySite > Students Start Here 1st! > 3) Check Registration Appointment. .....

Memorial Day Observance – classes not in session..... May 31

INSTRUCTION BEGINS ..... May 26 – August 8

Juneteenth Day Observance – classes not in session..... June 18

Last day to apply for Summer graduation ..... July 1

Independence Day Observance – classes not in session ..... July 5

See the online Schedule of Classes for all "drop" dates, P/NP, and refund deadlines.

Saddleback College has made every reasonable effort to ensure that the "important dates" published in the Student Handbook are accurate. However, these dates are subject to change.

SADDLEBACK COLLEGE STUDENT HANDBOOK

The Division of Counseling Services
Saddleback College

28000 Marguerite Parkway • Mission Viejo, CA 92692
(949) 582-4500
www.saddleback.edu

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Deadlines or policies are subject to change. Every effort has been made to ensure the accuracy of the information presented in this publication at the time of printing. It is the individual student's responsibility to be aware of current college policy as stated in the college catalog.
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DID YOU KNOW?

Generative AI tools

Saddleback College recognizes the growing role of Generative AI tools in education and encourages critical digital literacy, responsible use, and awareness of ethical implications. **Each instructor determines their own policies regarding Generative AI use in their courses, including whether some or all AI-assisted work is allowed.** These expectations should be in the course syllabus and/or students who are unsure about their instructor's AI policy should seek clarification directly from their instructor.

Tape Recording

California Education Code Section 78907

The use by any person, including a student, of any electronic listening or recording device in any classroom without the prior consent of the instructor is prohibited, except as necessary to provide reasonable auxiliary aids and academic adjustments to disabled students. Any person, other than a student, who willfully violates this section shall be guilty of a misdemeanor. Any student violating this section shall be subject to appropriate disciplinary action.

Accessibility at Saddleback College

Inclusivity is one of our core values at Saddleback College. We work to create a welcoming environment in which all members of our diverse college community have equitable access to opportunities and feel capable, nurtured, and respected.

Saddleback College does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies or practices: **Dr. Jennifer LaBounty, Saddleback College Vice President for Student Services and Title IX Officer, Saddleback College, 28000 Marguerite Parkway, Mission Viejo, CA 92692, (949) 582-4566, jlabounty@saddleback.edu.**

It is the policy of SOCCCD to fully comply with the requirements of the Americans with Disabilities Act (Board Policy 3425). Consistent with that policy, this material is available in alternative formats (such as large print, braille or accessible electronic text). Such materials and other disability accommodations will be provided as needed for program access, upon request. For needed accommodations or alternate formats please contact: **Dr. Jennifer LaBounty, Vice President for Student Services and Section 504/Title II Coordinator, 28000 Marguerite Parkway, Mission Viejo, CA 92692, (949)-582-4566, TTY/Videophone: (949) 582-4430, jlabounty@saddleback.edu.**

Student Accommodations

The Disabled Students Programs and Services (DSPS) program provides support services, specialized instruction, and authorizes educational accommodations for students with disabilities so that they can participate fully and benefit equitably in their college experience. For more information, call (949) 482-4430 or email scdsps@saddleback.edu.

SMOKE, VAPING & TOBACCO FREE CAMPUS

Need help kicking your habit?

Visit the Student Health Center in CC-177 for free resources and support.



IMPORTANT DECISIONS THAT IMPACT YOUR COLLEGE EDUCATION

plan your path

- Students who want a Saddleback College certificate, a two-year degree, or students who want to transfer to a four-year university must have a Comprehensive Education Plan approved by a counselor.
- If you don't yet have a major, attend an "Undeclared Majors Workshop," conducted in the Counseling Office or enroll in a Counseling 40 or 60 class during your first semester. It is in your best interest to have a major before enrolling in your second semester.
- Contact Saddleback College Counseling Office at (949) 582-4572 or go to **www.saddleback.edu/student-support/counseling-services**

All students must have a comprehensive educational plan by end of their second semester.

What are our College Schools?

Saddleback College features five Academic Schools. Each school has at least one Success Coach and counselors available to support you on your academic journey. Once you have chosen your School you will have access to your School's Canvas hub page. This is where you can find and learn about the many fun and outstanding opportunities our college has to offer, specifically as it relates to your program of study. Don't forget to get your free school t-shirt (one per student). If you are undecided on your school and major, contact the Counseling Division (949) 582-4572 or sc-ecounselor@saddleback.edu and we will help you get connected.

To learn more, visit **www.saddleback.edu/programs-degrees**



School of Arts, Media, Performance and Design



School of Business and Industry



School of Health and Wellness



School of Humanities and Social Sciences



School of Science, Technology, Engineering and Math

IMPORTANT DECISIONS THAT IMPACT YOUR COLLEGE EDUCATION

GET AWARDED!!
(Degrees, Transfers, Certificates)

You may be attending Saddleback College in order to transfer, obtain a two-year associate degree, earn a career technical Certificate of Achievement or Occupational Skills Award. Whatever your goal, be sure you get the award that you have earned.

If a student has met all the requirements for a degree or certificate, Saddleback College may automatically award some of these without further action, needed from the students. However, to ensure that the degree or certificate is awarded and posted, students are encouraged to apply through MySite for conferral of the award during their final semester. Official transcripts for any prior work must be on file for the coursework to be considered. The dates to file a Petition for Graduation are:

November 2 – March 1* for Spring graduation

March 2 – July 1* for Summer graduation

July 2 – November 1* for Fall graduation

**Associate Degree for Transfer deadlines may be different. Please see a Counselor for more information.*

Upon completion, your award is posted on your official Saddleback College transcript and you will receive a degree or certificate. Graduation Ceremony is celebrated in May each year.

Students earning a degree or certificate of achievement in summer, fall or spring, are encouraged to participate in the commencement ceremony.

6 YEAR RULE

Catalog Rights and Continuous Enrollment:

Course requirements for degree and certificate completion may change from one catalog year to the next, students may establish "catalog rights" when they first take classes at Saddleback. Establishing catalog rights protects you from being held for additional requirements that may be added to a later catalog. The number of years allowed for students to complete a certificate or degree program and maintain catalog rights is no more than six years. Students must maintain continuous enrollment in order to keep catalog rights.

For additional information please refer to Saddleback College Catalog, **www.saddleback.edu/learning-saddleback/classes/college-catalog**

Credit for Prior Learning (CPL)

Credit for Prior Learning (CPL) is a program by which a student can earn college credit for material learned in educational or occupational settings outside of the classroom. The knowledge and skills the student gained must be related to the learning outcomes as described in the outlines of the courses that are being considered for CPL. There are several methods of earning CPL at Saddleback College. Make an appointment to meet with a counselor (949) 582-4572.

Credit Transferred From Other Institutions	Proficiency Credit
• **Transcript Evaluation** • **Military Service Credit** • **Transfer Credit from Foreign Institutions** • **CTE Articulated High School courses**	• **Standardized Examinations** – Advanced Placement Exam (AP) – International Baccalaureate Exam (IB) – College Level Exam (CLEP) • **Credit by Examination** – Specific Course – English Equivalency Examination

PLACEMENT AND PREREQUISITES

NEW STUDENT ORIENTATION
The orientation provides students with information about the many resources available at Saddleback College. Students learn about student services, special programs, and other student support. They are introduced to MySite, the student information portal, and to policies and procedures required by Saddleback College.

MATH AND ENGLISH PLACEMENT
Placement is used as an initial indicator of the course levels a student should begin with for a selected program of study. Initial Math and English placement is derived from multiple measures including high school transcript data. The current Placement Process may include, but is not limited to, the student's high school grade point average, high school English coursework, high school math coursework, English language proficiency, and possible recommendation for corequisite support course enrollment.

Placement can be obtained by using one of the following methods accepted in our Initial Placement Process:

1. Completing the Saddleback College Guided Self Placement (GSP) card in MySite.
2. Submitting a prerequisite evaluation request form.

STUDENT ADVISEMENT
Advisement assists students with determining their educational goal and planning their college classes. Students learn about transfer programs, degree requirements, career education/CTE programs and are introduced to the online registration process in MySite.

FIRST SEMESTER EDUCATIONAL PLAN
Prepares students to enroll in the required courses towards their program of study. The first semester plan also familiarizes students with the academic planning tool used by counselors to build a Comprehensive Educational Plan.

COURSES WITH PREREQUISITES
All courses that have a prerequisite must be evaluated and cleared prior to enrollment. Evaluations can take up to 5 business days so please plan ahead. For procedures and more information, please see the “Classes with Prerequisites or Limitations” page in this handbook.

Note: Students who are required to complete the Current Assessment Process should at minimum receive Baseline Math and English Placement, unless insufficient multiple measures were collected.

FOLLOW-UP SERVICES
See a Counselor for follow-up counseling after the semester begins to refine your Educational Plan, and discuss your goals. Students are required to complete a Comprehensive Ed Plan and have it approved by a counselor once they have completed their second semester. Failure to do so will delay your registration.

Workshops are also available to help students with: deciding a major; completing an academic plan; and relieving academic/progress probation.

STUDENT SUCCESS
Take Responsibility for your success in college. Be aware of deadlines and due dates, instructors’ office hours, and the many resources available at Saddleback College to help you succeed in obtaining your certificate, AA/AS degree or transfer to a 4-Year institution. The most successful student is the one who takes responsibility for themselves.



PRE-REGISTRATION CHECKLIST

Pre-enrollment Steps that Lead First-time College Students to Success

1
NEW STUDENT ORIENTATION
Online Orientation of Student Services and Programs, Campus Policies and Campus Involvement

2
MATH AND ENGLISH PLACEMENT
Guided Self Placement

3
ADVISEMENT
Online Student Advisement to determine an Educational Goal

4
FIRST SEMESTER PLAN

↓

STUDENT SUCCESS
Register for Classes to Obtain a Certificate, AA/AS Degree, or Transfer to a 4-Year College or University

USING YOUR SADDLEBACK COLLEGE ONLINE TOOLS

WHAT IS CANVAS?

Canvas is the learning management system at Saddleback College that allows instructors to post and distribute course content to students, as well as a place for instructor/student and student/student communication.

To access Canvas:

1. To access Canvas, visit www.saddleback.edu
2. Click on LOGINS for the Apps Portal
3. Log in with your username and password
4. Verify your identity via text or call
5. Once you are in the Apps Portal, click on Canvas

Canvas Resources:

For Canvas support, use QR code:

saddleback.edu/student-support/technical-help



WHAT IS FERPA?

The Family Educational Rights and Privacy Act of 1994 (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

OPEN YOUR TEXTBOOK, NOT YOUR WALLET



Look for the Zero Textbook Cost icon on the class schedule

ZTC courses typically use digital textbooks and/or online resources available for download or within Canvas. Printed copies of digital content may be available but are not free. ZTC courses may require materials that are not free, such as calculators, test forms, etc.

www.saddleback.edu/learning-saddleback/classes/zero-textbook-cost-ztc-classes

USING YOUR SADDLEBACK COLLEGE ONLINE TOOLS

STUDENT PHOTO ID'S

All enrolled students are eligible to obtain a permanent Student Photo ID. Student Photo ID cards may be required to use the college library and for other college transactions (including course attendance). Student Photo ID's are taken year-round in the Admissions and Records Office, GW 130, during normal business hours. Drivers license, passport or other Government issued photo ID must be presented in order to obtain a Student Photo ID. There is no charge for replacement cards. **Visit https://www.saddleback.edu/apply-pay/admissions-records/college-id-cards** for further instructions for photo ID.

LEARNING RESOURCE CENTER (LRC/LIBRARY)

The Learning Resource Center (LRC) offers academic support services including the library, student technical assistance, and the tutoring center. Students have access to smart study rooms, computer labs, and printing/copying.

Visit:
www.saddleback.edu/library
www.saddleback.edu/student-support/tutoring-center
www.saddleback.edu/student-support/technical-help

STUDENT EMAIL

Once the college application is accepted, students automatically receive a college email account within 24 hours. User names are assigned automatically and accounts are continued with no interruption in services so long as the student remains enrolled in contiguous semesters.

New and Returning Students: Before you can access MySite, you must set your password. Go to **https://passwordreset.microsoftonline.com** and follow the prompts.

EMAIL ADDRESS EXAMPLE: If your name is **Jane Deer**, your assigned student email address would be **jdeer0@saddleback.edu**. Your **username** would be **jdeer0.**

Note: *All student email names always end in a number.*

IMPORTANT NOTICE: Student email privileges are designed solely for educational purposes. District policy forbids personal, recreational or commercial use of college computers, email and Internet services.

Visit: **www.saddleback.edu/student-support** for technical assistance with our student accounts.



Earn up to $10,000

Earn money while completing 450 hours of paid community service during the 2026 – 2027 academic year.



BUILD SKILLS. HELP OTHERS. EARN MONEY.

STARTING FALL 2026

College Corps at Saddleback College is a paid service and leadership program that helps college students graduate with less debt while gaining hands-on experience in their communities.

Complete 450 service hours during the academic year and earn up to $7,000 living award plus a $3,000 education award upon completion.

Eligible students will serve in non-profit organizations committed to:

- K-12 Education
- Climate and Environmental Action
- Food Insecurity
- Healthy Futures

We're looking for students who are:

- Passionate about creating positive change in communities
- Committed to a growth mindset
- Eager to connect and learn with peers and community partners
- Serve as ambassadors for the fellowship and for Saddleback College

Interested in learning more?

Visit the website to learn about eligibility requirements:
saddleback.edu/student-support/career-support/college-corps

Once eligibility is verified, you will need to complete and submit an application.

Questions?

Contact the Saddleback College Career Resource Center
(949) 582-4575
sccollegecorps@saddleback.edu
GW 271

Contact the Saddleback College College Corps team • (949) 348-6473

#CaliforniansForAll
College Corps

CLASSES WITH PREREQUISITES OR LIMITATIONS

Prerequisites/Corequisites/Limitation on Enrollment/Recommended Preparation

Saddleback College is committed to helping students select appropriate level courses in order to provide the greatest chance for their academic success. Information relating to prerequisites, corequisites, limitation on enrollment, and recommended preparation is printed in bold as part of the course descriptions in the catalog.

Students are responsible for meeting or clearing prerequisites a minimum of **2 weeks prior to registering** for any course with these restrictions to avoid enrollment delays.

Prerequisite:

Mastery of a certain body of knowledge is necessary for students to be successful in the target course (the course that has the prerequisite). Most commonly, such knowledge is measured by successful completion of the prerequisite course listed in the class schedule. "Successful completion" is defined by a grade of A, B, C or P in the prerequisite course. Grades that are not acceptable are C-, D, F or NP (formerly NC).

Corequisite:

Concurrent (simultaneous) enrollment in a companion course is required. The information presented, or the practice gained in the corequisite course, is considered necessary for success in the target course.

Limitation on Enrollment:

A condition of enrollment which limits how students qualify for a particular program. Limitations apply to courses that include public performance or intercollegiate competition where a tryout or audition is necessary. Some courses require formal admission to a particular program in order to enroll (e.g., Nursing, EMT, Paramedic) or to meet saftey requirements.

Recommended Preparation:

Certain course preparation is advised before students enter the target course. These recommendations indicate preparation that is considered advantageous, but not essential, to success in the target course.

How to Clear a Prerequisite

Students can clear their prerequisite requirement by completing one or more of the following:

1. **Saddleback Course Completion**
   Complete the course(s) at Saddleback College with a satisfactory grade of A, B, C or P (formerly CR).
   Note: Grade of C- or lower is not satisfactory.
2. **High School Transcript**
   Submit a district or high school issued transcript with successful completion of high school prerequisite courses and an adequate overall GPA.
3. **College/University Transcripts**
   Submit official or unofficial transcripts from another accredited college or university. Such transcripts must demonstrate satisfactory completion of an equivalent prerequisite course with a grade of A, B, C, P or CR.
   Note: Grade of C- or lower is not satisfactory.
4. **AP Exams**
   Submit an official or unofficial College Board AP exam score report with exam scores of 3 or higher for specific prerequisite clearance.

Prerequisite Evaluation Procedures

1. Complete the online Saddleback College Prerequisite Evaluation Request Form. Forms and document details are available online at: **www.saddleback.edu/student-support/counseling-services/clearing-prerequisites**
2. Upload a copy (official or unofficial) of your previous high school course work, other college/university course work, or College Board AP exam score reports. **Unofficial transcripts must include the student's name, college name, and the course with a final grade.** Incomplete coursework cannot be used to clear prerequisites.
3. Submit the online Saddleback College Prerequisite Evaluation Request Form. Prerequisite evaluation requests take approximately 3-5 business days to process.

Evaluation Processing

Students should submit evaluation requests two weeks prior to their registration date to avoid enrollment delays. Specific information regarding procedures, time-lines, and transcript evaluation notification is available online at: **www.saddleback.edu/student-support/counseling-services/clearing-prerequisites**



ENGLISH AS A SECOND LANGUAGE (ESL) COURSE SEQUENCE

Course #	Course Name	Core Class	Prerequisite	Co-requisite	Units	Hours
Pre-College Level						
ESL 90 (Credit) ESL 390 (Non-Credit)	Academic Writing 2	✓	ESL 80/380/350 or equivalent		6	6
ESL 80 (Credit) ESL 380 (Non-Credit) (Formerly ESL 350)	Academic Writing 1	✓	ESL 340 or equivalent		6	6
		Advanced 2				
ESL 354	Vocabulary Skills for College				3	3
ESL 355	ESL Reading for College: American Literature				3	3
ESL 357	Grammar Review for College				3	3
ESL 359	American Language and Culture through Film				3	3
		Advanced 1				
ESL 340	Advanced Multi-Skills	✓			6	6
ESL 342	Advanced Conversation				3	3
ESL 343	Advanced Pronunciation				3	3
ESL 344	Idioms and Expressions				3	3
ESL 345	Advanced Writing I			ESL 802	3	3
ESL 346	Advanced Writing for Work				3	3
ESL 347	Advanced Grammar Review				3	3
		Intermediate				
ESL 331	Intermediate Multi-Skills II	✓			6	6
ESL 330	Intermediate Multi-Skills I	✓			6	6
ESL 332	Intermediate Conversation				3	3
ESL 333	Intermediate Pronunciation				3	3
ESL 335	Intermediate Reading and Writing I				3	3
		Beginning				
ESL 321	Beginning Multi-Skills II	✓			6	6
ESL 320	Beginning Multi-Skills I	✓			6	6
ESL 322	Beginning Conversation				3	3
ESL 323	Beginning Pronunciation				3	3
ESL 325	Beginning Reading and Writing				3	3

Please Note: ESL titles printed in **RED** above are the "core" courses for each level

English as a Second Language Placement Procedures:

1. After completing the Guided Self Placement English Survey, a student may be directed to ESL Assessment. ESL Assessment may include the ESL Guided Self Placement Survey or a meeting with an ESL counselor for a multiple measures intake.
2. If a student believes that their recommended ESL course placement is not indicative of their abilities, the student may discuss enrollment in higher level ESL courses or English Composition courses with an academic counselor. To schedule an appointment with a counselor, please contact the Counseling Office at (949) 582-4572.

SADDLEBACK COLLEGE ENGLISH LANGUAGE LEARNER SELF-PLACEMENT SURVEY

	Choose the box that best describes your abilities in English *today:*	Level and Recommended ESL Classes	Level and Recommended AESL Classes
8	**High Advanced**		
	• I can write 2-3 pages in formal English with little or no help. • I can read college-level texts in English with little or no dictionary help. • I can communicate in English almost as well as in my native language.	ESL 80* (credit) or ESL 380 (non-credit): Advanced Academic Writing 1 ESL 90* (credit) or ESL 390 (non-credit): Advanced Academic Writing 2 ESL 354: Advanced Vocabulary ESL 355: American Literature ESL 356: Academic Success Strategies ESL 357: Grammar Review for College ESL 358: Listening and Note-Taking ESL 359: American Language and Culture in Film ***ESL 80 and ESL 90 are transferable to UC and CSU.**	
7	**Low Advanced**		
	• I can write 1-2 pages in formal English with a little help. • I can read college-level texts in English with some dictionary help. • I can communicate well in English but occasionally can't express myself in English.	ESL 340: Advanced MultiSkills 1 ESL 342: Advanced Conversation ESL 343: Advanced Pronunciation ESL 344: Idioms and Expressions ESL 345: Advanced Writing 1 ESL 346: Advanced Writing for Work ESL 347: Advanced Grammar Review	
6	**High Intermediate**		
	• I can write 1-2 pages in formal English with some help. • I can read short college-level texts in English with dictionary help. • I can communicate in English but sometimes can't say what I want to say in English.	ESL 331: Intermediate MultiSkills 2 ESL 332: Intermediate Conversation ESL 333: Intermediate Pronunciation ESL 335: Intermediate Writing 1 ESL 336: Intermediate Writing 2	AESL 706: Advanced Low CASAS Score: 221-235
5	**Low Intermediate**		
	• I can write several paragraphs in formal English with some help. • I can read short articles in English with dictionary help. • I can speak English, but often can't say what I want to say in English, especially about serious topics.	ESL 330: Intermediate MultiSkills 1 ESL 332: Intermediate Conversation ESL 333: Intermediate Pronunciation ESL 335: Intermediate Writing 1	AESL 705: Intermediate High CASAS Score: 211-220
4	**High Beginning**		
	• I can write a paragraph in English with help. • I can read a short paragraph in English and understand most of the words. • I can understand conversations in English, but sometimes I can't understand everything.	ESL 321: Beginning MultiSkills 2 ESL 322: Beginning Conversation ESL 323: Beginning Pronunciation ESL 325: Beginning Reading and Writing	AESL 704: Intermediate Low CASAS Score: 201-210
3	**Beginning**		
	• I can write some sentences in English with help. • I can read some sentences in English, but I don't know all the words. • I can understand a little if people speak English very slowly. • I can't always say what I want to say in English.	ESL 320: Beginning MultiSkills 1 ESL 322: Beginning Conversation ESL 323: Beginning Pronunciation	AESL 703: Beginning High CASAS Score: 191-200
2	**Low Beginning**		
	• Write some letters and numbers. I can write my own name and address. • Read and understand some common sight words and high frequency words • Understand basic commands spoken slowly and repeated often. • Ask and respond to basic phrases spoken slowly and repeated often.		AESL 702: Beginning Low CASAS Score: 181-190
1	**Basic Literacy**		
	• Write very few letters and numbers in English. I have to learn my ABCs and numbers. • Read very few words in English. • Understand very few words in English. • Communicate with gestures and a few words.		AESL 701: Basic Literacy CASAS Score: 150-180

MATH PLACEMENT LEVELS AT SADDLEBACK COLLEGE

After completing the Guided Self Placement questionnaire (current assessment process), you will receive a math course placement

STAT C1000, Math 2, Math C2210+203, Math 8, Math 11, Math 14, Math 103, Math 124,
Support packages*: STAT C1000+Math 210S, Math 124+224S
Equivalent preparation: High School Algebra 1; college-level Intermediate Algebra
*Support packages offer 2 units of additional instructional time

Math C2210
Prerequisite: High School PreCalculus, Math Analysis, Integrated Math 4, Math III Enhanced; college-level PreCalculus

Students with AP Scores and/or college transcripts can clear for higher levels

Math C2220
Prerequisite: Score of 4 on AP Calculus AB Exam; College Calculus 1

Math 3C, Math 24, Math 26
Prerequisite: Score of 3 on AP Calculus BC Exam; College Calculus 2

INSTITUTIONAL STUDENT LEARNING OUTCOMES (ISLOS)

Preamble:

Students should expect to develop knowledge, skills, and abilities across four broad areas as a result of their overall experience at Saddleback College. The broad areas are identified by the Institutional Student Learning Outcomes (ISLOs) listed below:

I. Effective Communication

Students completing a degree or transfer program at Saddleback College will be able to:

1. Demonstrate the ability to understand, evaluate, and analyze a variety of academic, professional, and personal readings.
2. Demonstrate the ability to clearly express themselves and the knowledge they have attained in various forms of writing.
3. Demonstrate the ability to clearly communicate ideas to others when speaking in one or more of the following modes: interpersonally, in small group settings, or in public presentations.

II. Intellectual and Practical Skills

Students completing a degree or transfer program at Saddleback College will be able to:

1. Demonstrate competence in fundamental computing and information technology.
2. Demonstrate competence in scientific and quantitative reasoning necessary for informed judgment and decision making.
3. Conduct effective research, including the identification, evaluation, synthesis, and responsible use of sources and information.
4. Analyze information and ideas independently and logically in order to arrive at reasoned, meaningful, and creative conclusions.
5. Work with others to develop creative, logical, and reasoned solutions to problems.
6. Develop cognitive, physical, and affective skills that will allow them the opportunity to be well-rounded individuals.

III. Community/Global Consciousness and Responsibility

Students completing a degree or transfer program at Saddleback College will be able to:

1. Demonstrate knowledge of cultural diversity and awareness of multiple perspectives in the U.S. and globally.
2. Demonstrate the ability to effectively interact with others in academic, personal, and professional contexts.
3. Demonstrate an awareness of the necessity for social responsibility and accountability of citizenship in a democratic society.
4. Demonstrate an awareness of the necessity for ethical conduct in academic, personal, and professional contexts.

IV. Breadth of Subject Area Knowledge

Students completing a degree or transfer program at Saddleback College will be able to:

1. Describe the scope and key principles of the natural sciences and mathematics, including an understanding of the methods of scientific inquiry.
2. Describe the scope and key principles of the arts and humanities in order to understand the rich history of human knowledge, discourse, and achievements.
3. Describe the scope and key principles of the social and behavioral sciences in order to understand the complexities of social interactions and human experiences.

COUNSELING SERVICES

Your enrollment at Saddleback College entitles you to receive the following services from Counseling Services and Special Programs. Services are available in person and online.

Academic Counseling

Counselors are available to help you plan your educational pathway, advise you about schedule planning, add and drop courses, and complete your comprehensive educational plan. Successful students see a Counselor at least once a semester.

Career Counseling

Choosing a career is one of the most important decisions a person can make. Career counseling is available to assist you in choosing a career that will match your interests, skills, values, and personality. Free and low cost career assessments are available to start exploring.

Personal Counseling

We all have our share of challenges. Sometimes these issues interfere with our ability to do well in college, sometimes they interfere with our ability to continue in class, and sometimes they interfere with our emotional well-being. Personal counseling is available from professional Counselors who will support you in finding solutions to your challenges.

Workshops

Various workshops are offered throughout the year. How to Decide on a Major, How to Apply to the UC and/or CSU, How to Write a Personal Statement are just some of the many useful workshops offered. Visit the Counseling Department or Transfer Center for dates and times of upcoming workshops.

Academic Plans – Plan For Your Future

Degree Works is a computerized academic planning program that allows students to develop a comprehensive semester-by-semester academic plan for their specific educational goal. Visit Degree Works > Academic Plans > Plans in MySite at **www.saddleback.edu**

CalWORKS:
www.saddleback.edu/student-support/specialized-programs/disabled-students-programs-and-services-dsps/california-work
To schedule an appointment call: (949) 582-4207
Location: GW 261-1

Career Resource Center:
www.saddleback.edu/student-support/career-support
To schedule an appointment call: (949) 582-4575
Location: GW 271

Counseling Services:
www.saddleback.edu/student-support/counseling-services
To schedule an appointment call: (949) 582-4572
or visit the website
Location: GW 201
Email: sc-ecounselor@saddleback.edu

Disabled Students Programs and Services:
www.saddleback.edu/student-support/specialized-programs/disabled-students-programs-and-services-dsps
To schedule an appointment call: (949) 582-4885
Fax: (949) 347-1526
Locations: GW 161
Email: scdsps@saddleback.edu

Rising Scholars:
www.saddleback.edu/student-support/specialized-programs/rising-scholars
To schedule an appointment call: (949) 582-4592
Location: CC 106
Email: scrisingscholars@saddleback.edu

Extended Opportunity Program and Services and CARE:
www.saddleback.edu/student-support/specialized-programs/extended-opportunity-programs-and-services-eopscare/eops
To schedule an appointment call: (949) 582-4620
Location: GW 261-2
Email: sceops@saddleback.edu

Transfer Center:
www.saddleback.edu/student-support/transfer-center
To schedule an appointment call: (949) 582-4328
Location: GW 287
Email: sctransfer@saddleback.edu

Undocumented Services:
www.saddleback.edu/student-support/specialized-programs/undocumented-students
To schedule an appointment call: (949) 582-4620
Location: GW 261-2

Veterans Education and Transition Services Program:
www.saddleback.edu/student-support/specialized-programs/veterans-education-and-transition-services-vets
To schedule an appointment call: (949) 582-4252
Location: GW 181
Email: vetsoutreach@saddleback.edu

ACADEMIC COUNSELING

What Courses Do I Take, And When?

Selecting courses for the first semester can be frustrating and difficult. Here are some suggestions you may find helpful:

Counseling are services available in person and online to support you choosing the courses that meet your goals

Decide how many units you want to take. Make a list of possible courses, which might include:

- **Career Planning, College Orientation or Educational Planning courses** such as Counseling 1, 40, 60, or Psychology 140, Human Services 151, Kinesiology 151.
- **General Education courses**: All students working towards a college degree need these courses. You will find lists of course options required for the Saddleback College Associate Degree (non-transfer) as well as those for the California State University (CSU) and the University of California (UC) in this handbook.
- **Major Preparation courses**: Courses that you are required to take at Saddleback College for an Associate Degree or an Associate Degree for Transfer are listed in the Saddleback College Catalog. For Transfer major requirements to CSU's and UC's see **www.assist.org**
- **Personal Interest and Exploration**: Many students enjoy taking an introductory course in a major they are considering or courses they have always wanted to take such as music, art, computer programs, etc.

All students seeking an academic goal such as a certificate, AA/AS, ADT or transfer are required to have a comprehensive educational plan by the time they reach 15 degree applicable units or their second semester. To determine course work needed students must go to their MySite page and click on Degree Works. You can obtain step-by-step instructions on how to identify courses required for the goal and semester by semester course planning tips.

Review each course you have selected to make sure you have any required prerequisites. All prerequisites are in effect. Prerequisites can be found in the Saddleback College catalog.

Make an appointment with a counselor so you can plan ahead for your career, major and into the future. Counselors will help you explore majors, careers, and programs of study, and provide personal counseling during your appointment. Multiple appointments can be made as needed.

Time Management

When deciding how many units to take, it is very important to plan time for reading, studying, and preparing for those classes. No time is given "in class" for studying. You are expected to be ready for each class before the class period begins.

The recommended formula to determine expected amount of TOTAL TIME required for success in a class is as follows:

Schedule 2-3 hours per unit, per week for studying.

Example:

For a 3 unit class:

In-class time = 3 hours per week

Study time = 6 hours per week

(3 units x 2 hrs/unit study = 6 hours)

TOTAL TIME: 9 HOURS PER WEEK FOR A 3-UNIT CLASS

If you take 12 units, total time to budget is 36 hours per week.
That is why 12 units is considered full-time-student status.

You may take as little as .5 units or as many as 19 units during a single semester. To take more than 19 units (not including work experience or independent study) you are required to obtain special permission from the Counseling Division. You must have a 3.0 cumulative grade point average to gain permission to enroll in more than 19 units.

College Units

- A college "unit" is a term used to define the time value of a course, or a "unit" of time involved in class instruction.
- A one-unit class typically requires one hour of instruction per week for a 16-18 week semester. Lab units are calculated differently.
- A three-unit class requires three hours of instruction per week for a 16-18 week semester.

Managing Work and School

Recommended combination:

Work	School
5-15 hours per week	12-15 units
20 hours per week	9-12 units
30 hours per week	6-9 units
40 hours per week	3-6 units

You will reach your goals faster if you do not overload yourself when you register for classes.

CAREER PLANNING PROCESS

View online at: www.saddleback.edu/student-support/career-support
The Career Planning Process is a lifelong process that is fluid rather than chronological. One stage does not necessarily need to be completed to move to the tasks of another stage, and you may move back and forth between two or more stages at any given time.

1 Self Assessment:
(Finding out who you are and what you want)

- What are your skills, interests, values and personality?
- What is your idea of work and a career?
- What do you want your career to be?

Useful Websites and Resources:
saddleback.lightcastcc.com
www.cacareerzone.org
www.onetcenter.org
www.roadtripnation.com

Visit our center to receive access to:
www.careercruising.com
www.eureka.org

2 Exploration:
(Finding out more about the world of work and education)

- Investigate possible career fields and talk to people who work in careers that interest you.
- Use internships, volunteer jobs, and part-time work to sample jobs and careers that interest you.
- Research majors and careers that match your self-assessment.

Career Options:
www.onetonline.org
www.bls.gov/ooh

Complete one or more of the following classes:
COUN 1 – Academic Planning
COUN 40 – Educational and Vocational Planning
COUN 60 – Career and Vocational Exploration

3 Decision Making:
(Analyzing the information)

- Begin to define your specific career goals.
- Make tentative career decisions.
- Set short and long term goals that allow you to reach your chosen career.
- If not comfortable in the decision – return back to Exploration.

Make a Career Resource Appointment:
www.saddleback.edu/student-support/career-support
(949) 582-4575

Make an Academic Counseling Appointment:
www.saddleback.edu/student-support/counseling-services

Attend a career workshop:
www.saddleback.edu/student-support/career-support/workshops-and-events

4 Educational Planning:
(Developing a plan for success)

- Researching two year and four year college programs that will allow you to reach your career goals.
- Decide on the amount of time you are willing to attend college or program.
- Establish a plan that allows you to complete your education and training in a time frame that works for you.

SEP – Student Educational Plan
www.saddleback.edu/student-support/counseling-services

Saddleback College Catalog
www.saddleback.edu/learning-saddleback/classes/college-catalog

Transfer Center
www.saddleback.edu/student-support/transfer-center
www.assist.org
www.aiccu.edu
www.calstate.edu
www.universityofcalifornia.edu

5 Job Search:
(Looking for a job)

- Develop a job search strategy.
- Establish and use job search resources and contacts.
- Overcome barriers and keep motivated.
- Maintain an up-to-date cover letter and resume.
- Call the Career Resource Center at (949) 582-4575 with any questions.

Job Search Resources:
saddleback.joinhandshake.com/edu
www.saddleback.edu/student-support/career-support/job-search-resources

Attend a Career Workshop
www.saddleback.edu/student-support/career-support/workshops-and-events

Off Campus Resources
www.indeed.com
www.usajobs.gov
www.idealist.org

PERSONAL COUNSELING

Counselors in the Counseling office offer individual counseling that can support your personal growth, help you set goals, provide values clarification, support relationship problems, and provide referrals to additional on campus and community based resources to support you.

College offers many new experiences and challenges. This can be an exciting time in your life-it can also be stressful if you or someone you know feels overwhelmed. Sometimes problems interfere with our emotional wellbeing. As a result, our ability to continue with classes or do well in college may be impacted.

For mental health resources and support, please visit the Student Health and Wellness Center in CC-177 or call (949) 582-4606.

In the event of an emergency on campus, please contact Campus Police at (949) 582-4444 or dial 911.

STUDENT SERVICES

Office of Equity, Inclusion and Access

The Office of Equity, Inclusion, and Access is committed to supporting all students through a Diversity, Equity, Inclusion, and Accessibility (DEIA) framework. Holistic services for currently enrolled students are available at The Den, which houses the Multicultural Center, Pride Center, Basic Needs Center, Rising Scholars, Monarch Scholars, and AANHPI (Asian American, Native Hawaiian, and Pacific Islander) Scholars programs.

Questions regarding these spaces can be directed to:

Dr. Susana Castellanos
Director of College Equity, Inclusion and Access
scastellanos@saddleback.edu
949-348-6411
Location: College Center (CC) -104

Multicultural Center

The Multicultural Center provides a welcoming hangout space with year-round programming that celebrates diverse cultural backgrounds and fosters a strong sense of belonging for all students.

Location: College Center (CC) 104

Pride Center

The Pride Center offers an inclusive space for all students affirming and supporting LGBTQIA2S+ students through community-building and connections to resources.

Location: College Center (CC) 104

Basic Needs Center

The Basic Needs Center supports student well-being by providing access to food through the Food Pantry, clothing and hygiene items through the Clothing Closet, and individualized resource connections using a case management approach.

Location: College Center (CC) 102

Rising Scholars

The Rising Scholars program supports students who have been negatively impacted by the U.S. judicial system. Through development of a support network, the Rising Scholars program will assist formerly incarcerated students in their educational, professional, and social goals.

Location: College Center (CC) 106

Monarch Scholars

The Monarch Scholars program assists students impacted by immigration policy by providing resources that promote academic success, well-being, and a strong sense of belonging.

Location: College Center (CC) 104

AANHPI (Asian American, Native Hawaiian, and Pacific Islander) Scholars

The AANHPI Scholars program provides culturally responsive programming and support services that promote academic success and a sense of belonging for AANHPI students.

Location: College Center (CC) 104

A Safe Space to Secure Your Needs

BASIC *Needs*

At The Den

Currently enrolled students visit us for **FREE**:

- **Groceries**
- **Clothing**
- **Hygiene Products**
- **Resources**

For more information or to schedule an appointment with our Basic Needs Team please visit:
www.saddleback.edu/shc/Basic-Needs

Find us with our campus map:

maps.saddleback.edu/?id=1262#!ct/49526?m/859917?s/care%20corner



The C.A.R.E. Corner: On-Campus Basic Needs Center

Saddleback's on-campus Basic Needs Center stands as a one-stop shop for all currently enrolled students to access resources to meet their basic needs. Groceries, hygiene supplies, clothing, and diapers; we have you covered!

Students may visit us 1x/week for groceries and 1x/month for hygiene supplies, diapers and clothing.



Stop by College Center 102 to pick up your items.

Students must have an appointment scheduled in order to receive services.

We are open
Monday – Friday
8:00 am – 5:00 pm

Helping those in need with fresh foods weekly



www.saddleback.edu/student-support/care-corner

STUDENT HEALTH AND WELLNESS CENTER

The Student Health and Wellness Center is comprised of highly qualified, caring healthcare professionals who strive to help students overcome non-academic barriers that may impact student success. **Enrolled students in the current semester who have paid their health fee** are eligible for short-term basic health services. **All services are strictly confidential.**

Health Services

We provide a holistic approach to healthcare that embraces physical, psychological, and social factors. Our team includes a medical director, nurse practitioners, registered nurses, medical assistants, clinical psychologists, doctorate-level psychology interns, and welcoming front office staff who work together to provide the best care possible. Health consultations are covered by your student health fee, while certain services incur a nominal fee. Our services include:

- Care for minor illnesses and injuries
- Physical examinations
- Women's health and Pap testing
- Sexual health and STD screening
- Immunizations and TB testing
- Laboratory testing
- Prescriptions
- Psychotherapy
- Psychological testing
- Mental health crisis intervention
- Health education
- Community referrals
- Medi-Cal resources and Family PACT resources
- Health program clearances

To schedule a telehealth or in-person appointment, call 949-582-4606.
Online scheduling is available through the Student Health Portal.
We are located in the College Center, CC 177.



STUDENT HEALTH AND WELLNESS CENTER

CC Room 177 • 949-582-4606
Student Health and Wellness Center Webpage

Fall and Spring Semester:
Monday – Thursday: 8am – 5pm • Friday 8am – 12pm

Summer Semester:
Monday – Thursday: 8am – 6pm • Closed Friday

Closed weekends and all major holidays

Student Health Portal

DRUG AND ALCOHOL ABUSE PREVENTION

Substance use interferes with academic, co-curricular, and extracurricular interests and can lead to health, personal, social, economic, and legal problems. The South Orange County Community College District's Drug and Alcohol Abuse Prevention Program (DAAPP) aims to prevent the abuse or unlawful possession, use, or distribution of alcohol and illicit drugs by students and employees on District premises or as part of any of its activities. Please visit the following board policy and administrative regulation for the full version of the DAAPP:

Administrative Regulation 3550
https://bit.ly/3RGHmxl

Board Policy 3550
https://bit.ly/4lrlhiP

Saddleback College offers a variety of educational opportunities addressing alcohol- and drug-related issues. Students are encouraged to complete the following anonymous, confidential, and interactive online programs, which provide personalized feedback on alcohol and cannabis use, help identify risk patterns, and provide useful resources.

Cannabis eCHECKUP TO GO
https://echeckup.sdsu.edu/usa/mj/coll/saddleback/#!/

Alcohol eCHECKUP TO GO
https://echeckup.sdsu.edu/usa/alc/coll/saddleback/#!/

Alcohol101+
https://app.alcohol101.plus/signin/saddleback

Health Risks Associated with the Use of Illicit Drugs and/or the Abuse of Alcohol

Substance use can lead to serious health and behavioral problems, with both short- and long-term effects on the body and mind. Acute health issues resulting from alcohol and drug use may include heart attack, stroke, and sudden death. Long-term effects may include disruption of normal heart rhythm, high blood pressure, destruction of brain cells, permanent memory loss, infertility, impotence, immune system impairment, kidney failure, cirrhosis of the liver, and lung damage.

Counseling, Treatment, Rehabilitation, or Re-Entry Programs

Healthcare professionals are available to assist with alcohol and drug-related issues. Students can seek help at the **Student Health and Wellness Center** for crisis intervention, psychotherapy, health education, and community referrals. Additional resources for substance use include the following:

Alcoholics Anonymous
https://www.aa.org/

Marijuana Anonymous
https://marijuana-anonymous.org/

Narcotics Anonymous
https://orangecountyna.org/ocwp/

OC Navigator
https://ocnavigator.org/m/ocn

Smart Recovery
https://smartrecovery.org/

Standards of Conduct

The District shall be free from all unlawful possession, use, or distribution of alcohol and illicit drugs by students and employees. The unlawful manufacture, distribution, dispensing, possession, or use of alcohol or any controlled substance is prohibited on District property, during District-sponsored field trips, activities, or workshops, and in any facility or vehicle operated under the control of the District.

Disciplinary Action

Any student or employee who violates the standards of conduct will be subject to appropriate action, up to and including termination of employment, expulsion, and referral for prosecution; or, as permitted by law, may require satisfactory participation in an alcohol or drug abuse assistance or rehabilitation program.

Legal Sanctions

Specific ordinances regarding violations of alcohol laws are available from the California Department of Alcoholic Beverage Control. Under California state law, possession of any amount of certain controlled substances is punishable by up to one year of incarceration in a county jail, pursuant to Sections 11054 and 11350 of the Health & Safety Code. Under federal law, possession of a controlled substance is punishable by up to three years of imprisonment, pursuant to 21 U.S.C. §§ 802 and 844(a).

For more information please contact:

Student Health and Wellness Center

https://www.saddleback.edu/student-support/student-health-wellness-center

DISABLED STUDENTS PROGRAMS AND SERVICES (DSPS)

DSPS is committed to providing quality support services and specialized instruction to students with verified disabilities which enables them to access and participate in all programs at Saddleback College. Please call us at (949) 582-4885 or visit our website at **www.saddleback.edu/student-support/specialized-programs/disabled-students-programs-and-services-dsps.**

What is a Disability?

A disability is a physical or mental condition which limits one or more major life activities, having a record of such a condition, or being regarded as having such a condition.

Disabilities include: Mobility, Learning, Speech, Hearing, Visual, Acquired Brain Injury, Developmental, Psychological, and Other disabilities such as ADHD and Autism Spectrum Disorders.

Applying for DSPS

To determine eligibility, students need to provide documented verification of disability and complete an application online at the DSPS website: **www.saddleback.edu/student-support/specialized-programs/disabled-students-programs-and-services-dsps** or in-person at GW 161-1. We request that students submit or bring copies of any educational, psychological, therapeutic, or professional documentation, including scores from assessment or diagnostic reports. Students must self-identify and give reasonable notice to DSPS in order to verify their disability and receive authorized accommodations.

Learning Disability (LD) Assessment: The DSPS LD Program provides free learning disability assessments for students who are experiencing academic difficulties in order to determine if they may be eligible for learning disability related accommodations. Our LD Specialists can meet with students who may have no history of LD services, but are having learning difficulties, to help discover the nature and possible causes of their academic struggles. If we determine that a learning disability evaluation might be helpful and is appropriate for a student, then we can provide a free assessment. All meetings and results are confidential. Based on assessment results, students may qualify for individualized accommodations such as additional time on tests, priority registration, note-taking accommodations, audio textbooks, etc.

Alternate Media Services & The Center for Assistive Technology (CAT) Lab: Alternate Media Services provides students with accessible formats of instructional materials in formats such as Braille, large print, audio, and electronic text. These services ensure timely, accurate, and appropriate access to course content. The Center for Assistive Technology (CAT) Lab, located in GW 281, offers a space to explore and use tools like screen readers, speech-to-text programs, audiobooks, recording apps, and other assistive technologies. Our goal is to support equal access through technology and provide a learning environment where all students can succeed.

Special Services Classes: Special Services classes utilize specialized basic skills instruction and facilitate success in regular classes. These classes are listed under Special Services in the college catalog and class schedule.

Adapted Kinesiology Classes: Adapted Kinesiology classes provide an opportunity for adults with physical and health-related disabilities to improve their strength, coordination, stamina and mobility. Classes are individualized to address student needs.

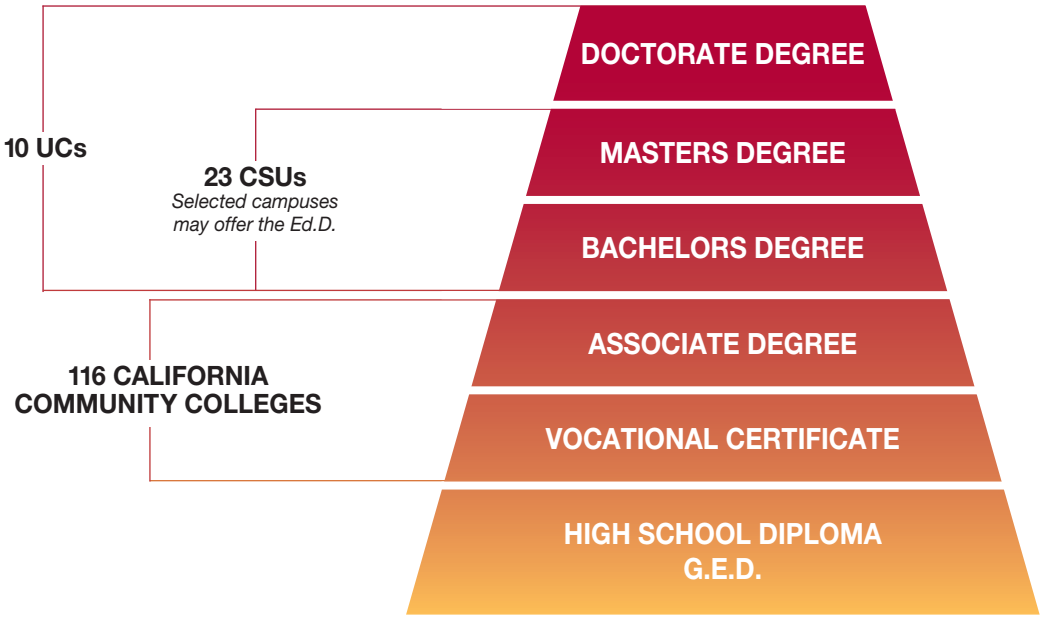
Counseling: DSPS Counselors are available to provide academic, career, and personal counseling. Counselors can help you discover your academic goals, plan your educational program, and develop a comprehensive academic plan MAP.

Location and Hours

For further information about DSPS at Saddleback College, call (949) 582-4885, email scdsps@saddleback.edu, or in-person at GW 161-1.



EDUCATIONAL OPTIONS IN CALIFORNIA



Vocational Certificate

Major courses only – number of units required varies. A series of special major courses, all related to a particular occupational skill. Offered by community colleges, university extension programs, and private educational organizations. Can be helpful in obtaining or upgrading employment.

Associate Degree

Major courses plus general education and electives, **60 units** required. Usually referred to as AA, AS, or ADT (Associate in Arts or Science) Degrees. Normally requires two years of full-time study but may take longer. Associate degrees are offered by community colleges.

Bachelor's Degree

Major courses plus general education and electives, approximately **120-132 total units** required. Usually referred to as BS (Bachelor of Science) or BA (Bachelor of Arts) Degrees. Normally requires 4-5 years of full-time study. Students may complete the Freshman and Sophomore years (lower-division courses) at a community college and then transfer to a four-year university for Junior and Senior years (upper-division courses). Saddleback College courses numbered 1-199 transfer to CSU and courses numbered 1-99 transfer to UC (with some exceptions).

Master's Degree

Bachelor's Degree plus graduate courses in specialized area. Bachelor's Degree units **(120-132)** plus **36-56 units**, depending on major. Usually referred to as MS (Master of Science) or MA (Master of Arts) Degrees. Normally requires two additional years of full-time study after completion of a Bachelor's Degree.

Doctorate Degree

Advanced training beyond a Bachelor's or Master's degree. Units vary, depending on field of study. Usually referred to as Ph.D. (Doctor of Philosophy) or Ed.D. (Doctor of Education). It usually takes 4-5 years of full-time study beyond a Bachelor's Degree.

GUIDE TO CALIFORNIA HIGHER EDUCATION

SYSTEM	THE UNIVERSITY OF CALIFORNIA (UC)	THE CALIFORNIA STATE UNIVERSITY (CSU)	THE CALIFORNIA COMMUNITY COLLEGES (CCC)	INDEPENDENT CALIFORNIA COLLEGES AND UNIVERSITIES
CAMPUSES	9 Undergraduate 1 Graduate	22	116	86
ADMISSION REQUIREMENTS				
FRESHMAN	High School GPA and completion of required A-G courses; See **admission.universityofcalifornia.edu** for more information.	High School GPA and completion of required A-G courses; See **www.calstate.edu/apply** for more information	High School Diploma or High School Equivalency or 18 years of age at time of admission or High School Juniors and Seniors with approval of Principal and parent.	Refer to individual college catalog or request information on the independent California colleges and universities from: Association of Independent California Colleges and Universities (AICCU) 1100 Eleventh Street, Suite 10 Sacramento, CA 95814 (916) 446-7626 See: **www.aiccu.edu**
TRANSFER	Students need at least 60 UC-transferable units with minimum GPA of 2.4 (2.8 if you are a non-resident) (higher for most campuses), and complete the 7 course pattern. Completion of all lower division major preparation and general education courses is considered essential especially for selective majors and campuses. See: **admission.universityofcalifornia.edu**	Students need 60 CSU-transferable units with a minimum GPA of 2.0 (higher for some campuses), completion of at least 30 units of general education courses with grades of "C" of better and specifically the Golden 4 courses. Completion of all lower division major preparation and all general education courses is considered essential especially for transfer to selective majors and campuses. See: **www.calstate.edu/apply**		
ACADEMIC CALENDAR	Eight campuses on the quarter system. UC Berkeley and UC Merced are on the semester system.	CSU's are on the semester system.	Refer to individual college catalog.	Refer to individual college catalog.
DEGREES AWARDED	Bachelors, Masters, Doctorates, and Professional (law, medicine, dentistry, etc.).	Bachelors, Masters, some Doctorate Programs.	Associate Degrees, Vocational Certificates, Transfer Programs, Limited Bachelor's Programs.	Associates, Bachelors, Masters, Doctorates, Professional (varies from campus to campus).
TUITION/ FEES *(subject to change)*	Residents of California – Approximately $15,588/ year. Non-Residents – Approximately $54,858/ year. $80 application fee for every application submitted. $95 application fee for every application submitted for non-resident/international.	Residents of California – Approximately $6,838/year. Full-time. Non-Residents – Approximately $471/unit. $70 application fee, for every application submitted.	Residents of California – $46 per unit.* Non-Residents – $400 per unit*# Non-Residents and Foreign students must also pay the $46 per-unit tuition and the $50 per unit Capital Outlay fee. * Subject to change # At Saddleback College and subject to change	Variable – See individual college catalog Azusa Pacific .....$45,980* Chapman.....$69,990* Loyola Marymount University..... $65,367 University of San Diego.....$64,100* USC .....$75,384* *2026-27 (annual tuition fees only) Full-time status.
FINANCIAL AID	Scholarships, grants, loans and work-study employment are the principal forms of financial aid. Nearly all are awarded on the basis of financial need. A limited number of honorary scholarships awarded on the basis of academic achievement are available. Application for financial aid is separate from application for admission.			

NOTE: The information provided is subject to change.

DEGREES, CERTIFICATES, AND AWARDS

Credit Programs Index

Click on the award type (AAT, AA, AST, AS, CA, CA♦, OSA) to navigate to the program information.

AAT	AA	AST	AS	CA	CA♦	OSA
Associate in Arts for Transfer	Associate of Arts Degree	Associate in Science for Transfer	Associate of Science Degree	Certificate of Achievement - Vocational Program or other area approved by the State Chancellor's Office (16 units or more)	Certificate of Achievement - Vocational Program or other area approved by the State Chancellor's Office (8 to fewer than 16 units)	Occupational Skills Award - Vocational Program (6-15.5 units)

Accounting				AS	CA		
Computerized Accounting Specialist				AS	CA		
Administrative Assistant				AS	CA		
Advanced Manufacturing				AS	CA		
American Sign Language				AS			
American Sign Language Interpreting					CA		
Anthropology		AAT	AA				
Architectural Drafting							
Architecture				AS	CA		
Construction Inspection				AS	CA		
Art							
Photography			AA				
Studio Arts		AAT	AA				
Art History		AAT					
Astronomy				AS			
Automotive Technology							
Alternative Fuel Vehicle Specialist				AS	CA		
Automotive Chassis Specialist				AS	CA		
Automotive Chassis Systems					CA		
Automotive Electric Vehicle Technician					CA		
Automotive Engine Diagnostics Technician					CA		
Automotive Engine Performance Specialist				AS	CA		
Automotive Engine Repair Technician					CA		
Automotive Engine Service Specialist				AS	CA		
Automotive Suspension Technician					CA		
Automotive Technician Fundamentals					CA♦		
Autonomous and Advanced Vehicle Systems					CA		
General Automotive Technician				AS	CA		
Biology		AST		AS			
Business							
Business Administration 2.0		AST					
Banking and Finance				AS	CA		
Business Communication Skills					CA♦		
Business Communications					CA		
Business Education Core					CA♦		
Business Education Foundations					CA		
Business Leadership				AS	CA		

DEGREES, CERTIFICATES, AND AWARDS

Business Management		AS		
Entrepreneurship		AS	CA	OSA
General Business			CA	
Global Business		AS	CA	
Human Resources		AS	CA	
Human Resources Management				OSA
Logistics and Physical Distribution		AS	CA	
Marketing		AS	CA	
New Media Marketing			CA♦	
Project Management				OSA
Workplace Readiness			CA♦	
Chemistry		AS		
Child Development and Education				
Associate Teacher Level I			CA♦	
Associate Teacher Level II: Work Experience			CA♦	
Child and Adolescent Development	AAT			
Early Childhood Education	AST			
Early Childhood Teacher			CA	
Elementary Teacher Education: Integrated Programs	AAT			
Cinema-Television-Radio		AS	CA	
Cinema-Television-Radio Career Skills			CA♦	
Film, Television, and Electronic Media	AST			
Music and Audio Production for Cinema, TV, and Radio			CA♦	
Communication Studies 2.0	AAT			
Computer Information Management				
Applications Developer		AS	CA	
Business Data Analytics and Database		AS		
Cybersecurity/Information Security Analyst			CA	
Data Analytics			CA	
E-Commerce Specialist		AS	CA	
Network Administrator		AS	CA	
Networking Administrator Essentials			CA♦	
Software Specialist		AS	CA	
Web Designer		AS	CA	
Webmaster		AS	CA	
Computer Maintenance Technology		AS	CA	
Computer Science	AST	AS		
Cyber Defense		AS		
Cyber Operations			CA	
Cosmetology				
Salon Management			CA	
Culinary Arts				
Advanced Baking and Pastry		AS	CA	
Advanced Culinary Arts		AS	CA	
Catering and Special Events		AS	CA	
Introduction to Baking and Pastry			CA	
Introduction to Culinary Arts		AS	CA	
Dance		AA		
Drafting Technology		AS	CA	
Economics	AAT	AA		
Electronic Technology				
Analog and Digital Circuit Electronic Technology		AS	CA	

DEGREES, CERTIFICATES, AND AWARDS

Basic Analog and Digital Electronics				OSA
Digital Electronic Technology			AS	CA
General Electronic Technology			AS	CA
Emergency Medical Technician				OSA
Engineering			AS	
English	AAT			
Creative Writing		AA		
English Literature		AA		
Environmental Science	AST			
Environmental Studies		AA		
Ecological Restoration				CA
Water Resources and Conservation				CA
Family and Consumer Sciences			AS	CA
Fashion Design			AS	CA
Accessory Design				OSA
Advanced Fashion Design and Apparel Manufacturing				CA
Costuming				CA
Fashion Technology				OSA
Sustainable Fashion and Social Entrepreneurship				OSA
Fashion Merchandising			AS	CA
Fashion Display and Presentation			AS	
Event Planner				OSA
Fashion Stylist				OSA
Visual Display and Presentation				CA
Gender and Sexuality Studies		AA		
General Education/Studies				
Cal-GETC				CA
General Studies - Arts & Humanities		AA		
General Studies - Interdisciplinary Studies		AA		
General Studies - Natural Sciences		AA		
General Studies - Social & Behavioral Sciences		AA		
Liberal Studies		AA		
Geography	AAT	AA		
Global Studies	AAT			
Geology	AST			
Graphics				
Biomedical Illustration				CA
Computer Graphics			AS	CA
Games and Interactive Media			AS	
Games and Interactive Media - Animation				CA♦
Games and Interactive Media - Design				CA♦
Graphic Communications			AS	CA
Graphic Design			AS	CA
Illustration/Animation		AA		CA
Surface Design				CA♦
Health Sciences			AS	
History	AAT	AA		
Horticulture/Landscape Design				
Agriculture Plant Science	AST			
The Business of Horticulture and Landscape Design				CA♦
General Horticulture				OSA
General Landscape Design				OSA
Plant Identification				OSA
Sustainable Horticulture			AS	CA

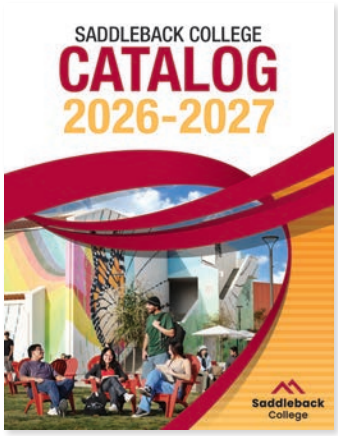
DEGREES, CERTIFICATES, AND AWARDS

Sustainable Landscape Design			AS	CA	
Urban Farming				CA♦	
Wellness Gardening				CA♦	
Hospitality Management	AST		AS	CA	
Human Services					
Administration of Justice	AST				
Alcohol and Drug Studies			AS	CA	
Community-Based Corrections					OSA
Eating Disorders					OSA
Human Services Generalist			AS	CA	
Mental Health Worker			AS	CA	
Social Work and Human Services	AAT				
Humanities		AA			
Industrial Automation Fundamentals				CA	
Interior Design			AS		
Interior Design Digital Production				CA	
Kitchen and Bath Design				CA	
Level I - Interior Design Foundations				CA	
Level II - Interior Design				CA	
Level III - Interior Design Professional				CA	
International Languages					
Arabic		AA			
Chinese		AA			
French		AA			
German		AA			
Japanese		AA			
Korean		AA			
Persian		AA			
Spanish	AAT	AA			
Journalism	AAT				
Digital Media				CA	
Journalism and New Media			AS		
Kinesiology	AAT	AA			
Coaching					OSA
Holistic Health Studies				CA♦	
Integrative Health for Fitness and Wellness Professionals				CA	
Kinesiology - Exercise Science		AA			
Kinesiology - Sports Administration		AA			
Personal Training Specialist				CA♦	
Yoga Instructor				CA♦	
Law, Public Policy, and Society	AAT				
Library Technician				CA♦	
Mathematics		AA			
Mathematics 2.0	AST				
Medical Assistant					
Administrative Medical Assistant				CA	
Clinical Medical Assistant				CA	
Comprehensive Medical Assistant				CA	
Medical Insurance Billing					OSA
Medical Scribe				CA♦	
Medical Laboratory Technician			AS	CA	
Music	AAT	AA			
Basic Music Skills				CA♦	
Commercial Music				CA	
Instrumental Studies				CA	

DEGREES, CERTIFICATES, AND AWARDS

Jazz Composition				CA	
Jazz Studies				CA	
Keyboard Studies				CA	
Music and Audio Production for Cinema, TV, and Radio				CA♦	
Music Composition				CA	
Music Production Entrepreneurship				CA♦	
Music Production					OSA
Piano Pedagogy				CA	
Vocal Studies				CA	
Nursing					
Licensed Vocational Nurse (LVN) to Registered Nurse (RN) 30-Unit Option				CA	
Registered Nurse			AS	CA	
Nutrition			AS	CA	
Geriatric Nutrition				CA♦	
Nutrition and Dietetics	AST				
Sports Nutrition				CA♦	
Sustainable Food Systems				CA♦	
Paramedic			AS	CA	
Philosophy	AAT	AA			
Physics	AST		AS		
Political Science	AAT				
Psychology	AAT				
Public Health					
Community Health Worker				CA	
Public Health	AST				
Public Health Informatics and Technology				CA	
Real Estate			AS	CA♦	
Real Estate Appraisal			AS	CA♦	
Real Estate Escrow			AS	CA	
Sociology	AAT				
Aging Studies				CA	
Aging Studies Interdisciplinary				CA♦	
Surgical Technology			AS		
Theatre Arts	AAT				
Musical Theatre		AA			
Scenic Art and Painting					OSA
Theatre Arts Entertainment and Theatre Technology				CA	
Theatre Arts Performance and Acting		AA			
Theatre Arts Technical Theatre		AA			
Travel and Tourism			AS	CA	

For More Information about the Catalog visit:
www.saddleback.edu/learning-saddleback/classes/college-catalog



THE ASSOCIATE DEGREES



Associate Degree (AA and AS)

(BP 4100/AR 4100)

Upon completion of the following requirements, the South Orange County Community College District Board of Trustees will confer the Associate degree.

1. **Unit Requirement:** Units of Course Credit — minimum 60 units. Courses numbered 1-299 as well as Common Course Numbering (CXXXX) at Saddleback are degree applicable towards the AA and AS degree. For course numbering information, please visit the "How To Read Course Descriptions" page of the Saddleback Catalog. See section below for Associate Degree for Transfer (AA-T and AS-T) requirements.
2. **Scholarship Requirements:** A minimum grade-point average of 2.0 in all units attempted at Saddleback College and an overall grade-point average of 2.0 for all transcripts used.
3. **Residence Requirement:** Of the 60 semester units required, at least 12 units must be completed in residence.
4. **General Education Requirement:** Students are advised to consult a Saddleback College counselor for assistance in developing an educational plan prior to choosing their general education pattern and degree. A single course may be used to satisfy both a general education and major requirement. The General Education patterns are viewable at **www.saddleback.edu/student-support/counseling-services/articulation/general-education-ge-patterns**. Choose one General Education pattern to complete (1 or 2):
   1. Associate Degree – General Education Requirements (Local GE), or
   2. California General Education Transfer Curriculum (Cal-GETC)
5. **Major Requirement:** All courses must be completed with a grade of "C" or better. (Title 5 section 55063). Complete an Associate degree program as described in the Saddleback College catalog.

Career Education Transitions Program for High School and Regional Occupational Program (ROP) Students

Saddleback College in partnership with its local high schools provide Secondary to Post-Secondary course articulation agreements. Students can earn early college credit while still in high school to identify career pathways. Many Career Technical Education (CTE) programs at Saddleback College have agreements with designated high schools and/or ROPs (Regional Occupational Programs). Students can then transfer credits directly to Saddleback College.

There is no cost for the CTE Transitions program. The career pathways are academically rigorous and provide students with the basic skills for post-secondary admission and learn the technical skills to have productive and successful careers. CTE Transitions is an important school-to-work transition strategy, helping all students make the connection between school and highly-skilled/high-wage employment.

For a complete listing of these courses please refer to: **www.saddleback.edu/learning-saddleback/career-education**

The local high school districts participating in this program are: Capistrano Unified School District, Laguna Beach Unified School District, Saddleback Valley Unified School, District College and Career Advantage (ROP), and Coastline ROP. Private High Schools include: New Vista School through their New Vista Tech Academy and JSerra Catholic High School.

Students who complete a CTE Transition articulated class and receive a grade of A or B, will be eligible to have Credit by Exam units for the corresponding Saddleback College class posted to their official college transcript.

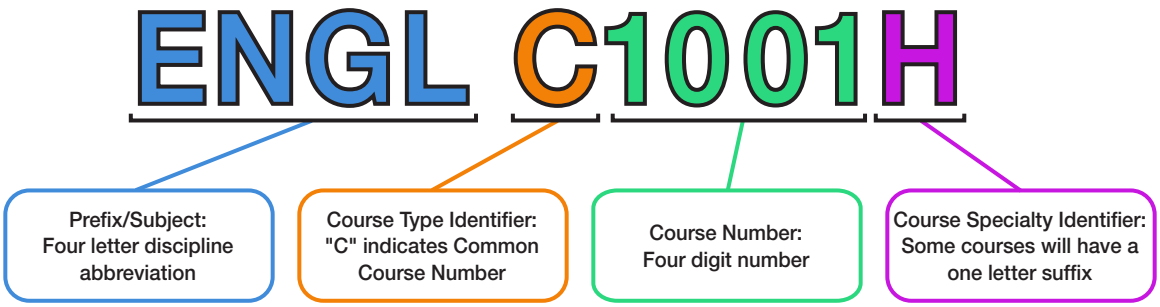
Eligible students should make an appointment with a Saddleback College counselor to verify their course completion. A counselor will assist in completing a CTE Transitions Petition form and submit the form to the Admission and Records office for processing.

Contact the Counseling Department for further information (949) 582-4572.

COMMON COURSE NUMBERING (CCN)

Common Course Numbering Explained

The Common Course Numbering (CCN) System is a state-mandated initiative (AB1111) aimed at streamlining student transfer by utilizing uniformity in course numbers across California Community Colleges. The CCN system assigns the same course prefix/subject and number to comparable courses across all California community colleges. Effective Fall 2025 Saddleback College will begin offering courses that follow the new common course numbering system.



All CCN courses utilize the following structure:

Prefix/Subject: Four letter discipline abbreviation (e.g., ENGL for English)

Course Type Identifier: C = Common Course Number (only course numbers that begin with a "C" are considered common courses that are transferable to any other California Community College)

Course Number: four digit number (e.g. 1000)

Course Specialty Identifier: H = Honors, L = Lab, S = Support

For example, ENGL C1000H is a common course that is offered statewide by California Community Colleges as ENGL C1000H. In comparison, Saddleback College's ENG 3 (which does not utilize the "C" identifier) is a local course that does not automatically transfer to another California Community College campus. For more information regarding transfer credit, please see a counselor.

Common Course Numbering Cross Walk Chart

EFFECTIVE TERM	OLD COURSE NAME (SADDLEBACK COURSE NUMBERING)	NEW COURSE NAME (COMMON COURSE NUMBERING)
Phase 1 - Fall 2025	COMM 1 Communication Fundamentals	COMM C1000 Introduction to Public Speaking
Phase 1 - Fall 2025	COMM 1H Honors Communication Fundamentals	COMM C1000H Introduction to Public Speaking - Honors
Phase 1 - Fall 2025	ENG 1A Principles of Composition I	ENGL C1000 Academic Reading and Writing
Phase 1 - Fall 2025	ENG 1AH Honors Principles of Composition I	ENGL C1000H Academic Reading and Writing - Honors
Phase 1 - Fall 2025	ENG 1B Principles of Composition II	ENGL C1001 Critical Thinking and Writing
Phase 1 - Fall 2025	ENG 1BH Honors Principles of Composition II	ENGL C1001H Critical Thinking and Writing - Honors
Phase 1 - Fall 2025	PS 1 American Government	POLS C1000 American Government and Politics
Phase 1 - Fall 2025	PS 1H Honors American Government	POLS C1000H American Government and Politics - Honors
Phase 1 - Fall 2025	PSYC 1 Introduction to Psychology	PSYC C1000 Introduction to Psychology
Phase 1 - Fall 2025	PSYC 1H Honors Introduction to Psychology	PSYC C1000H Introduction to Psychology - Honors
Phase 1 - Fall 2025	MATH 10 Introduction to Statistics	STAT C1000 Introduction to Statistics
Phase 1 - Fall 2025	(not previously offered)	STAT C1000H Introduction to Statistics - Honors

Common Course Numbering Cross Walk Chart

EFFECTIVE TERM	OLD COURSE NAME (SADDLEBACK COURSE NUMBERING)	NEW COURSE NAME (COMMON COURSE NUMBERING)
Phase 2 - Fall 2026	ANTH 1 Biological Anthropology	ANTH C1001 Introduction to Biological Anthropology
Phase 2 - Fall 2026	ANTH 1H Honors Biological Anthropology	ANTH C1001H Introduction to Biological Anthropology - Honors
Phase 2 - Fall 2026	ANTH 1L Biological Anthropology Laboratory	ANTH C1001L Biological Anthropology Lab
Phase 2 - Fall 2026	ARTH 25 Survey of Art History - Ancient Worlds to Gothic	ARTH C1100 Survey of Art from Prehistory to the Medieval Era
Phase 2 - Fall 2026	ARTH 26 Survey of Western Art History - Renaissance to Contemporary	ARTH C1200 Survey of Art from the Renaissance to Contemporary
Phase 2 - Fall 2026	ASTR 20 General Astronomy	ASTR C1001 Introduction to Astronomy
Phase 2 - Fall 2026	BIO 20 Introduction to Biology	BIOL C1000 Introduction to Biology with Lab
Phase 2 - Fall 2026	CDE 7 Child Growth and Development	CDEV C1000 Child Growth and Development
Phase 2 - Fall 2026	COMM 5 Interpersonal Communication	COMM C1004 Interpersonal Communication
Phase 2 - Fall 2026	ECON 4 Principles (Micro)	ECON C2001 Principles of Microeconomics
Phase 2 - Fall 2026	ECON 4H Honors Principles of Microeconomics	ECON C2001H Principles of Microeconomics - Honors
Phase 2 - Fall 2026	ECON 2 Principles (Macro)	ECON C2002 Principles of Macroeconomics
Phase 2 - Fall 2026	ECON 2H Honors Principles of Macroeconomics	ECON C2002H Principles of Macroeconomics - Honors
Phase 2 - Fall 2026	ENG 25 Introduction to Literature	ENGL C1002 Introduction to Literature
Phase 2 - Fall 2026	ENG 25H Honors Introduction to Literature	ENGL C1002H Introduction to Literature - Honors
Phase 2 - Fall 2026	HIST 16 History of the United States to 1876	HIST C1001 United States History to 1877
Phase 2 - Fall 2026	HIST 17 History of the United States since 1876	HIST C1002 United States History since 1865
Phase 2 - Fall 2026	MATH 3A Analytic Geometry and Calculus	MATH C2210 Calculus I: Early Transcendentals
Phase 2 - Fall 2026	MATH 3AH Honors Analytic Geometry and Calculus	MATH C2210H Calculus I: Early Transcendentals - Honors
Phase 2 - Fall 2026	MATH 3B Analytic Geometry and Calculus	MATH C2220 Calculus II: Early Transcendentals
Phase 2 - Fall 2026	SOC 1 Introduction to Sociology	SOCI C1000 Introduction to Sociology
Phase 2 - Fall 2026	SOC 1H Honors Introduction to Sociology	SOCI C1000H Introduction to Sociology - Honors

2026-2027

SADDLEBACK COLLEGE
General Education Requirements for ASSOCIATE Degrees
These requirements are for students who do not wish to transfer to the CSU or UC.

Student's Name _____ **Counselor/Date** _____
Last/First/Middle Student I.D. #

To earn an Associate Degree for Transfer (AA-T/AS-T), Cal-GETC must be completed.
Please meet with a counselor to discuss your specific goals. www.saddleback.edu/student-support/counseling-services.

Circle courses taken at SC • List courses taken at other colleges • Indicate name of test if requirement was met with AP, CLEP or IB. C = COMPLETED IP = IN PROGRESS N = NEEDED	C	IP	N
AREA 1: LANGUAGE AND RATIONALITY (A minimum of 9 units required) — *Complete one course in 1A, 1B, and 1C with a grade of "C" or better.*			
1A: ENGLISH COMPOSITION: ENGL C1000 *(formerly ENG 1A)* or ENGL C1000H *(formerly ENG 1AH)*			
1B: ORAL COMMUNICATION AND CRITICAL THINKING: BUS 102; CIMP 8B; CIMW 105; COMM C1000 *(formerly 1)* or C1000H *(formerly 1H)*, 2, 3, C1004 *(formerly 5)*; ENGL C1001 *(formerly ENG 1B)* or ENGL C1001H *(formerly ENG 1BH)*; ENG 2, 70; PHIL 12			
1C: MATHEMATICAL CONCEPTS AND QUANTITATIVE REASONING: BUS 10; CIM 8; MATH 2, C2210 *(formerly 3A)* or C2210H *(formerly 3AH)*, C200 *(formerly 3B)*, 3C, 8, 11, 14, 24, 26, 30A/CS 30A, 30B/CS 30B, 103, 124; PSYC 44 STAT C1000 *(formerly MATH 10)* or STAT C1000H *NOTE: Intermediate Algebra may satisfy this requirement, please meet with a counselor.*			
AREA 2: NATURAL SCIENCES (A minimum of 3 units required) — *Complete one course.*			
ANTH C1001 *(formerly 1)* or C1001H *(formerly 1H)* ASTR C1001 *(formerly 20)* BIO 4A, 4B, 11, 12, 13 *(formerly 113)*, 15, 19, 31, 45 BIOL C1000 *(formerly BIO 20)* CHEM 1A, 3, 8 *(formerly 108)* ENV 18, 23, 24 GEOG 1 or 1H GEOL 1, 20, 23 HORT 20 or 20H MS 4, 20 PHYS 2A, 4A, 20, 30			
AREA 3: SOCIAL AND BEHAVIORAL SCIENCES (A minimum of 3 units required) — *Complete one course.*			
ANTH 2 or 2H, 3, 4‡/ES 4‡, 5, 8, 9, 13, 22 BUS 1 or 1H CDE 15 *(formerly CD 15, 105)*, 24 *(formerly 124)*, 26 *(formerly 126)*, 117 *(formerly CD 117)* CDEV C1000‡ *(formerly CDE 7)* COMM *(formerly SP)* 8, 20 COUN 51‡ CTVR 1/JRN 1 or 1H/JRN 1H ECON C2002 *(formerly 2)* or C2002H *(formerly 2H)*, C2001 *(formerly 4)* or C2001H *(formerly 4H)*, 11 ENV 1 or 1H, 26, 141 ES *(formerly CCS)* 1 or 1H‡, 3‡, 4‡/ANTH 4‡, 6, 7, 8, 9/SOC 9, 10/HIST 10, 11/GEOG 11, 33/HIST 33, 81/HIST 81 FASH 51 GEOG 2 or 2H, 3, 11/ES 11, 38 GLST 1, 2 GSS *(formerly WS)* 10 or 10H, 11H, 15, 31, 60/PS 60 HIST 10/ES 10,11, 12, 15, C1001 *(formerly 16)*, C1002 *(formerly 17)* , 19, 21, 22, 27, 28, 30, 32, 33/ES 33, 62, 63, 70, 71, 72, 74, 75, 78, 80/PS 80, 81/ES 81, 99‡ HS 19/SOC 19, 37/SOC 37, 100, 120, 131 JRN 1/CTVR 1 or 1H/CTVR 1H KNES 46 POLS C1000 *(formerly PS 1)* or POLS C1000H *(formerly PS 1H)*, PS 4, 10H, 11, 12, 14, 45, 60/GSS 60, 65, 80/HIST 80 PSYC C1000 *(formerly PSYC 1)* or PSYC C1000H *(formerly PSYC 1H)*, 2 or 2H, 5‡, 7‡, 16, 21, 25 *(formerly 125)* SOC 2 or 2H, 9/ES 9, 10, 12 *(formerly 125)*,15, 16‡ *(formerly 126)*, 19/HS 19, 21, 25, 37/HS 37 SOCI C1000 or C1000H *(formerly SOC 1 or 1H)*			
AREA 4: ARTS AND HUMANITIES (A minimum of 3 units required) — *Complete one course.*			
ARAB 1, 2, 3, 4, 10, 21 ARCH 12 *(formerly 112)*, 18 ART 4, 9, 40, 41, 42 ARTH 20, 21, 22, 23, 24, C1100 *(formerly 25)*, C1200 *(formerly 26)*, 29, 30, 32 BUS 21 CHI 1, 2, 3, 4, 21 COMM *(formerly SP)* 30, 32 CTVR 2, 3 or 3H, 4, 7 *(formerly CA 27)*, 9 *(formerly CA 29)* DANC 64 *(formerly PE/TA 64)*, 74 *(formerly 174)* ENG 3, 4, 6, 9, 10, 15A, 15B, 17A, 17B, 18, 21A, 21B, 22 or 22H, 24, 27A or 27AH, 42 *(formerly 142)*, 44, 52, 55 ENGL C1002 *(formerly ENG 25)* or C1002H *(formerly ENG 25H)* ESL 80 *(formerly 180)*, 90 *(formerly 190)* FA 27 or 27H FASH 44 *(formerly 144)* FR 1, 2, 3, 4, 21 GD 1, 2, 51 GER 1, 2, 3, 4, 21 HEBR 1, 2 HIST 4, 5, 99‡ HON 11H, 12H, 13H, 14H HORT 15 *(formerly 115)* HUM 1, 2, 21, 25 ID 22 *(formerly 122)*, 25 *(formerly 125)*, 110‡, ITA 1, 2, 21 JA 1, 2, 3, 4, 21 KNES 32 KOR 1, 2, 3, 4, 21 MUS 1, 2, 20, 23, 24, 25, 26, 27, 28 PHIL 1 or 1H, 5 *(formerly 104)*,10, 14, 15, 16 PHOT 25 PRSN 1, 2, 3, 4, 21 *(formerly 121)* SL 1 *(formerly 32)*, 2 *(formerly 33)*, 3 *(formerly 34)*, 4 *(formerly 35)*, 10 *(formerly 101)* SPAN 1 or 1H, 2 or 2H, 3, 4, 6, 10, 11, 20A, 20B, 21A, 21B, 21C TA 20, 22			
AREA 5: LIFE LONG UNDERSTANDING AND SELF-DEVELOPMENT (A minimum of 1-3 units required) — *Complete one course.*			
ACCT 120 BUS 16 *(formerly 116)* CDE 120 *(formerly CD 120)* CDEV C1000‡ *(formerly CED 7) (formerly CDE 7, 107)* CIM 1, 10 CIMW 115 COUN 1, 40 *(formerly 140)*, 51‡, 60 *(formerly 160)*, 61 *(formerly 161)* FASH 141 *(formerly FCS 140)* FCS 115, 142 NUTR *(formerly FN)* 50, 64 HLTH 1, 3 HS 170 ID 110‡ KNES 107 *(formerly PE 107)*, 188, 190 LIB 2H, 100 N 161, 165, 176 PSYC 5‡, 7‡, 33 SOC 16‡ *(formerly 126)*, 18 *(formerly 180)*			
AREA 6: ETHNIC STUDIES (A minimum of 3 units required) — *Complete one course.*			
ES 1‡, 3‡, 4‡/ANTH 4‡			

‡Course may be listed in more than one area but shall only be certified in one.
REQUIREMENTS ARE SUBJECT TO CHANGE.

Articulation 7/2026

ASSOCIATE DEGREE REQUIREMENTS

To earn an Associate Degree at Saddleback College, students must meet the following requirements:

_____ Complete ONE of the General Education patterns: Saddleback College General Education OR California General Education Transfer Curriculum (Cal-GETC).
NOTE: To earn an Associate Degree for Transfer (AA-T/AS-T), Cal-GETC must be completed, minimum "C" grade or better or a "P" (pass) is required.

_____ Complete major requirements as listed in the College Catalog. A "C" grade or better or a "P" (pass) is required.

_____ Complete 12 units in residency.

_____ Complete a minimum of 60 degree applicable units with an overall 2.0 grade point average in all units attempted.

Note to student

- Apply for degree(s) by the stated deadlines https://www.saddleback.edu/learning-saddleback/graduation-degree-and-certificate-information.
- Courses numbered 1-299 as well as Common Course Numbering (CXXXX) at Saddleback are degree applicable towards the AA and AS degree. For course numbering information, please visit https://saddleback.curriqunet.com/catalog/iq/21685/25189.
- Credits earned at institutionally accredited colleges and universities may be accepted toward Saddleback College associate degrees and certificates.
- Credits used for Cal-GETC certification, UC or CSU transfer, or Associate Degree for Transfer (ADT) are accepted only from colleges and universities accredited by ICAS-approved institutional accrediting agencies (formerly recognized as regional accreditors):
  - Accrediting Commission for Community and Junior Colleges (ACCJC)
  - Western Association of Schools and Colleges, Higher Learning Commission (HLC)
  - Middle States Commission on Higher Education (MSCHE)
  - New England Commission of Higher Education (NECHE)
  - Northwest Commission on Colleges and Universities (NWCCU)
  - Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)
  - WASC Senior College and University Commission (WSCUC)
- Coursework from Irvine Valley College or other community colleges with the same course number and/or title may NOT always be certified in the same category at Saddleback College. Also, similar coursework from accredited independent or private colleges or out-of-state institutions will NOT always be certified unless the course content is deemed comparable to community college courses approved.
- Evaluated international coursework may be used only for Saddleback College local degrees and certificates; it does not apply to Cal-GETC, ADTs, or transfer requirements. Check with your transfer institution for applicability.
- Please meet with a counselor to discuss your specific goals.

RESOURCES

1. Counseling Services — **www.saddleback.edu/student-support/counseling-services**
   – Counseling Appointments
   – Prerequisites and Placement
2. Articulation — **www.saddleback.edu/student-support/counseling-services/articulation/igetccsu-and-degree-resources**
   – General Education patterns
   – ASSIST.org is the official California statewide database listing a selection of campus-approved articulation agreements, General Education requirements, and information on UC and CSU transferable courses.
3. Transfer Center — **www.saddleback.edu/student-support/transfer-center**
   – CSU/UC Transfer and Admission Guarantees
   – Events, representative visits, workshops, etc.
4. Saddleback College Catalog — **www.saddleback.edu/learning-saddleback/classes/college-catalog**
   – Degrees and Certificates
   – Credit for Prior Learning (AP, IB, CLEP)
   – Student Services
   – Catalog Rights/Continuous Enrollment

NOTES:

CALIFORNIA FOUR-YEAR PUBLIC UNIVERSITIES

University of California* – 10 Campuses

1. **University of California, Berkeley** (1868) • (510) 642-6000
   Semester Enrollment 33,122 • www.berkeley.edu
2. **University of California, Davis** (1908) • (530) 752-1011
   Quarter Enrollment 31,695 • www.ucdavis.edu
3. **University of California, Irvine** (1965) • (949) 824-5011
   Quarter Enrollment 30,260 • www.uci.edu
4. **University of California, Los Angeles** (1919) • (310) 825-4321
   Quarter Enrollment 33,535 • www.ucla.edu
5. **University of California, Merced** (2004) • (209) 228-4400
   Semester Enrollment 8,243 • www.ucmerced.edu
6. **University of California, Riverside** (1954) • (951) 827-1012
   Quarter Enrollment 24,034 • www.ucr.edu
7. **University of California, San Diego** (1964) • (858) 534-2230
   Quarter Enrollment 35,442 • www.ucsd.edu
8. **University of California, Santa Barbara** (1944) • (805) 893-8000
   Quarter Enrollment 23,091 • www.ucsb.edu
9. **University of California, Santa Cruz** (1965) • (831) 459-0111
   Quarter Enrollment 18,194 • www.ucsc.edu
10. **University of California, San Francisco**, is a graduate/professional institution requiring pre-professional preparation or graduate standing for admission. (415) 476-9000 Post Grad 2,993
    www.ucsf.edu

California State University* – 22 Campuses

1. **California Polytechnic State University, San Luis Obispo** (1901)
   (805) 756-1111 • Semester Enrollment 23,245 • www.calpoly.edu
2. **California State Polytechnic University, Pomona** (1938)
   (909) 869-3070 • Semester Enrollment 27,221 • www.cpp.edu
3. **California State University, Bakersfield** (1965) • (661) 664-2782
   Semester Enrollment 11,195 • www.csub.edu
4. **California State University, Channel Islands** (2002) • (805) 437-8400
   Semester Enrollment 4,924 • www.csuci.edu
5. **California State University, Chico** (1887) • (530) 898-4636
   Semester Enrollment 14,823 • www.csuchico.edu
6. **California State University, Dominguez Hills** (1960) • (310) 243-3696
   Semester Enrollment 14,462 • www.csudh.edu
7. **California State University, East Bay** (1957) *(formerly CSU Hayward)*
   (510) 885-3000 • Semester Enrollment 10,911 • www.csueastbay.edu
8. **California State University, Fresno** (1911) • (559) 278-4240
   Semester Enrollment 24,992 • www.csufresno.edu
9. **California State University, Fullerton** (1957) • (657) 278-1712
   Semester Enrollment 45,147 • www.fullerton.edu
10. **California State University, Long Beach** (1949) • (562) 985-4111
    Semester Enrollment 42,173 • www.csulb.edu
11. **California State University, Los Angeles** (1947) • (323) 343-3000
    Semester Enrollment 21,708 • www.calstatela.edu
12. **California State University, Monterey Bay** (1995) • (831) 582-3000
    Semester Enrollment 7,817 • www.csumb.edu
13. **California State University, Northridge** (1958) • (818) 677-1200
    Semester Enrollment 36,960 • www.csun.edu
14. **California State University, Sacramento** (1947) • (916) 278-6011
    Semester Enrollment 31,274 • www.csus.edu
15. **California State University, San Bernardino** (1960) • (909) 537-5000
    Quarter Enrollment 19,049 • www.csusb.edu
16. **California State University, San Marcos** (1989) • (760) 750-4000
    Semester Enrollment 15,441 • www.csusm.edu
17. **California State University, Stanislaus** (1957) • (209) 667-3122
    Semester Enrollment 9,398 • www.csustan.edu
18. **California State Polytechnic University, Humboldt** (1913)
    (707) 826-3011 • Semester Enrollment 6,276 • www.humboldt.edu
19. **San Diego State University** (1897) • (619) 594-5200
    Semester Enrollment 41,184 • www.sdsu.edu
20. **San Francisco State University** (1899) • (415) 338-1111
    Semester Enrollment 20,713 • www.sfsu.edu
21. **San Jose State University** (1857) • (408) 924-1000
    Semester Enrollment 35,298 • www.sjsu.edu
22. **Sonoma State University** (1960) • (707) 664-2880
    Semester Enrollment 5,000 • www.sonoma.edu

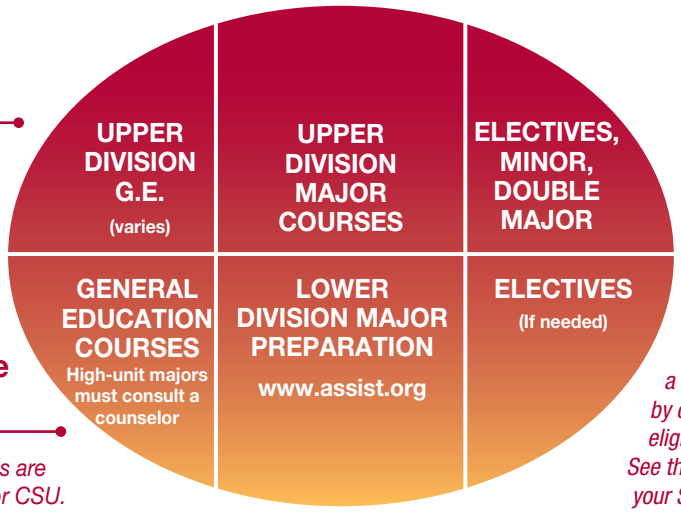


Saddleback College
www.saddleback.edu

** Enrollment figures subject to change*

THE BACHELOR DEGREES

4-Year University
Junior/Senior



CSU/UC
Min. units
for BA/BS 120

Saddleback College
Freshman/Sophomore

Minimum 60 transferable units are required to transfer to a UC or CSU.

Students who receive a Certificate of Achievement by completing CalGETC may be eligible for an Associate degree. See the college catalog or meet with your Saddleback College counselor.

Bachelor's Degree

Preparation for the Bachelor's Degree at Saddleback College is made up of lower-division General Education requirements, preparation courses in a major and elective courses if needed. Some students take elective courses in subjects in which they have an interest. General Education Certification includes courses in the arts, humanities, the natural sciences, English, social sciences and mathematics. There is one major General Education Certification pattern:

California General Education Transfer Curriculum (CalGETC) (see Pg. 32)

Used for the California State University System, the University of California system and may also be used by some private colleges and universities in California.

Note: Saddleback College courses numbered 1-199 as well as common course numbering (CXXXX) are designated as transferable courses to the CSU.

Note: Saddleback College courses numbered 1-99 as well as common course numbering (CXXXX) are designated as transferable courses to the UC.

Preparation for the major includes lower-division courses taken at Saddleback College to prepare you for upper-division course work in your major at the university. Check assist.org for lower division major preparation coursework.

Preferential Transfer Admission Programs

TAG – Transfer Admission Guarantee

Interested in a specific UC campus and major? Great news: six UC campuses offer their Transfer Admission Guarantee (TAG) program! The 6 campuses are: Davis, Irvine, Merced, Riverside, Santa Barbara, and Santa Cruz. Please visit **UC TAG** website to learn more. Counselors in the Transfer Center or Counseling department are also available to answer UC TAG questions.

Honors Program

Students completing the Honors Program are eligible for enhanced transfer consideration and other benefits at partner campuses. Contact the Honors Program at (949) 582-4853 or visit **www.saddleback.edu/learning-saddleback/honors-program** for further information. Counselors in the Transfer Center are also available to answer Honors Program questions.

Associate Degree for Transfer

California Community colleges and the CSU system created this transfer program to make it easier for community college students to transfer. With an Associate Degree for Transfer (AA-T, AS-T), you'll be guaranteed admission into the CSU system to complete a bachelor's degree, though admission to a specific campus or major is not guaranteed. Learn more by visiting **icangotocollege.com/associate-degree-for-transfer**

Transfer Success Pathway

First time college students enrolling in a California Community College this Fall 2026, could be eligible for a dual admission program to the California State University. To learn more about the Transfer Success Pathway (TSP) visit **www.calstate.edu/apply/transfer/**. Counselors in the Transfer Center and Counseling Department are also available to answer TSP questions.

2026-2027

SADDLEBACK COLLEGE
Cal-GETC
The California General Education Transfer Curriculum

Student's Name _____ **Counselor/Date** _____
Last/First/Middle Student I.D. #

Beginning Fall 2025, Cal-GETC is to be completed by students who plan to transfer to a CSU or UC campus. A grade of "C" or better or Pass is required for Cal-GETC courses with a maximum of 14 units in P/NP. Continuing students from Summer 2024 and prior, who have maintained continuous enrollment, may continue with CSUGE/IGETC. Please meet with a counselor for additional information.

Circle courses taken at SC • List courses taken at other colleges • Indicate name of test if requirement was met with AP or IB. CPL credit is limited to AP, IB and Credit by Exam only. CLEP is not allowed. C = COMPLETED IP = IN PROGRESS N = NEEDED	C	IP	N

AREA 1: ENGLISH COMMUNICATION
(3 courses/min 3 units each; total 9 semester or 12 quarter units) — Complete ONE course in 1A, 1B, and 1C

1A: ENGLISH COMPOSITION	**ENGL** C1000 or C1000H *(formerly ENG 1A/1AH)*
1B: CRITICAL THINKING AND COMPOSITION	**ENGL** C1001, C1001H *(formerly ENG 1B/1BH)*, ENG 2, 70
1C: ORAL COMMUNICATION	**COMM** C1000, C1000H *(formerly COMM 1/1H)*

AREA 2: MATHEMATICAL CONCEPTS AND QUANTITATIVE REASONING
(1 course; 3 semester or 4 quarter units) — Complete ONE course.

BUS 10
CS 30A/MATH 30A, 30B/MATH 30B
MATH 2, C2210 *(formerly 3A)*, C2210H *(formerly 3AH)*, C2220 *(formerly 3B)*, 3C, 8, 11, 24, 26, 30A/CS 30A, 30B/CS 30B
STAT C1000, C1000H *(formerly MATH 10)*
PSYC 44

AREA 3: ARTS AND HUMANITIES
(2 courses/min 3 units each; total 6 semester or 8 quarter units) — Complete ONE course each from 3A and 3B.

3A: ARTS

ARCH 12, 14
ART 4
ARTH 20, 21, 22, 23, 24, C1100 *(formerly 25)*,
C1200 *(formerly 26)*, 29, 30, 32
CTVR 2, 3, 3H, 4 [F26], 5, 7, 9
DANC 64, 74
FA 27, 27H
FASH 44
GD 1, 2
HORT 15
ID 22, 25
KNES 32
MUS 20, 23, 24, 25, 26, 27, 28
PHOT 25
TA 20, 22

3B: HUMANITIES

ARAB 2, 3, 4, 21
CHI 2, 3, 4, 21
ENG 15A, 15B, 17A, 17B, 18, 21A, 21B, 22, 22H, 24, 27A, 27AH, 42, 44, 52, 55
ENGL C1002 *(formerly ENG 25)* C1002H *(formerly ENG 25H)*
FR 2, 3, 4, 21
GER 2, 3, 4, 21
HEBR 2
HIST 4, 5, C1001 *(formerly 16)*, C1002 *(formerly 17)*, 30, 70, 71, 72, 75
HON 11H, 12H, 13H, 14H
HUM 1, 2, 21
ITA 2, 21
JA 2, 3, 4, 21
KOR 2, 3, 4, 21
PHIL 1, 1H, 5, 10, 14, 15, 16 [F26]
PRSN 2, 3, 4, 21
SL 2, 3, 4
SPAN 2, 2H, 3, 4, 11, 20A, 20B, 21A, 21B, 21C

AREA 4: SOCIAL AND BEHAVIORAL SCIENCES
(2 courses/min 3 units each; total 6 semester or 8 quarter units) — Complete TWO courses from two different disciplines.

ANTH 2, 2H, 3, 4/ES 4, 5, 8, 9, 13, 22
CDE 15
CDEV C1000 *(formerly CDE 7)*
COMM 20
CTVR 1/JRN 1, 1H/JRN 1H
ECON C2002, 2002H *(formerly 2/2H)*, C2001, C2001H *(formerly 4/4H)*, 11/PS 11
ENV 1, 1H, 6
ES 1, 3, 4/ANTH 4, 6, 7, 8, 9/SOC 9, 10/HIST 10, 11/GEOG 11, 33/HIST 33, 81/HIST 81
GEOG 2, 2H, 3, 11/ES 11, 38
GLST 1, 2
GSS 10, 10H, 11H, 15, 31, 60/PS 60
HIST 10/ES 10, 11, 12, 15, C1001 *(formerly 16)*, C1002 *(formerly 17)*, 19, 21, 22, 27, 28, 30, 32, 33/ES 33, 62, 63, 70, 71, 72, 74, 75, 78, 80/PS 80, 81/ES 81
JRN 1/CTVR 1, 1H/CTVR 1H
KNES 46
POLS C1000, C1000H *(formerly PS 1/1H)*
PS 4, 10H, 11/ECON 11, 12, 14, 45, 60/GSS 60, 65, 80/ES 80
PSYC C1000, C1000H *(formerly 1/1H)*, 2, 2H, 4, 5, 7, 16, 21, 25, 30/SOC 30, 33, 37
SOC 2, 2H, 9/ES 9, 10, 12 15, 16, 18, 21, 23, 25, 30/PSYC 30
SOCI C1000, C1000H *(formerly SOC 1/1H)*

Optional CSU Graduation Requirement: American Institutions (AI) certification may be added after full Cal-GETC is completed and upon successful completion of POLS C1000 or C1000H (formerly PS 1/1H) and one History course: HIST C1001, HIST C1002, or HIST 22.

AREA 5: PHYSICAL AND BIOLOGICAL SCIENCES
(2 courses/min 3 units each and 1 lab; total 7 semester or 9 quarter units) — Complete ONE course each from 5A and 5B. One matching laboratory required to meet 5C.

5A: PHYSICAL SCIENCE

*denotes a course that includes laboratory (5C)

ASTR C1001 *(formerly 20)*, 21/GEOL 21
CHEM 1A*, 1B*, 3*, 8*, 12A*, 12B*
ENV 23*/GEOL 23*, 38
GEOG 1, 1H
GEOL 1*, 2*, 3, 4, 7, 20*, 21\ASTR 21, 23*/ENV 23*
MS 4*, 20*
PHYS 4A*, 4B*, 4C*, 20*, 2A*, 2B*, 30*

5B: BIOLOGICAL SCIENCE

*denotes a course that includes laboratory (5C)

ANTH C1001, C1001H *(formerly 1/1H)*
BIO 3C*, 4A*, 4B*, 11*, 12*, 13*, 15*, 19*, 28, 30, 31*, 40, 43, 45
BIOL C1000 *(formerly BIO 20*)*
ENV 5, 18*, 24*
HORT 20*, 20H*
PSYC 3

5C: LABORATORY

Courses from 5A and 5B that have * meets the 5C requirement.
However students may choose to take separate science lecture and laboratory courses.

ANTH C1001L *(formerly 1L)*
ASTR 25
GEOG 1L

AREA 6: ETHNIC STUDIES
(1 course; 3 semester or 4 quarter units) — Complete ONE course.

ES 1, 3, 4/ANTH 4

[ ] = effective term approved for Cal-GETC. NOTE: A course may be listed in more than one GE area but shall only be certified in one.
REQUIREMENTS ARE SUBJECT TO CHANGE.

Articulation 7/2026

ASSOCIATE DEGREE REQUIREMENTS

To earn an Associate Degree at Saddleback College, students must meet the following requirements:

_____ Complete ONE of the General Education patterns: Saddleback College General Education OR California General Education Transfer Curriculum (Cal-GETC).
NOTE: To earn an Associate Degree for Transfer (AA-T/AS-T), Cal-GETC must be completed, minimum "C" grade or better or a "P" (pass) is required.
_____ Complete major requirements as listed in the College Catalog. A "C" grade or better or a "P" (pass) is required.
_____ Complete 12 units in residency.
_____ Complete a minimum of 60 degree applicable units with an overall 2.0 grade point average in all units attempted.

Note to student

- Apply for degree and Cal-GETC certification by the stated deadlines https://www.saddleback.edu/learning-saddleback/graduation-degree-and-certificate-information
- Courses numbered 1-199 as well as Common Course Numbering (CXXXX) are degree applicable towards Associate Degree for Transfer (AA-T/AS-T). For more course numbering information please visit https://saddleback.curriqunet.com/catalog/iq/21685/25189.
- Courses numbered 1-299 as well as Common Course Numbering (CXXXX) at Saddleback are degree applicable towards the AA and AS degree. For course numbering information, please visit https://saddleback.curriqunet.com/catalog/iq/21685/25189.
- Check with transfer institution for their admissions/transfer policy as they may not be aligned with Cal-GETC.
- High school students must consult with transfer institution regarding completion of Cal-GETC prior to high school graduation. TAG is not available to high school students who graduate and apply directly to a UC campus.
- Credits earned at institutionally accredited colleges and universities may be accepted toward Saddleback College associate degrees and certificates.
- Credits used for Cal-GETC certification, UC or CSU transfer, or Associate Degree for Transfer (ADT) are accepted only from colleges and universities accredited by ICAS-approved institutional accrediting agencies (formerly recognized as regional accreditors). See list below.
- Evaluated international coursework may be used only for Saddleback College local degrees and certificates; it does not apply to Cal-GETC, ADTs, or transfer requirements. Check with your transfer institution for applicability.
- Coursework from Irvine Valley College or other community colleges with the same course number and/or title may NOT always be certified in the same category at Saddleback College for Cal-GETC. Also, similar coursework from accredited independent or private colleges or out-of-state institutions will NOT always be certified unless the course content is deemed comparable to community college courses approved for Cal-GETC.
- Students wishing to use a course to meet Cal-GETC requirement MUST be sure that the course is on the list during the academic year when it is taken. While completion of 60 transferable units including all Cal-GETC certification requirements will satisfy CSU and/or UC admission requirements, transfer admission is not guaranteed. Competitive campuses or majors for which more applications are received than can be accommodated, may screen for admissions based on meeting application deadlines, courses required in preparation for the major and/or grade point average.

General information

Completion of the California General Education Transfer Curriculum (Cal-GETC will permit a student to transfer from a California Community College (CCC) to a California State University (CSU) and/or University of California (UC) campus or program without the need, after transfer, to take additional lower division, general education courses to satisfy campus general education requirements. For most students, it is strongly recommended that they complete Cal-GETC prior to transfer. All CSUs and most UC campuses and programs will accept certified Cal-GETC completion as satisfying lower-division general education requirements. Some UC colleges and majors within the UC campus may not accept or recommend Cal-GETC to fulfill all of their general education requirements. Students who wish to apply international coursework toward transfer should consult their intended transfer institution to determine applicability. A list of those UC colleges and majors is found on the UC Admissions web page (under "general education"). https://admission.universityofcalifornia.edu/admission-requirements/transfer-requirements/preparing-to-transfer/general-education-igetc/igetc/campus-guidance.html

Completion of the Cal-GETC is not an admission requirement or admission guarantee for transfer to the CSU or UC, nor is it the only way to fulfill the lower-division, general education requirements for students at the CSU or UC. It is however required for conferral of an Associate Degree for Transfers (ADT: AA-T/AS-T). There is no limit on the number of external exams (Advanced Placement and International Baccalaureate) that can be applied to Cal-GETC. External exams may be used regardless of when the exam was taken. Cal-GETC certification does not determine applicability towards meeting program requirements at the receiving institution. College Level Examination Program (CLEP) and other College Board and ACT exams (SAT I/II, Subject Tests, Achievement Tests) cannot be used for Cal-GETC. Please see CSU systemwide Credit for External Examinations resource below.

Students who initially enroll at a UC campus, then leave and attend a community college, and subsequently return to the same campus are considered "readmits" by the UC. Such students cannot use Cal-GETC. CSU does not have a system-wide policy that addresses these students and/or this reverse-transfer situation and thus there is no prohibition on use of Cal-GETC for students returning to the CSU from a CCC. Certification of coursework completed for Cal-GETC will be honored provided that a course was on a college's approved Cal-GETC list when it was completed. Although California Community College courses may be listed in more than one area, they can only be applied to one area during Cal-GETC certification for each individual student. A "C-" grade valued at less than 2.0 grade points on a 4.0 scale cannot be used for Cal-GETC certification. No more than 14 semester units (21 quarter units) of Pass/No Pass (Credit/No Credit), excluding credit by examination, may be used toward Cal-GETC certification. Students who complete full Cal-GETC certification may also request for optional CSU American Institutions (AI) and UC Language other than English (LOTE) certifications when appropriate documentation is provided. LOTE certification does not guarantee completion of UC graduation requirements, as requirements vary by UC campus and may differ by college or major. Students should consult their intended UC campus to confirm specific LOTE and graduation requirements. CSU AI graduation requirement can be met by completing POLS C1000/C1000H (formerly PS 1/1H) and one History course: HIST C1001 (formerly 16), C1002 (formerly 17), or 22.

ICAS-Approved Accrediting Agencies (formerly Regional Accreditors) for Cal-GETC Certification, UC or CSU Transfer, or Associate Degree for Transfer (ADT):

- Accrediting Commission for Community and Junior Colleges (ACCJC)
- Western Association of Schools and Colleges, Higher Learning Commission (HLC)
- Middle States Commission on Higher Education (MSCHE)
- New England Commission of Higher Education (NECHE)
- Northwest Commission on Colleges and Universities (NWCCU)
- Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)
- WASC Senior College and University Commission (WSCUC)

Resources:

UC AP https://admission.universityofcalifornia.edu/admission-requirements/ap-exam-credits/ap-credits/

UC IB https://admission.universityofcalifornia.edu/admission-requirements/ap-exam-credits/ib-credits.html

CSU Systemwide Credit for External Examinations https://calstate.policystat.com/policy/13340146/latest/

College Catalog https://saddleback.curriqunet.com/catalog/iq/21682

Common Course Numbering https://www.cccco.edu/About-Us/Chancellors-Office/Divisions/Educational-Services-and-Support/common-course-numbering-project

CSU Associate Degree for Transfer https://www.calstate.edu/apply/transfer/Pages/associate-degree-for-transfer-major-and-campus-search.aspx

The information on the front and back of this document was prepared based upon data available at the time of publication and is subject to change. Therefore, this publication does not represent a contract, but rather, a guideline. More current information can be found at www.ASSIST.org. Check with transfer institution for their transfer admissions policies and deadlines.

www.assist.org

What is ASSIST?

ASSIST (assist.org) is the official statewide database and online resource that shows prospective California transfer students how courses they complete at a community college may be used to satisfy elective, general education and major requirements at a CSU or UC campus.

QUESTIONS?

Does Psychology 5 meet a CSU General Education Certification requirement?

How many lower division mathematics courses are required for Cal State Fullerton in Engineering?

What are the lower division major preparation courses for an English major at UCI?

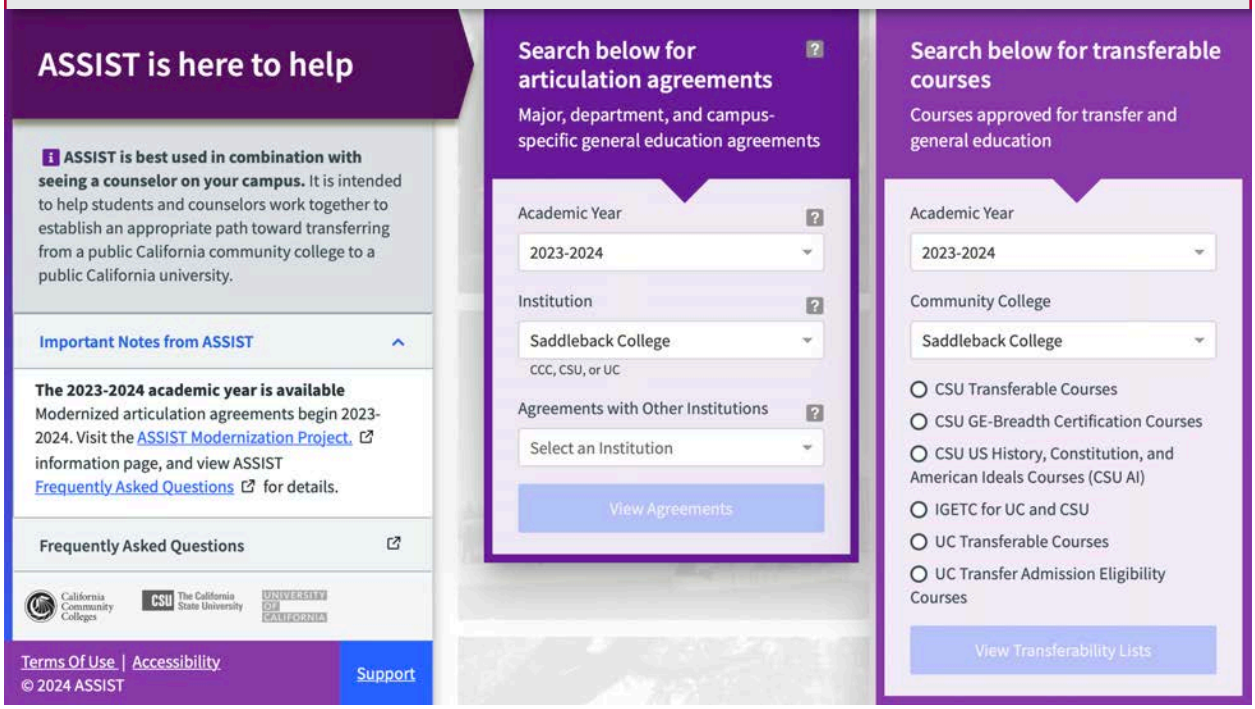
ANSWERS

If you are planning to transfer from a community college to a University of California (UC) or a California State University (CSU) campus, ASSIST can help you to:

1. Determine if courses are transferable.
2. See if a course meets a requirement of the CSU General Education Certification requirements or IGETC.
3. Find out what courses at Saddleback College meet major preparation requirements at many CSU and UC campuses.

   Note: Not all universities have all of the transfer information available on ASSIST. Please see a counselor for more information.

4. **SEE A COUNSELOR**: Students are advised to contact a counselor for more information and for details regarding other transfer agreements and options not available on ASSIST. Counselors have up-to-date information often not available on ASSIST. Contact the Counseling Department in GW 201-1 (949) 582-4572 or the Transfer Center in GW 287 (949) 582-4328 to schedule an appointment.



THE CALIFORNIA STATE UNIVERSITIES

The California State University system (CSU) is the largest system of four-year public higher education in the United States. Its 22 campuses extend from Arcata in the north (Humboldt State University) to San Diego in the south (San Diego State University). For every first-time freshman student admitted, two community college transfer students are admitted. Since the CSU began in 1961, it has awarded almost two million degrees.

The CSU historically has played a critical role in preparing students to enter the job market. The system prepares 60 percent of the teachers in the state and more graduates in business, engineering, agriculture, communications, health, education, and public administration than all other California universities and colleges combined. Altogether, about half of all of the Bachelor's degrees awarded in California are from a CSU campus.

Tips for CSU Transfer

- Complete your "Golden 4" early in your college career (English, Critical Thinking, Communications and Math).
- Complete your lower division major preparation with the best possible grades (see ASSIST.org) or consider an Associate Degree for Transfer (ADT) if it is available in your field of study.
- Start connecting with CSU by using their CSU Transfer Planner.
- Ask your counselor about how campus impaction and CSU local service area priorities might affect your choices.
- Learn about specific requirements for more competitive CSU Campuses (e.g. Cal Poly San Luis Obispo, Long Beach, San Diego State University) by visiting their websites and meeting with a counselor.

Homepage:	**calstate.edu**
Transfer Information:	**calstate.edu/apply/transfer**
Application:	**calstate.edu/apply/transfer**
Impaction Information:	**calstate.edu/attend/impaction-at-the-csu**
CSU Transfer Planner:	**csutransfer.myliaison.com**

Ranking of CSU Campuses for Saddleback College Transfer Students

CSU Fullerton	**#1**
CSU Long Beach	**#2**
San Diego State	**#3**
San Marcos	**#4**
Cal Poly Pomona	**#5**

THE UNIVERSITY OF CALIFORNIA

In just over a century, the University of California (UC) has built an international reputation for academic excellence. Whether you want a broad liberal arts education, preparation for graduation study, or training for a particular profession, the University of California probably has a program to meet your needs.

If you are interested in transferring to a University of California (UC) campus, get an early start with the UC Transfer Admission Planner! This online tool is designed to help prospective UC students to track and plan their coursework, including those students who are seeking a Transfer Admission Guarantee (TAG) with one of the six TAG campuses (Davis, Irvine, Merced, Riverside, Santa Barbara, and Santa Cruz). See page 34 for more information about UC TAG.

The University of California includes world-famous campuses such as UC Berkeley and UCLA. The UC campuses are primarily research and theoretical institutions providing transfer students with the skills to pursue graduate-level degrees.

Tips for UC Transfer

- Take English and the appropriate math early in your college career
- Complete your Lower Division Major Preparation with the best possible grades (see ASSIST.org) to apply as a prepared and competitive Upper Division Transfer Student.
- Start connecting with UC by using their UC Transfer Admission Planner
- Consider participating in the Transfer Admission Guarantee (TAG) program
- Start your preparation for a UC education by participating in the Saddleback College Honors Program
- Don't rely solely on your high school extracurricular activities. Get involved in clubs and organizations at Saddleback College, complete an internship, and participate in community service.

Homepage:	**universityofcalifornia.edu**
Transfer Information:	**admission.universityofcalifornia.edu**
Application:	**admission.universityofcalifornia.edu/how-to-apply**
Transfer Admission Guarantee:	**admission.universityofcalifornia.edu/admission-requirements/transfer-requirements/uc-transfer-programs/transfer-admission-guarantee-tag.html**
Transfer Admission Planner:	**uctap.universityofcalifornia.edu/students**

Ranking of UC Campuses for Saddleback College Transfer Students

UC Irvine	**#1**
UCLA	**#2**
UC San Diego	**#3**
UC Santa Barbara	**#4**
UC Berkeley	**#5**

CALIFORNIA INDEPENDENT COLLEGES AND OUT OF STATE TRANSFER

Visit www.aiccu.edu

California's independent colleges and universities represent an established tradition of higher education in California. The first institutions opened their doors in 1851. Each of the 86 colleges and universities have their own unique character and strengths.

86 Campuses – over 200 locations

- Two- and Four-Year Specialized Schools in the Arts and Sciences
- Traditional Liberal Arts Colleges
- Small Comprehensive Universities
- Major Research Universities
- Free-Standing Graduate and Professional Schools
- Campuses for Working Adults

There are 86 regionally accredited, non-profit independent colleges and universities affiliated with the Association of Independent California Colleges and Universities (AICCU) providing a host of options at the undergraduate, graduate, and professional levels. Independent colleges are often flexible in admissions policies and in awarding previous college credit. They invite interested students to make an appointment with their Office of Admissions in order to discuss transfer opportunities on a personal basis.

Out-of-State College Partners

Interested in exploring other places and completing your degree outside of California? Some out-of-state colleges such as Arizona State University (ASU) and Western Oregon University offer guaranteed transfer admission to Saddleback College students through partnership agreements. For information about Transfer Center partnerships with California Independent and Out-of-State Colleges, visit **www.saddleback.edu/student-support/transfer-center.**

There are several out-of-state Historically Black Colleges and Universities interested in California Community College transfer students. You can receive guaranteed admission with an Associate Degree for Transfer or 30 transferable units and at least a 2.0 GPA through the HBCU Transfer Guarantee Project. Visit **icangotocollege.com/hbcu-transfer-opportunities** for more information.

You may also qualify for reduced tuition at an out-of-state campus in the Western region through the Western Undergraduate Exchange (WUE). For more information about WUE, visit **wiche.edu/wue**.

LINKS AND RESOURCES

Western Undergraduate Exchange
(Reduced Tuition Program):
www.wiche.edu/tuition-savings/wue/

College Navigator –
Explore Colleges and Majors in the U.S.:
www.nces.ed.gov/collegenavigator

Historically Black Colleges and Universities exist-in both northern and southern states and the Caribbean.
www.thehundred-seven.org/matchme.php



CALCULATING YOUR GRADE POINT AVERAGE

Your GPA is often very important since it may influence your admission to a college or university, chances for a particular job, eligibility to obtain an Associate Degree, or your eligibility for financial aid.

How to Figure Your Grade Point Average

The most common grading system is the 4.0 grade point system. This is the system Saddleback College uses. Following is the value chart to help determine your GPA:

Grade Point Value Per Unit

A = 4 grade points
B = 3 grade points
C = 2 grade points
D = 1 grade point
F = 0 grade points

The following grades are not part of the GPA computation:

P =	Pass:	Zero grade points, no units attempted, but counts for units completed
NP =	No Pass:	Zero grade points, no units attempted, no units completed
W =	Withdrawal:	Zero grade points, no units attempted, no units completed
EW =	Excused Withdrawal:	Zero grade points, no units attempted, no units completed
I =	Incomplete:	Zero grade points, no units attempted
IP =	In Progress:	Zero grade points, no units attempted
R =	Repeated Course:	Zero grade points, credit and grade may replace previously recorded course.
FW =	Failing Withdrawal:	Zero grade points.

Computing the GPA – the Steps

1. Multiply the grade points by the number of semester units per course. (For example: For a 3-unit class, an "A" grade earns 4 grade points per unit: 4 grade points x 3 semester units = 12 grade points.)
2. Add to find the total number of units attempted for the semester.
3. Add to find the total number of grade points earned.
4. Use the following formula to determine your GPA: GPA = (Total Earned Grade Points) ÷ (Total Units Attempted)

AN EXAMPLE: FALL SEMESTER

Course (GP)	Units Attempted (UA)	Grade	Units Completed (UC)	Grade Points
English 1A	4	A	4	16.0
Psychology 1	3	C	3	6.0
Biology 4	5	B	5	15.0
Counseling 40		P	3	0.0
Math 10	3	D	3	3.0
Totals:	**15**		**18**	**40.0**

GPA for the semester: 40 ÷ 15 = 2.66

Final Exams

The "Final Exam Schedule" is available online. The link can be found at **www.saddleback.edu/learning-saddleback/classes/class-schedule**

During summer session final exams are given during the last week of scheduled classes.

GLOSSARY OF COLLEGE TERMS

Ability To Benefit Test (ATB)
A Department of Education approved test for students who do not have a high school diploma or equivalent.

Academic Notice
A student is placed on academic notice for two reasons:

1. Falling below a 2.0 (“C”) grade point average.
2. Failing to successfully complete half or more of the units originally enrolled.

Advanced Placement (AP)
A College Board examination program through which students who score 3 or higher may be awarded college credit. Official copies ordered from College Board must be on file and one semester must be completed at Saddleback College to receive AP credit. See the Saddleback College catalog for details.

Advisement
A workshop or online presentation that helps students determine their educational goal, plan a first semester schedule, and prepare a “First Semester Educational Plan.”

Articulation Agreement
A written agreement that lists courses at one college which are equivalent to courses at another college.

Associate Degree
A degree granted by community colleges upon completion of 60 units of college work, including general education, major requirements, and electives.

Cal-GETC
A general education plan which community college students can use to fulfill lower-division general education requirements for either the UC or CSU system (available to students enrolled Fall 2025).

Catalog
A book published by a college describing policies, graduation requirements and course information. The Saddleback College catalog is available online at **www.saddleback.edu/learning-saddleback/classes/college-catalog**

Certificate
An occupational certificate is granted upon completion of a prescribed list of courses in a field leading to employment, usually about 18-30 units.

Certification
The process a community college uses to verify to a California State University or a University of California campus that a transfer student has completed the lower-division general education requirements for a bachelor's degree. Saddleback will certify completion of either IGETC or the CSU General Education patterns and award a Certificate of Completion in General Education.

Corequisite
Concurrent (simultaneous) enrollment in a companion course is required.

FERPA
The Family Educational Rights and Privacy Act of 1994 (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

Full-time Student
A student taking 12 or more units in one semester.

General Education
A pattern of coursework covering communication skills, natural sciences, social sciences, arts, humanities, and mathematics that all colleges require to qualify for a degree. The pattern will vary from college to college.

Grade Point Average (GPA)
A measure of academic achievement obtained by dividing a student’s total grade points by the number of units attempted. See page 33 for calculating GPA.

Guaranteed Transfer
A special agreement between a community college student and a participating four-year college that either guarantees transfer admission or gives priority to a transfer application.

IGETC
A general education plan which community college students can use to fulfill lower-division general education requirements for either the UC or CSU system (available to students enrolled prior to Summer 2025).

Lower-Division Courses
Courses at the freshman or sophomore level of college. Community colleges offer lower-division courses.

Major
A planned series of courses in one particular field designed to develop special skills or expertise.

Orientation
A presentation designed to explain college policies, programs, and services.

Pre-Registration Checklist
The Pre-Registration Checklist is a process designed to assist students in achieving their educational goals at Saddleback College. The Pre-Registration Checklist begins with four critical steps: Orientation, Math and English Placement, Advisement, and a First Semester Educational Plan.

Prerequisite
A course or other requirement that must be met before enrolling in a particular course.

Recommended Preparation
A condition of enrollment that a student is advised, but not required to meet before enrolling in a particular course.

Residency
To be classified as a legal resident of California for tuition purposes, a student must meet certain requirements, including living in the state for at least one year. The Admissions and Records Office verifies residency.

Semester
One half of the academic year, usually 16-18 weeks long.

Transcript
An official record of your work at a college. Saddleback College transcripts can be ordered online or in person.

Transfer Courses
Courses from a college or university which are accepted by other colleges and universities towards a certificate or degree. Check the catalog to be sure a course transfers to the appropriate college.

Unit
A college unit (or credit) usually means one hour of lecture per week for a semester. Many Saddleback College courses are three units, meaning that they meet for three hours of lecture per week. An Associate Degree requires 60 units.

STUDENT ATHLETES AT SADDLEBACK COLLEGE

How do you get started?

- Fill out Recruit Form on **www.saddlebackbobcats.com**
- Visit the Athletic Counseling homepage at: **www.saddleback.edu/student-support/counseling-services** to learn how to apply to Saddleback College, complete the Pre-Registration Checklist and more.
- Apply to Saddleback College and complete Orientation, Math and English Placement, Advisement, and a First Semester Educational Plan.
- Meet with your respective coach. Contact information can be found on our college athletics website at **www.saddlebackbobcats.com**
- Make an appointment with an Athletic Counselor to review eligibility policy, establish a Student Educational Plan, and discuss your academic, personal, and career goals.
- It is crucial to select a major as soon as possible. If you are having trouble with this step, some great courses to assist you in this process are Counseling 40, 60, and 1.

Eligibility Basics:

During Intercollegiate competition at Saddleback College a student-athlete must:

In order to be eligible for intercollegiate competition, a student-athlete must be continuously and actively enrolled and attending class in a minimum of 12 units at his/her California Community College during the season of sport. Students dropping below 12 units are not eligible for competition until they are once again actively enrolled and attending class in at least 12 units.

A. If the season of sport spans two semesters, a student-athlete who did not re-establish eligibility or who dropped below 12 units at the end of the first semester cannot become eligible until the second semester has begun and the student is actively enrolled in 12 units.

B. Of the 12 units, at least 9 shall be attempted in courses counting toward remediation, career technical education/ certificate courses, associate degree requirements, transfer/ general education, and/ or lower division theoretical major preparation courses as defined by the college catalog and be consistent with the student-athlete's educational plan.

C. Mini-course units shall be counted if the student is enrolled attending classes or has completed the mini course during the semester of the season of sport. Mini course units in which the student expects to enroll and attend shall not be counted for purposes of athletic eligibility.

D. Units from a course repeated to raise a grade of "D" or better may be used to satisfy bylaw 1.3.1.

E. A student must be registered, enrolled, and attending class no later than four weeks after the first day of class instruction in order to represent that California Community College in athletic competition during that season.

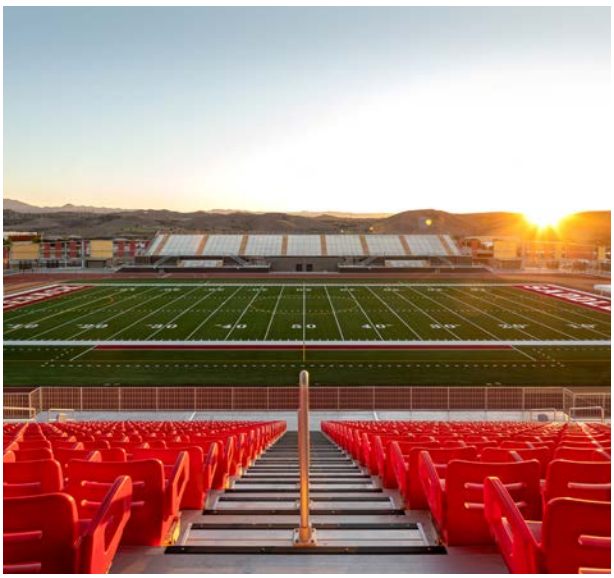
F. For eligibility purposes, multi-college district students may count units from any of the colleges within that district.

- Remember, meeting these standards is the bare minimum and will likely not lead to gaining eligibility to transfer and compete at the "next level." **Please see an Athletic Counselor for specific questions and advisement – (949) 582-4572.**

In order to gain eligibility to earn an athletic scholarship and compete at the four-year level:

- There are wide differences in the eligibility policy of NCAA Division I, Division II, Division III, and NAIA institutions. You should discuss your goals with your athletic counselor to fully understand your eligibility obligations.
- You must first be defined by the NCAA Eligibility Center as a Qualifier or a Non-Qualifier and as an amateur or professional.
- Then set an appointment at (949) 582-4572 and come in to see your Athletic Counselor with:
  - > A list of possible transfer institutions
  - > Your information from the NCAA Eligibility Center
  - > A list of possible careers that you may be interested in pursuing
  - > All transcripts of previous coursework including high school and college
  - > All questions that you have about your journey ahead
  - > Above all, check with your Athletic Counselor before making any changes to your academic status such as dropping or adding courses.

Remember that competing in intercollegiate athletics is a privilege, not a right. Not only must you earn the privilege, but you must be proud to have made it into the Cardinal and Gold!



ASSOCIATED STUDENTS

A Letter from the ASG President



Hello Saddleback College,

My name is Noah Aguilar, and I'm beyond excited and deeply honored to continue serving as your Associated Student Government President for the 2026-2027 school year. Saddleback College is truly an amazing place and somewhere that's welcoming to everyone. Whether you're a returning student or joining us for the first time, we are absolutely thrilled to have you here.

Our goal in ASG is to create a campus environment that's fun, inclusive, and meaningful for all students, regardless of their backgrounds and experiences. We are here to advocate for your needs and work toward making your time at Saddleback something you can cherish for the rest of your life.

We encourage you to take full advantage of everything this campus has to offer. Join a club, attend events, get involved in student life, or even come cheer on our athletic teams. If you ever have questions, ideas, or just want to chat, don't hesitate to reach out.

ASG is here for you and I'm always just an email away.

All the best,

Noah Aguilar, Associated Student Government President, Saddleback College, https://www.saddleback.edu/life-saddleback/student-clubs-organizations/associated-student-government-asg

Associated Students Information

All persons enrolled at Saddleback College are automatically members of the Associated Students of Saddleback College (ASSC).

The ASSC's governing board is called the Associated Student Government (ASG). Participation in the ASG offers students a unique opportunity to explore and develop leadership potential while providing services and a comprehensive activities and programs for Saddleback students. Additionally, Student Government members represent the ASSC on various district and college governance committees to provide student input into the decision-making process.

The ASG President, Vice President and Board Members are elected by a vote of the general student body during the Spring semester preceding the new school year.

ASG organizes a variety of programs and events to enhance student life, including hosting guest speakers, entertainment, and educational forums related to student, college, and/or community-related topics. Included among typical programs and activities are Blood Drives, Multi-Cultural Experiences, housing and food insecurities awareness, club rushes, and many other educational, entertaining, and/or social activities.

The Associated Student Government's various committees hold regularly scheduled meetings throughout Fall and Spring semesters.

Associated Student Government Student Activities Fee "ASB Stamp"

Sales of the ASB stamps form part of the ASG budget. The Associated Student Body (ASB) stamp can be purchased for the Fall, Spring and Summer during registration. Benefits of the "ASB Stamp" include:

- 10% discount at the cafeteria and Peaks
- Access to red chairs, ping pong tables, and more in the quad for socializing and studying
- Savings from local businesses including free admission to select Saddleback Athletics and Fine Arts Events
- Discounts for movie and theme park tickets
- Access to various scholarships funded by the ASB Stamp
- Access to a Free OCTA Bus Pass

ASG funds also provide financial assistance for campus activities such as speaker series, student competitions, conferences, master class workshops and the commencement ceremony. 20% of each stamp sale goes to scholarships.

All students who wish to receive ASG travel funds must purchase an ASB stamp at the beginning of each semester.

Contact ASG directly to learn more.

Call (949) 582-4616.

Please contact (949) 582-4616 or further information, visit us on the Web at: www.saddleback.edu/life-saddleback/student-development

STUDENT CLUBS AND ORGANIZATIONS

How to Charter a Club and an Organization

Any three (3) interested students and a faculty or full-time staff advisor may charter an interest club or organizationon campus. The process is overseen by the Student Development Office (CC 211), scstudentdevelopment@saddleback.edu or (949) 582-4616. Visit **www.saddleback.edu/life-saddleback/student-development** for more information.

Clubs

The following are some of the clubs and organizations that have been chartered by the Associated Student Government in past years. Clubs and organizations change from year to year. To learn more about what clubs and organizations are currently chartered or to start a new club and organization, visit our website at **www.saddleback.edu/life-saddleback**. You can also contact the Student Development Office (CC 211) via email at scstudentdevelopment@saddleback.edu or by phone at (949) 582-4616.

ACCOUNTING SOCIETY (FACULTY-SPONSORED)

ACTIVE MINDS Club

ADVANCED MANUFACTURING Club

ALPHA GAMMA SIGMA (AGS) Club (FACULTY-SPONSORED)

AMERICAN ASSOCIATION OF UNIVERSITY WOMEN (AAUW)

ARCHITECTURE Club

ART VAULT

ASIAN-AMERICAN Club

ASTRONOMY & PHYSICS Club

BOOK Club

BUDDHIST FOR PEACE Club

CHINESE STUDENTS AND SCHOLARS ASSOCIATION

CHRISTIAN STUDENTS AT SADDLEBACK

COMPOSER'S Club

CREATIVE WRITING Club

DRESSING SCHOLARS FOR THE FUTURE

ENVIRONMENTAL AWARENESS

ETHNIC STUDIES COLLECTIVE

FASHION Club

FILM FORWARD Club

FINANCIAL LITERACY Club

FOSTER STUDENT Club

GAME DESIGN Club

IMMIGRANT STUDENT ALLIANCE Club

IMPROV Club

INTERIOR DESIGN Club (SCID)

INVESTING Club

IRANIAN-AMERICAN SOCIETY

LATINX VOICES

LATTER-DAY SAINTS STUDENT ASSOCIATION (LDSSA)

LOFI (LADIES OF FILM AND MEDIA INDUSTRY) Club

MUSLIM STUDENT ASSOCIATION (MSA) Club

NATIONAL SOCIETY OF LEADERSHIP & SUCCESS (NSLS) (FACULTY-SPONSORED)

NEURODIVERSITY UNION Club

NUTRITION Club

PICKLEBALL Club

PRE HEALTH SOCIETY

PRE LAW SOCIETY

PHI THETA KAPPA HONOR (PTK) SOCIETY (FACULTY-SPONSORED)

PROP & COSTUME Club

PSYCHOLOGY/ PSI BETA

PUENTE Club

RAINBOW COLLECTIVE Club

ROTARACT Club

SADDLEBACK VETERANS Club (FACULTY SPONSORED)

SATURDAY SPORTS Club

SCREENWRITING Club

SKI & SNOWBOARDING Club

SUPERFRIENDS Club (FACULTY SPONSORED)

SURFRIDER FOUNDATION

THE LAST PING PONG Club

YOUNG DEMOCRATS CLUB (YDC)

FINANCIAL AID OFFICE

The Financial Aid Office is in the Gateway Building, (GW 111).

Saddleback College administers a comprehensive student financial aid program to assist students in meeting college costs. Financial Aid is intended to help students who might not otherwise be able to attend college. The Financial Aid Office recognizes that many families have limited resources and financial aid may be available to assist students with financial need reduce the cost of their education.

The application process for financial aid begins with the completion of the Free Application for Federal Student Aid (FAFSA) which is usually available on October 1 for the following fall semester (apply online at **studentaid.gov**). If you are an undocumented student, please submit the California Dream Act Application (CADAA), which is also available October 1 for the following fall semester (apply online at **dream.csac.ca.gov**). Please note that students completing the CADAA are not eligible for Federal Student Aid, but are eligible for all State programs.

In addition to having financial need students must meet the following conditions:

- Must be enrolled in an eligible program of study leading to completion of an AA/AS degree, transfer requirements or eligible certificate program
- Maintain satisfactory academic progress;
- Be eligible to complete either the FAFSA or CADAA
- Not be in default on any student loan or owe a refund on any grant made under any Title IV program
- Have a high school diploma, GED, or equivalent*

Students without a High School diploma or GED who passed the Ability to Benefit test or completed 6 college credits towards a degree or a certificate prior to July 1, 2012 are still eligible to continue receiving aid in future years through Ability to Benefit.

The amount of financial aid awarded varies from student to student, depending on the individual's need and resources. Student budgets include educational expenses, such as tuition, fees, books, supplies, housing, food, transportation, and personal expenses.

Financial aid recipients must meet Satisfactory Academic Progress Standards to maintain eligibility.

Federal Pell Grants

This grant is a federally funded program designed to be the foundation of financial aid for undergraduates who demonstrate need. The amount of the PELL Grant is based on the cost of attendance, minus the expected Student Aid Index (SAI) and the student's enrollment status at the time of payment. Award amounts vary according to eligibility and enrollment. Please check with the Financial Aid Office or visit the website for PELL award amounts. PELL Grants are limited to 12 semesters.

Federal Supplemental Educational Opportunity Grants (FSEOG *)

This federally funded grant is available to Pell Grant eligible students who demonstrate exceptional financial need.

The Federal Work Study Program (FWS*)

This federally funded program provides employment opportunities to students with financial need. Students awarded FWS receive an allocation of funds earned through part-time jobs on campus. Students are employed a maximum of 15 hours per week while school is in session.

*FSEOG and FWS funds are limited and submitting an early application is strongly advised.

The Federal Direct Loan Program provides loans to students to be used for educational expenses.

Freshman students may borrow up to $3,500 per year and sophomores (those who have completed 30 units) may borrow up to $4,500 per year in subsidized loans. Based on remaining need, additional unsubsidized loans are also available.

California State Programs

California College Promise Grant (CCPG) – (formerly known as the BOG Fee Waiver)

A State program for California residents to waive the enrollment fees at community colleges. There are several ways to qualify for a CCPG:

The student demonstrates financial need according to federal methodology based on completion of the Free Application for Federal Student Aid (FAFSA) or California Dream Act Application (CADAA);

OR

The student or the student's family, is receiving CalWORKs, formerly TANF/AFDC, or Supplemental

Security Income (SSI), or General Assistance/General Relief;

OR

The student meets specific income criteria based on family size as set by the State of California.

OR

The student meets one of the other qualifying factors determined by the State and provides the appropriate eligibility letter to receive a waiver.

Students with 2 consecutive terms of less-than a 2.0 GPA and/or cumulative course completion of 50% or less may lose their enrollment priority, and their CCPG.



Cal Grants

Cal Grant Programs are available to California Residents who qualify. United States citizens, permanent residents or eligible non-citizens may apply for Cal Grant, via the Federal Application for Student Aid (FAFSA). AB-540 students may apply via the California Dream Act Application (CADAA). The deadline to apply is March 2nd each year for all California students.

If you miss the March 2nd deadline AND you plan to attend a community college in the fall, you have until September 2nd.

Be aware there is also a GPA submission requirement. The college electronically transmits GPA verifications for certain students. For detailed information go to **www.csac.ca.gov**. Students must be actively enrolled in at least 6 units to receive Cal Grant Benefits.

Currently there are three kinds of Cal Grants – A, B and C – but you don't have to figure out which one to apply for. Your eligibility will be based on your FAFSA or CADAA, your verified Cal Grant GPA, the types of colleges you list on your financial aid application and whether you are a recent high school graduate.

Some of the different types of awards include:

- Cal Grant Community College Entitlement Award
- Cal Grant High School Entitlement Award
- Cal Grant Transfer Entitlement Awards

Please visit **www.csac.ca.gov/cal-grants** for detailed information about the Cal Grant Program and eligibility requirements.

For a complete list of State of California Financial Aid programs, please visit: **www.saddleback.edu/apply-pay/financial-aid**.

Chafee Grant program is available to former foster youth. Awards are $5,000 per year. Apply using the FAFSA or CADAA and the separate Chafee Grant application. For more information please visit **chafee.csac.ca.gov.**

Dream Act/AB540 Eligibility

Effective January 1, 2013 AB540 students are eligible to apply for California Financial Aid. For students who are not U.S. Citizens or Eligible Non-Citizens you may qualify for a CCPG, state grants and scholarships under AB540 requirements. AB540 students will need to complete the CA Dream Act Application (CADAA) to determine CCPG and/or Cal Grant eligibility. Additionally AB540 students need to have a confirmed AB540 status through the Admissions and Records Office. Please visit the office for additional information regarding eligibility requirements. You may also go to **www.saddleback.edu/apply-pay/financial-aid** for more information.

Scholarships

In addition, the college administers a variety of scholarship programs. Information about the College Scholarship Program can be obtained visiting **www.saddleback.edu/apply-pay/financial-aid/types-financial-aid/scholarship-information.**

Important Financial Aid Information

The first Friday in July – The first priority deadline for financial aid at Saddleback College. Turn in all required financial aid documentation by this date to be sure to receive your financial aid at the beginning of the fall semester. This is required for all eligible students to receive their financial aid Pell awards by the first week of the fall semester. For more information about the financial aid programs at Saddleback College and our office hours, visit our website at: **www.saddleback.edu/apply-pay/financial-aid**. For further information and for help with the financial aid application process, come into the Financial Aid office (GW 111).

For Financial Aid Students

Students are encouraged to select a disbursement method to prevent delays in receiving your financial aid.

Please visit **www.saddleback.edu/apply-pay/financial-aid/disbursement-information** for more information on disbursement dates and selecting a disbursement method.

Complete your Financial Aid Application by March 2nd each year!

Students can earn thousands of dollars in grants. Contact the Student Financial Assistance and Scholarship Office for more information.



COLLEGE GRADING POLICIES AFFECTING ALL STUDENTS

Grading Policy

In section 55023 of the California Administrative Code (Title V), the State Legislature mandated a grading policy for all California Community Colleges. In compliance with this mandate, the South Orange County Community College District Board of Trustees approved Board Policy 5300, titled Grading Policy (see the Saddleback College Catalog for details).

ACADEMIC RECORD SYMBOLS AND GRADE POINT AVERAGE

Evaluative Symbol	Grade Point Value
A	4
B	3
C	2
D	1
F	0

P – Pass (at least satisfactory: units awarded not counted in GPA)

NP – No Pass (less than satisfactory or failing: units not counted in GPA)

I – Incomplete

W – Withdrawal from class.

MW – Military Withdrawal: Members of an active or reserve military service and receive orders compelling a withdrawal from courses.

EW – Excused Withdrawal: May be permitted when specific events beyond the control of the student affected the student's ability to complete a course(s).

FW – Failing Withdrawal

SP – Satisfactory Progress (non–credit courses only): Satisfactory progress in a non-credit course, but has not completed sufficient course work to be graded or demonstrated sufficient competency to be awarded a grade.

UG – Ungraded (non–credit courses only): Enrolled in an ungraded non–credit course.

IP – The "IP" symbol is used to denote that the class extends beyond the normal end of an academic term. It indicates that work is "in progress," and that assignment of a substantive grade must await its completion.

Pass/No Pass (P/NP)

Students have the option to be evaluated on a Pass/No Pass grading basis except in courses not approved for such grading. These courses are designated in the College Catalog. Students must declare the Pass/No Pass option prior to last day of the class. Once chosen, this option may not be reversed after the deadline to choose the P/NP option. Students may choose the Pass/No Pass option online through the MySite web portal. Nursing courses may not be taken for Pass/No Pass grade, unless no other grading option is available.

Courses in which there is a single satisfactory standard of performance may be evaluated only on a Pass/No Pass grading basis. Such courses will be so designated in the College Catalog.

A Pass "P" grade is defined as satisfactory ("C" or better) and units are awarded. However, no grade points are assigned and the grade is not used to compute the grade point average.

A No Pass "NP" grade is defined as less than satisfactory ("D" or "F") and no units are earned nor is the grade used to compute the grade point average.

NOTE: In lieu of the traditional letter grade, the "P/NP" option is offered so that students may explore subject areas of interest outside of their assumed competence or known abilities without being over-concerned with a grade or jeopardizing their grade point average.

Before you decide to take a course Pass/No Pass, we suggest you discuss the implications with a counselor. Four-year universities vary widely in their policies regarding acceptances of P/NP grades.

Course Repetition

State regulations govern the number of times a student may repeat a course within a community college district. Regulations are subject to change.

Repetition to Alleviate Previously Earned Substandard Grade.

1. To alleviate a substandard grade in calculating the GPA from a non-repeatable course, the student should re-enroll in the same course at Saddleback College or take an equivalent course at Irvine Valley College. The student must ensure that the IVC course taken is deemed equivalent prior to enrolling in it by consulting with a counselor at Saddleback College. Students are limited to a maximum of three enrollments in a course to complete it with a satisfactory grade.
2. Students may submit a Request for Transcript Repeat Notation to the Admissions and Records office for any repeated course not automatically annotated or to reverse automated repetition not desired. The form is available to download from the Admissions and Records website at **www.saddleback.edu/apply-pay/admissions-records/forms-and-petitions.**

   The previously recorded course and grade will remain on the student's transcript and the transcript will show which course was excluded for purposes of grade point calculation. Only the most recent course grade earned will be used in calculating the student's grade point average. **A maximum of the first two previous grades per course may be disregarded in computing the student's grade point average.** All previous work will remain on the student's transcript to ensure a true and complete academic history.

Repetition for Courses with a Passing Grade

Students receiving a passing grade (A, B, C, P, or CR) in a course designated as "non-repeatable" may not re-enroll in a course except in limited circumstances. Exceptions are considered only by petition. Consult the Office of Admissions and Records in GW 130 or online at **www.saddleback.edu/apply-pay/admissions-records** for information about the petition process. Please refer to the college catalog for additional information.

Academic or Progress Notice

Academic Notice

A student who has attempted at least 12 semester units within the District is placed on academic notice when the earned grade point average in all units attempted is less than 2.0.

Progress Notice

A student who has enrolled in at least 12 semester units within the District is placed on progress notice when the percentage of units in which they have enrolled in and received entries of "W," "I" and "NP" reaches or exceeds 50 percent.

It is the responsibility of a student who has been placed on academic or progress notice to confer with a counselor regarding their status and/or to use services provided by the college including basic skills courses, tutoring services and faculty conferences. The college reserves the right to require special counseling and regulation of the student's program on the basis of their achievement.

Removal From Academic or Progress Notice

Academic Notice

A student on academic notice for a grade-point deficiency shall be removed from notice when the student's cumulative grade point average is 2.0 or higher.

Progress Notice

Students on progress notice because of an excess of units of which entries of "W," "I" and "NP" are recorded shall be removed from notice when the percentage of units in this category drops below 50 percent.

Academic or Progress Pause

A student who is on academic notice shall be subject to academic pause if the student earned a cumulative grade point average of less than 2.0 in all District units attempted in each of three consecutive semesters.

A student who has been placed on progress notice shall be subject to progress pause if the percentage of District units in which the student has been enrolled for which entries of "W", "I", and "NP" are recorded in at least three consecutive semesters reaches or exceeds fifty percent (50%).

A student may appeal academic or progress pause by following the petition procedure provided by the Admissions and Records office.

A student on academic notice who earns a grade point average of 2.0 or higher for the semester, but whose cumulative grade point average still results in academic notice, shall have their notice extended an additional semester.

A student on progress notice who completes more than 50% of all units attempted for the semester, but whose cumulative records still result in progress notice, shall have their progress notice extended an additional semester.

Students on academic or progress pause shall remain eligible to access support services and to enroll in noncredit courses.

Academic or Progress Restart

Students who have been paused from Saddleback College may apply for academic or progress restart after one semester of non-attendance by following the petition procedure in the Admissions and Records Office. Students who are restarted and fail to maintain a grade point average of 2.0 or higher during the semester following restart shall be subject to academic or progress pause.

Academic Renewal

Under certain circumstances, students may elect to have previously completed courses disregarded in the computation of their cumulative grade point average (GPA). This process is known as academic renewal, defined in accordance with Title 5, California Code of Regulations, Section 55046.

Students must complete the following requirements:

1. A petition must be filed in the Office of Admissions and Records. The Registrar or Dean of Enrollment Services is the designated authority for approval of academic renewal.
2. Accompanying the petition must be evidence that the previous substandard work does not reflect the student's current performance or capabilities.
3. No more than thirty (30) semester units of previous substandard work ("D," "F," "FW"or "NP") may be disregarded from the computation of the cumulative GPA.
4. Two terms must have elapsed since the work to be alleviated was completed.
5. The student must have completed 18 units with a 2.00 GPA, 15 units with a 2.25 GPA or 12 units with a 2.5 GPA or higher in sessions subsequent to the substandard work.
6. Work from other accredited colleges will be considered for calculating their GPA. An official transcript must be on file with the Office of Admissions and Records prior to submitting a petition.
7. When coursework is disregarded in the computation of the cumulative GPA, the student's academic record will be annotated; all coursework remains on record, ensuring a true and complete academic history. Academic renewal actions are irreversible.

Academic renewal by the South Orange County Community College District does not guarantee that other institutions will approve such action. This determination will be made by the respective transfer institutions.

Academic renewal procedures may not conflict with the District's obligation to retain and destroy records or with the instructor's ability to determine a student's final grade.

STUDENT RIGHTS AND RESPONSIBILITIES

Rules and Regulations for Student Behavior

(Reference Board Policy 5500)

Saddleback College students are responsible for regulating their own conduct and for respecting the rights and privileges of others in accordance with the Code of Conduct set by the District Board of Trustees (Administrative Regulation 5500). Saddleback students are expected to conduct themselves in a manner compatible with the function of the college as an educational institution and respect and obey all civil and criminal laws. Failure to show respect for the standards as set forth by Saddleback College is cause for disciplinary action.

Standard of Student Conduct

In compliance with California Education Code Section 66300 and in keeping with the above, the following regulations have been established.

Students may be disciplined for one or more of the following causes related to college activity or attendance while on campus, at satellite locations, and online:

A. Disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open defiance of the authority of, District personnel.

B. Assault, battery, or any threat of force or violence upon a student, District or personnel, or an authorized visitor.

C. Willful misconduct resulting in injury or death to a student or District personnel or an authorized visitor, or willful misconduct resulting in damage, defacing, theft, or other injury to any real or personal property owned by the District, or District personnel, or students in attendance at the colleges or programs of the District.

D. Unsafe behavior in a clinical or lab setting that poses a threat to self or others.

E. The unlawful use, sale, or possession on District property or presence on District property while under the influence of any controlled substance or any poison classified as such by state or federal law.

F. Smoking in an area where smoking has been prohibited by law or by policy of the Board or administrative regulation.

G. Disorderly, lewd, indecent, or obscene conduct on District property or at district-sponsored functions.

H. Sexual assault (as defined in Board Policy 3540) on any student or employee of the District, on campus or off campus grounds or facilities maintained by the District.

I. The possession or use of any firearms, explosives, dangerous chemicals, deadly weapons, or other potentially harmful implements or substances while on District property or at a District-sponsored function without the prior authorization of the disciplinary officer.

J. The obstruction or disruption, on or off campus, of any educational or administrative process or function of the District.

K. Physical abuse, on or off campus property, of the person or property of any member of the campus community or of members of his or her family or the threat of such physical abuse when related to a District program or activity.

L. Misrepresentation of oneself or of an organization as an agent of the District.

M. Soliciting or assisting another to do any act which would subject a student to discipline.

N. Use, possession, or distribution of alcoholic beverages and/or illegal narcotics/drugs on District premises, or at District-sponsored events, or appearance on district property or at District sponsored events while under the influence of alcohol or illegal narcotics/drugs unless otherwise provided by law and District policy.

O. Unauthorized recording, dissemination, and publication of academic presentations or materials. This prohibition applies to a recording made in any medium.

P. Actions of force or threat of force to injure, intimidate, oppress or threaten because of the other person's race or ethnicity, color, religion, ancestry, national origin, disability, gender, gender identity, gender expression, sexual orientation, or any other status protected by law, or because of the perception that the other person has one or more of these characteristics.

Q. Academic dishonesty, including, but not limited to, falsification, plagiarism, cheating or fabrication which compromises the integrity of an assignment, a college record or a program.

   a. Falsification involves any conduct in academic work, records or programs that is intended to deceive, including, but not limited to, the following acts:

      1. forging signatures on official documents such as admissions cards and financial aid applications.
      2. changing or attempting to change official academic records without proper sanction.
      3. misrepresenting or falsifying successful completion prerequisites.
      4. providing false information, such as immigration materials, during the admission or matriculation process.
      5. falsifying one's identification or falsely using another's identification.
      6. logging in or otherwise gaining access to a computer, computer network or protected web-site using the password or identity of another.
      7. citation of data or information not actually in the source indicated.
      8. including in a reference list of works cited a text or other information source which was not used in constructing the essay, paper or other academic exercise.

9. submission in a paper, lab report or other academic exercise of falsified, invented, or fictitious data or evidence, or deliberate and knowing concealment or distortion of the true nature, origin, or function of such data or evidence.
10. submitting as the student's own work any academic exercises (e.g., written work, printing, sculpture, etc.) prepared totally or in part by another.
11. taking a test for someone else or permitting someone else to take a test for a student.

b. Plagiarism is any conduct in academic work or programs involving misrepresentation of someone else's words, ideas or data as one's original work, including, but not limited to, the following:
   1. intentionally representing as one's own work the work, words, ideas or arrangement of ideas, research, formulae, diagrams, statistics, or evidence of another.
   2. taking sole credit for ideas and/or written work that resulted from a collaboration with others.
   3. paraphrasing or quoting material without citing the source.
   4. submitting as one's own a copy of or the actual work of another person, either in part or in entirety, without appropriate citation (e.g., term-paper mill or Internet-derived products).
   5. sharing computer files and programs or written papers and then submitting individual copies of the results as one's own individual work.
   6. submitting substantially the same material in more than one course without prior authorization from each instructor involved.
   7. modifying another's work and representing it as one's own work.

c. Cheating is the use of any unauthorized materials or information in academic work, records or programs, the intentional failure to follow express directives in academic work, records or programs, and/or assisting others to do the same including, but not limited to, the following:
   1. knowingly procuring, providing, or accepting unauthorized examination materials or study aids.
   2. completing, in part or in total, any examination or assignment for another person.
   3. knowingly allowing any examination or assignment to be completed, in part or in total, for themself by another (e.g., take-home exams or on-line assignments which have been completed by someone other than the student).
   4. copying from another student's test, paper, lab report or other academic assignment.
   5. copying another student's test answers.
   6. copying, or allowing another student to copy, a computer file that contains another student's assignment, homework lab reports, or computer programs and submitting it, in part or in its entirety, as one's own.
   7. using unauthorized sources of information such as crib sheets, answers stored in a calculator, or unauthorized electronic devices.
   8. storing answers in electronic devices and allowing other students to use the information without the consent of the instructor.
   9. employing aids excluded by the instructor in undertaking course work.
   10. looking at another student's exam during a test.
   11. using texts or other reference materials (including dictionaries) when not authorized to do so.
   12. knowingly gaining access to unauthorized data.
   13. altering graded class assignments or examinations and then resubmitting them for regrading or reconsideration without the knowledge and consent of the instructor.

R. Contravention of Copyright Laws.

S. Violation of District Board Policies and Administrative Regulations.

Removal From Class by Instructor

An instructor may remove a student from class for the day of the incident and the next class meeting for any of the causes set forth in the South Orange County Community College District Student Code of Conduct, which includes cheating, plagiarism, class disruption, etc. The instructor shall immediately report the removal to the Dean of Counseling. During the period of suspension, the student shall not return to the class from which he or she was removed without the concurrence of the instructor (Administrative Regulation 5500 (IV) and the California Education Code, Section 76032).



Recommended Range of Sanctions and Disciplinary Actions

In matters of alleged academic dishonesty, the responsibility for initiating disciplinary proceedings rests with the instructor and the instructor's academic division. The Dean of Counseling Services will provide assistance if the student or the instructor so requests, or if such action is deemed necessary by the Dean of Counseling Services and Special Programs. The following disciplinary actions and procedures are not meant to be a comprehensive list, but are guidelines. Students should be notified, verbally or in writing, with regard to unacceptable behavior and potential disciplinary action. The faculty member is advised to file a written report with the Dean of Counseling Services and Special Programs.

For matters requiring mild discipline:

- The student is given a verbal or written warning about unacceptable behavior.
- The student is moved to another seat and warned.
- The student is advised that all future work will be closely monitored.

Stronger Disciplinary Actions

- Assign additional work, or have the student rewrite the assignment, or take another version of the test, paper, etc. This must be completed by the student, or the faculty member may move to a stronger disciplinary action.
- Lower the grade on the assignment or test.
- Give the student a zero or an "F" on that assignment or exam. If there is an option to drop the lowest grade, the option will not apply in this case.
- Request that the Dean of Counseling Services and Special Programs further discipline the student, including suspension and expulsion from the institution.

Grade Grievance Policy

(Reference Board Policy 5505 and accompanying forms.)

By law, the instructor is solely responsible for the grades assigned; no instructor may be directed to change a grade except in certain narrow circumstances authorized by California Education Code, Section 76224 (a).

When grades are given for any course of instruction taught in a community college district, the grade given to each student shall be the grade determined by the instructor of the course, and the determination of the student's grade by the instructor, in the absence of mistake, fraud, bad faith or incompetence, shall be final.

Prior to filing a grade grievance, an attempt must be made by the student to resolve the matter on an informal basis. The student is expected to contact his/her instructor directly to discuss their differences. Most differences will be resolved at this level. This contact should be conducted directly with the instructor whenever possible, with all pertinent issues well defined so they may be discussed as confidentially and objectively as possible.

If the problem cannot be resolved at this level, the following procedures are to be used.

Step 1. Any student who believes he or she has a grade grievance shall file a written, signed Statement of Grievance form stating the basis for the grade grievance with the appropriate dean or designee no later than 45 days after the student knew or should have known of the grade in the course.
The Statement of Grievance must be filed whether or not the student has initiated efforts at informal resolution, if the student wishes the grievance to become official.

Step 2. After the written Statement of Grievance form has been filed, a request for a grievance hearing shall be filed with the appropriate dean or designee on a Request for Grievance Hearing form within 30 days after filing the Statement of Grievance. Within 20 days following receipt of the Request for Grievance hearing the student will be notified in writing of the status of the request for a hearing. If a hearing is to occur, all parties will be notified of the date, time and location of the grievance hearing 10 days prior to the grievance hearing. The decision of the Grievance Hearing Panel shall be final.

Step 3. In the event of an appeal to the Grievance Hearing Panel decision, the College President's decision shall be in writing and shall be final.

The protocol for grade grievance is very specific.
For the complete criteria and procedure to file a grievance, forms and appeal process, refer to the College website; Administration: Office of Instruction or Office of the Vice President for Student Services.

Gender Equity Grievance Procedure

Saddleback College does not discriminate on the basis of handicap, sex, race, color, or national or ethnic origin in administration of (1) educational policies, (2) personnel practices, and (3) college programs. The college, by law, cannot engage in any such discriminatory activity. Complaint procedures exist for students, employees and job applicants. Information can be obtained from the Office of Human Resources for job applicants and employees. The Office of Student Services maintains complaint procedure information for students. Any question regarding discrimination and sexual harassment may be directed to the Director of Human Resources.

Any questions regarding the access of handicapped persons to programs and services should be directed to the 504/ADA Coordinator:
(referring to the Americans with Disabilities Act).
Dr. Jennifer LaBounty jlabounty@saddleback.edu
Saddleback College, 28000 Marguerite Parkway, Mission Viejo, CA 92692 • (949) 582-4566.

Section 504/Americans with Disabilities Act Complaint/ Grievance Procedure

Students with disabilities have the same legal entitlement as any other student. The Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973 prohibit discrimination on the basis of disability in any program or activity offered by Saddleback College. It is the policy of Saddleback College to offer programs and activities which are accessible to students with disabilities. Any individual who believes he/she has been subjected to discrimination on the basis of a disability may file a written complaint in the office of Student Services: Dr. Jennifer LaBounty, jlabounty@saddleback.edu, (949) 582-4566 (AGB 126).

Any student with a verified disability who believes they have received an unacceptable response or have been denied an authorized accommodation is encouraged to speak with a DSPS Counselor (GW 161-1, (949) 582-4885) and/ or complete an Academic Adjustment Grievance form. The Academic Adjustment Grievance form and a copy of the procedures for filing a Section 504/ADA Complaint regarding discrimination are available in DSPS or the office of the Dean of Counseling Services and Special Programs. The Vice President of Student Services currently serves as the campus Section 504/ADA Officer (949) 582-4566, Saddleback College, 28000 Marguerite Pkwy, Mission Viejo, CA 92692.

Copies of complete Board Policy Rules and Regulations for Student Behavior are available in the Student Development Office (CC 211) or the Dean of Counseling Services office and Special Programs. (GW 201)

Alcohol and Drug Enforcement Policies and Education

The South Orange County Community College District and California State law prohibit the possession, use, distribution, manufacture or dispensing of illicit drugs and alcohol by students on college property or as part of any college activity. [California Ed. Code, Section 76033 (a) and South Orange County Community College District Board Policy and Administrative Regulation 5500 – Code of Conduct]

The Federal Controlled Substance Act provides penalties of up to 15 years' imprisonment and fines up to $25,000 for distribution or possession with intent to distribute narcotics. For possession of a controlled substance, a person is subject to up to one year of imprisonment and fines up to $5,000. Any person who unlawfully distributes a controlled substance to a person under 21 years of age may be punished by up to twice the term of imprisonment and fine otherwise authorized by law.

Smoke Free District

It is the policy of the South Orange County Community College District to maintain a smoke free/tobacco free environment for all district sites. The use of cigarette and/or all tobacco products is prohibited within any District facility and/or on any property.

This administrative regulation pertains to students, faculty, staff, administrators, visitors, and the general public attending events at any site within the district. Additionally, this policy shall apply to all District facilities or properties, owned or leased, regardless of location; and all state and auxiliary vehicles.

The following guidelines shall apply:

1. Smoking and the use of all tobacco products is prohibited in all District buildings and on all District property.
2. District owned or rented vehicles transporting students and staff for instructional/extra-curricular activities are considered non-smoking areas.
3. As new related medical research and information becomes available, this Administrative Regulation and corresponding Board Policy will be reviewed by the Student Health Centers and the Employee Wellness Program and distributed as appropriate.
4. The Student Health Centers will serve as referral agencies and provide guidance for students and staff as requested.
5. A district committee composed of representatives from the colleges and the district will review the regulations periodically.

Tobacco products include, but are not limited to, the burning of any type of cigar, cigarette or pipe. In addition, the use of electronic cigarettes (vapor) and smokeless/ chewing tobacco are also prohibited. Tobacco products shall not be commercially sold or distributed in any manner on any district site. This includes free samples distributed by vendors. Advertising and sponsorship of events by tobacco companies is also prohibited.

Violators of this regulation may be subject to Administrative Action.

Crime Statistics

Saddleback College crime statistics are available at the Saddleback College Police Department. Contact Campus Police at (949) 582-4585 or Ext. 4585 from any campus phone or visit their website at **www.saddleback.edu/police**.

SAFETY ON CAMPUS

Saddleback College seeks to offer the safest possible campus environment for students. However, students are encouraged to follow a few common-sense guidelines applicable to being in any public place, particularly at night:

- Try to walk with other people to and from your car, or keep other people in view. The college also provides free security Escort Services through the Campus Police Department.
- Be sure to lock your car. Don't leave valuables on the seat where they are visible.
- Be alert to your surroundings, and project that alertness by keeping your head up and walking in a purposeful manner.
- Stay on the lighted main walkways through campus.
- Hold firmly to purses and bags.
- Trust your gut-level instincts.
- Report any suspicious activity or persons to Campus Police at (949) 582-4585 from any campus phone.

Pets on Campus

No animals and/or pets of any kind are allowed within the boundaries of the college. This restriction also applies to animals and/or pets confined in any vehicle parked within college boundaries.

NOTE: This policy does not apply to the use of a service dog specially trained for assisting a person with a verified disability. To bring guide dogs in training on campus, you must contact the DSPS Director, VPSS, or District Human Resources (Per AR5640).

A FREE SERVICE FOR YOUR SAFETY IS OFFERED

For Emergency or Police Service

Security Escort, please contact
(949) 582-4585
or
ext. 4585 from any campus phone.

Disaster Preparedness Information

General Information

1. To contact Campus Police 24 hours a day call:
   - (949) 582-4585 or
   - Ext. 4585 for non-emergency calls or
   - Ext. 4444 for emergency calls from any campus phone.
2. When calling 911 from a campus phone, you must dial 9-911 to reach the outside line.

During An Emergency

1. Remain in the classroom until you have assessed the situation.
2. Acknowledge all campus alarms. When you hear the alarm, calmly exit the building you are in and never enter a building when the alarm is sounding. A campus official will alert all students when it is safe to enter the building.
3. Should an **earthquake** occur:
   Duck, Cover and Hold On.
   Do not run out of the building.
   Stay away from glass while indoors.
   Remain calm and stay with your class.
   If you are not in a building, seek out an open area and stay away from glass.
4. Should a **fire** occur:
   Stay with your instructor, and evacuate the building together.
5. If you are the first to witness a fire, immediately sound the fire alarm. Evacuate the building if you are unable to contain a small fire. Contact Campus Police as soon as possible at Ext. 4444 and report any fire that occurs on campus.

TITLE IX AND SEXUAL MISCONDUCT

Saddleback College is committed to creating and maintaining an environment in which all persons who live, work, and learn in our campus community can be free of all forms of sexual assault, sexual misconduct, domestic violence, dating violence, stalking, and retaliation. Every member of the college community should be aware that sexual misconduct is prohibited by law as well as our district policy and will not be tolerated.

Sexual misconduct threatens the emotional, physical, and psychological well-being of our students, faculty, and staff and endangers the safety of our community. Sexual misconduct impacts our students' ability to feel safe on our campus and to achieve their greatest potential in the classroom. Similarly, sexual misconduct impedes the health and safety of faculty and staff, substantially impairing their ability to teach, research, heal, and to serve our college in their myriad of vital roles. Sexual misconduct violates the principles of our community and the values that we hold most important. Therefore, sexual misconduct will not be tolerated by Saddleback College and is expressly prohibited.

Title IX and Sexual Misconduct Reporting

In order to ensure a safe learning and working environment, all District "officials with authority" are not confidential resources and are required to report allegations of sexual harassment to the Title IX Coordinator or Title IX Officer promptly. All supervisors and managers are considered District "officials with authority" and have a mandatory duty to report incidents of sexual harassment and discrimination, or the existence of a hostile, offensive, or intimidating work environment, and acts of retaliation. Employees who have authority to institute corrective measures on behalf of the District are also required to report incidents of sexual harassment and sexual assault to the Title IX Coordinator/ Officer but are not required to do so.

Any person who believes they have experienced discrimination or harassment due to gender or sex (including sexual harassment, sexual misconduct, sexual assault, dating or domestic violence, stalking) is strongly encouraged to contact a Title IX Coordinator or college Title IX Officer, or submit a Maxient Incident Reporting form A Title IX Coordinator or Title IX Officer is a non-confidential resource who can provide information about an individual's available rights, options, resources and supportive measures to resolve reports or complaints involving sex discrimination.

If the person you are reporting is a student please contact:
Title IX Office/Vice President for Student Services
(949) 582-4566

If the person you are reporting is a faculty or staff member, please contact:
Karen Dubert, District Title IX Coordinator and Director of Employee Relations
(949) 726-5819

Confidential Reporting: Students who do not wish to disclose to the college or District Services an incident of sexual misconduct, dating violence, domestic violence, or stalking should contact the Student Health and Wellness Center at (949) 582-4606 or off-campus rape crisis resources. Exceptions to confidentiality may apply in circumstances where an individual poses a threat to one's self or others.

For more information please see Administrative Regulation 3433: Sexual Harassment Prevention and Complaints Under Title IX.

Mandatory Title IX training for Saddleback Students

Assembly Bill 2683 requires California Community Colleges to annually train their students on sexual violence and sexual harassment. The training also must cover additional topics such as "the differing rates at which students experience sexual harassment and sexual assault in the educational setting based on their race, sexual orientation, disability, gender, and gender identity.

Students are required to complete their annual training within 6 months of the beginning of the academic year. Access the training through "MySite" along with videos. Upon completion a certificate of completion will be issued.



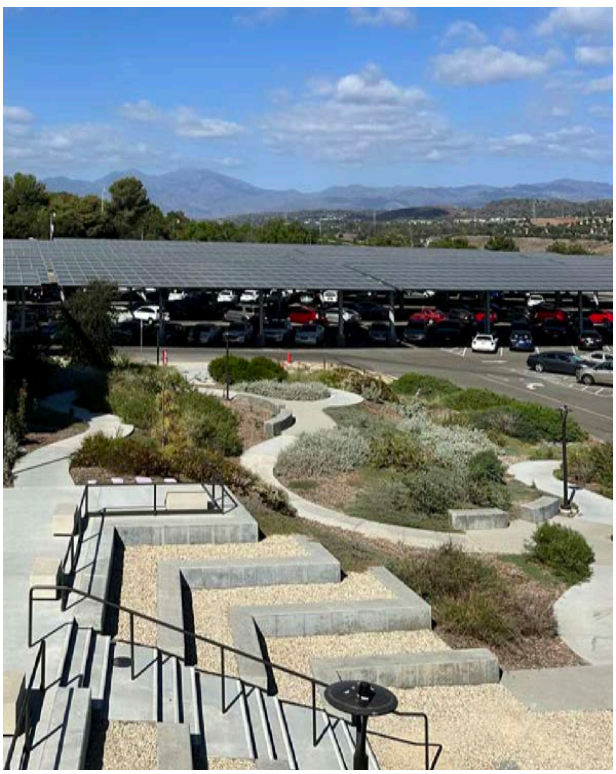
PARKING ON CAMPUS

Parking Permit

- You will need to purchase a parking permit to park your vehicle at Saddleback College. Permits are required any time you park on campus.
- Visitors can park in any white stall (student) on campus after purchasing a daily parking permit at any of the eleven permit dispensers located on campus, or in any metered space on campus for a fee. Maximum time limit for the metered areas is two hours. All meters accept only dollar bills and credit card.
- Metered stalls are for visitors and casual short-term users of the campus. If you wish to use a metered stall, you must pay the meter.
- Your vehicle must be registered with a valid parking permit. You can switch vehicle you drive but you must make the vehicle you park on campus your primary vehicle. You can buy permits and switch vehicles by going to your MySite, Parking, Go to Parking Web Site.
- If you are participating in a college-sponsored field trip you may leave your car on campus while you are gone. Contact Campus Police for the proper parking location and fill out an Overnight Registration Form.

Accessible Parking

- A valid accessible park placard issued by the DMV is required to park in accessible park. If you are a student or staff at Saddleback College you will also need a valid parking permit.



Parking Tickets

- If you believe that you received a parking ticket in error you may request a review online at: **saddleback.citationportal.com** – Within 21 days, the results of the review will be mailed to you. Please understand that California law prohibits anyone, including the officer issuing the ticket, from voiding the ticket.
- If you still feel that you should not be held liable for the ticket, you may request a hearing in person with a Hearing Examiner. However, to do this, you must first pay the parking ticket and complete a request for a hearing at the website; **https://saddleback.citationportal.com**. If the hearing examiner finds in your favor you will be refunded the ticket amount. Finally, if still unsatisfied, you have a right to appeal the hearing examiner's decision to the Orange County Superior Court. Complete details of the appeal process are available at the Campus Police Office.

Accidents and Special Circumstances

- In the case of accidents or damage to your car, contact Campus Police immediately.
- If your vehicle is disabled and you have to leave it overnight on campus, you will need to contact the Campus Police Office, They will provide an overnight parking authorization for your vehicle.

Motorcycles

- All motorized vehicles must have a valid permit to park on campus, including motorcycles or mopeds.

Parking Fees

The Board of Trustees annually determines the cost of purchasing parking permits by employees and students and the fees charged to park in metered areas. Please consult the college web page for more detailed cost and purchasing information.

COLLEGE SERVICES

Admissions and Records

(949) 582-4555 • GW 130

You may apply to the college using the online application at **www.saddleback.edu/apply-pay/admissions-records** – After applying, you will receive an email and be assigned a registration time during which you may enroll in classes online through MySite, the student web portal containing the college online services for students. The Admissions and Records Office can assist you with transcript requests, application for degrees, certifications, and occupational certificates as well as many other enrollment-related services.

Bookstore

(949) 582-4715 • CC 134

The Bookstore offers a wide variety of texts and general books, supplies, software, gifts, and Saddleback College clothing. During the first week of each semester the Bookstore has extended hours, which are posted near the Bookstore entrance. **sb.bncollege.com**

Cafeteria

(949) 582-4659 • CC 213

The college cafeteria is located on the second floor of the Student Services Center, with elevator access for students with disabilities. In addition, there is the Village Cafe, plus coffee carts and vending machines are located throughout the campus.

CalWORKs

(949) 582-4207 • GW 261-1

Saddleback College CalWORKs program is designed to help students develop the necessary skills, knowledge and experience that will make them more marketable for employment after earning a certificate and/or college degree. Students are provided with services such as: academic, personal, career counseling and work-study. For office hours or more information, call the CalWORKs office (949) 582-4207. **www.saddleback.edu/student-support/specialized-programs/california-work-opportunity-and-responsibility-kids-calworks**



Career Resource Center

(949) 582-4575 • GW 271

The Career Resource Center offers services and tools to assist with making career decisions, research career options, and support students in courses that offer self-assessment and career exploration. The area offers career exploration workshops, individual sessions, career counseling, and much more. Free personality and career assessments are available. Students interested in job search, resume writing, and interview resources can utilize many self-directed tools, attend workshops, or make an individual appointment. Handshake is Saddleback College's official online student employment system for internship and job opportunities, career fair announcements, and networking. This office also helps students find jobs on campus and identify other experiential learning opportunities both on- and off-campus.

www.saddleback.edu/student-support/career-support

saddleback.joinhandshake.com

Child Development Center

(949) 582-4582 • CDC (lower campus)

The college Child Development Center offers services for children who are a minimum of 18 months of age and may remain in the program up to their entrance into kindergarten. Priority is given to children of Saddleback College students carrying six or more units, then to faculty and staff. Families from the community are also invited to enroll their children. Interested parents are encouraged to call for information. The Center adjoins Parking Lot 1A, near the Avery entrance to the campus.
www.saddleback.edu/student-support/child-care

Clearing Prerequisites

(949) 582-4572 • GW 201-1

Prerequisite Evaluation Requests can be submitted with the following evidence: equivalent coursework completed at other U.S. regionally accredited colleges/universities, AP Exam scores, and/or high school transcripts.
www.saddleback.edu/student-support/counseling-services/clearing-prerequisites

College Corps

(949) 348-6473 • GW 271

The College Corps program is a community-based learning fellowship that provides students with funding while engaging them in community problem-solving in the fields of education, climate action, and food insecurity. Eligible students can receive compensation towards their living and education expenses in exchange for completing 450 hours of service over the course of the academic year.
www.saddleback.edu/student-support/career-support/college-corps

COLLEGE SERVICES

Counseling Services

(949) 582-4572 • GW 201-1

Counselors are available to assist students with course selection, preparation for transfer, a degree or employment, making career decisions, and resolving personal problems that interfere with success in college. Counselors are available for appointments both in person and online, or on a walk-in basis. **www.saddleback.edu/student-support/counseling-services**

DSPS (Disabled Students Programs and Services)

(949) 582-4885/Video Phone (949) 482-4430
GW 161-1

DSPS provides support and instruction for students with disabilities. Support includes services such as counseling, interpreters for the deaf, mobility orientation, registration help, alternate media production and learning disability assessment. **www.saddleback.edu/student-support/specialized-programs/disabled-students-programs-and-services-dsps**

EOPS / CARE

582-4620 • GW 261-2

Extended Opportunity Programs and Services (EOPS): EOPS is an outreach and retention program designed to assist low-income and educationally disadvantaged students in achieving a college education. EOPS-eligible students may receive priority registration, EOPS book service, academic, personal and career counseling, and assistance in transferring to a four-year university. Interested students should apply at the EOPS office in the Student Services Center. **www.saddleback.edu/student-support/specialized-programs/extended-opportunity-programs-and-services-eopscare-nextup**

Cooperative Agencies Resources for Education (CARE): As a supplement program of EOPS, CARE provides educational support services for EOPS eligible students who are single heads of households receiving CalWORKs (California Work Opportunity and Responsibility to Kids). More information is available at the EOPS office. **www.saddleback.edu/student-support/specialized-programs/extended-opportunity-programs-and-services-eopscare-nextup-0**

Financial Assistance/Scholarships

(949) 582-4860 • GW 111

Various types of financial assistance, including federal, state and institutional programs, are available to students attending Saddleback College. Types of assistance may include grants, loans, scholarships or work-study. For information and applications, contact the Student Financial Assistance and Scholarship Office. **www.saddleback.edu/apply-pay/financial-aid**

Game Lounge

(949) 582-4299 • CC Quad

The Game Lounge, located in front of C.A.R.E. Corner in the CC Quad, can be used by ASB stamp holders. Benefits include the use of ping-pong tables, table hockey, giant chess and checkers.

Health Center

(949) 582-4606 • CC 177

The Student Health Center offers confidential medical and mental health services provided by physicians, registered nurses, licensed clinical psychologists and doctoral level psychology interns. Schedule an appointment by phone or in person. Walk-in services are also available. **www.saddleback.edu/student-support/student-health-wellness-center**

International Student Office

(949) 582-4637 • CC 140

The office is a resource for International Students who have been granted an F-1 International Student Visa. Assistance and information is provided with a variety of complex issues. The office is a resource for advisement, assistance and information on the following:

- International admission, enrollment and transfer process.
- Specialized academic counseling services.
- Immigration workshops and advisement with difficult and complex issues.
- On-campus employment and F-1 Visa practical training internships.
- Assistance and advisement with health insurance and housing.
- Resources for transcript evaluation services, language translation, tax preparation and travel.
- Concurrent/cross enrollment.

Advisement with complex immigration issues related to their F-1 Visa is provided in compliance with the U.S. Department of Homeland Security. **www.saddleback.edu/apply-pay/how-apply/international-student**

Learning Resource Center (Tutoring)

(949) 582-4519 • LRC 212

LRC Tutoring provides free tutoring for students enrolled in Saddleback courses. Services include one-on-one, group, and online tutoring for multiple subjects. Drop-in tutoring for math and science is available. **www.saddleback.edu/student-support/tutoring-center**

COLLEGE SERVICES

Library Services

(949) 528-4314 • Library/LRC/Library Reference Desk

The Saddleback College Library provides a book collection of over 34,000 volumes, eBook collection of over 61,000 volumes, magazines and journals, local and national newspapers, DVDs, online databases and an extensive reserve textbook collection, over 950 titles. Remote access to the library databases is available to enrolled students. Librarians are available to assist students with research, teach library workshops, and teach credit courses on campus and through distance education. Computers with internet access are available on the second and third floor for research, email, word processing and other applications. Visit **www.saddleback.edu/student-support/library** for library hours, workshops and other services.

Rising Scholars Program

(949) 348-6849 • CC 106

The Rising Scholars Program supports students who have been negatively impacted by the U.S. judicial system. Students who identify as formerly incarcerated or system impacted, including those with arrests or convictions but no incarceration and those who have been directly impacted by an incarcerated family member, are eligible to receive services. Examples of this support include, but are not limited to: expungement services, support groups, resume building, basic needs assistance, a dedicated Rising Scholars Counselor, mentorship, and student paid positions. **www.saddleback.edu/student-support/specialized-programs/rising-scholars**

Student Payment Office

(949) 582-4870 • GW 123

The Student Payment Office accepts payments for college fees, processes refunds, disburses certain financial aid checks and debit cards, processes payment deferrals, and posts fees and fines. This office also audits and corrects student accounts as necessary. To check on your student account or for details on the services provided by this office, refer to our web site at **www.saddleback.edu/apply-pay/tuition-fees/how-pay** or call.

Student Technical Support (STS)

(949) 582-4363 • LRC 205, 206, 305

Assistance is available to help students in accessing their accounts (i.e., email, CANVAS, MySite, etc.). Additionally, open computers are available for use on the second and third floors. **www.saddleback.edu/student-support/technical-help**

Transfer Center

(949) 582-4328 • GW 287

The Transfer Center provides information and assistance to students preparing to transfer to a four-year university. Appointments with representatives from four-year universities and colleges are available, and the Transfer Center will help students select a transfer institution, prepare transfer applications, and meet dead-lines. Come by the Transfer Center to attend a workshop, schedule an individual counseling appointment, or for Transfer Express counseling. **www.saddleback.edu/student-support/transfer-center**
Instagram: @saddlebacktransfercenter

Undocumented Students

(949) 348-6411 • BGS 248

Provides a wide variety of support services to our Dreamers, AB540 eligible students, and our undocumented students to support academic success. **www.saddleback.edu/student-support/specialized-programs/undocumented-students**

Veterans Education and Transition Services (VETS) Program

(949) 582-4252 • GW 181-1

Saddleback College is committed to easing the transition process and providing opportunities for success to our United States military Veterans. The VETS Program directly provides support services and acts as a bridge to external support services for student Veterans, active military personnel, and their loved ones. VETS Program services include but are not limited to: new student guidance, Veterans counseling, scholarship assistance, a link to the Veterans club, Veterans Outreach, and a venue for community-building. Saddleback College also offers a “Boots to Books” course each year that integrates Veterans specific topics into the curriculum of Counseling 40 (3 units; CSU-transferable). The VETS Program hosts events aimed at reintegration into civilian and college life. For more information visit our website at **www.saddleback.edu/student-support/specialized-programs/veterans-education-and-transition-services-vets** or email us at vetsoutreach@saddleback.edu.

Veterans Office

(949) 582-4871 • GW 181-1

The Veterans Office administers Veterans Administration (VA) education benefits for all veterans and their family members who qualify for benefits under the various VA education benefit programs. Qualifying students are encouraged to take advantage of their VA entitlement. The Veterans Office also assists active-duty military students who are using any of the various Military Tuition Assistance (MTA) programs, and military spouses using the Military Spouse Career Advancement Account (MyCAA) program. For details on any of these education programs, refer to our website at **www.saddleback.edu/apply-pay/veterans-benefits** or call.

CAMPUS LOCATIONS AND PHONE NUMBERS

All phone numbers are in (949) area code

Academic Reading Center	LRC 215	582-4539
Admissions and Records Office	GW 130	582-4555
Alumni Network	AGB 131	582-4479
Associated Student Government (ASG)	CC 207	582-4616
Athletics	PE 420	582-4547
Bookstore	CC – 1st Floor	582-4715
Bus Transportation and Schedule Information	Orange County Transportation Authority (OCTA)	636-RIDE (7433)
Cafeteria	CC 213B	582-4659
CalWORKs	GW 261-1	582-4207
Campus Police	Campus Police Station, Village	582-4585
Campus Tours	GW 191	348-6519
CARE	GW 261-2	582-4620
Career Resource Center	GW 271-2	582-4575
Child Development Center	Lower Campus	582-4582
Clubs and Organizations	CC 207	582-4616
College Information	GW Lobby	582-4500
Counseling Services	GW 201-1	582-4572
Disabled Students Programs and Services (DSPS)	GW 161-1	582-4885
Accommodated Testing Center	GW 161-1	582-4424
Alternate Media Production	GW 161-1	582-4359
Learning Disabilities	GW 161-1	582-4246
Video Phone for the Deaf		582-4430
Ethnic Studies	BGS 226	582-4733
Enrollment Information	Admissions and Records Office (GW 130)	582-4555
Extended Opportunity Programs and Services (EOPS)	GW 261-2	582-4620
Financial Aid Office	GW 111	582-4860
Foundation Office	AGB 131	582-4479
Graduation Evaluation/UC and CSU Certification	Admissions and Records (GW 130)	582-4555
Honors Program	LRC 207	582-4853

CAMPUS LOCATIONS AND PHONE NUMBERS

All phone numbers are in (949) area code

Information Management Center (IMC Lab)	BGS 248	582-4783
International Student Office	CC 140	582-4637
Career Resource Center	GW 271	582-4575
KSBR (Saddleback College Radio Station 88.5 FM)	LRC 132	582-4501
Language Lab	LRC 215	582-4534
Lariat (campus newspaper)	LRC 116	582-4688
Library Circulation	LRC – 3rd Floor	582-4314
Library Reference Desk	LRC – 3rd Floor	582-4525
Lost and Found	Campus Police Station, Village	582-4585
LRC Tutoring Center	LRC 212	582-4519
LRC Tutoring Computer Lab	LRC 212	582-4441
NextUp	GW 261-2	582-4620
Outreach	GW 191	348-6519
Parking and Traffic Information	Campus Police Station, Village	582-4585
Placement and Prerequisites	GW 201-1	582-4572
Rising Scholars	CC 106	348-6849
Student Development	CC 207	582-4616
Student Health Center	CC 177	582-4606
Student Payment Office (student fees/fines/refunds)	GW 123	582-4870
Student Technical Support	LRC – 2nd Floor	582-4363
Student Rights & Grievances Manager	AGB 115	348-6470
Theatre Ticket Office	FA 124	582-4656
Transcripts and Records	Admissions and Records Office (GW 130)	582-4555
Transfer Center	GW 287	582-4328
Undocumented Services	GW 261-2	582-4620
VETS Program (Support for Veterans)	GW 181-1	582-4252
Veterans Office	GW 181-1	582-4871
Withdrawal From College	Admissions and Records Office (GW 130)	582-4555
Writing Center	LRC 210	582-4784

ADMINISTRATIVE OFFICES

All phone numbers are in (949) area code

OFFICE OF THE PRESIDENT — AGB 103 • 582-4722
President – Dr. Lonita Cordova

OFFICE OF ADMINISTRATIVE SERVICES — AGB 124 • 582-4872
Vice President – Rodrigo Garcia

OFFICE OF STUDENT SERVICES — AGB 126 • 582-4566
Vice President/Title IX Officer – Dr. Jennifer LaBounty

OFFICE OF INSTRUCTION — AGB 133 • 582-4795
Vice President – Tram Vo-Kumamoto

CAREER RESOURCE CENTER — GW 271-2 • 582-4575
Director – Dr. Rita Soultanian

ENROLLMENT SERVICES — GW 130 • 582-4555
Dean – Christian Alvarado
Registrar – Christina Han

EQUITY, INCLUSION AND ACCESS — BGS 246 • 582-6411
Director – Dr. Susana Castellanos

LEARNING ASSISTANCE — LRC 212 • 582-4605
Director – Jennifer McConkey

PLANNING, RESEARCH, AND ACCREDITATION — AGB 103 • 582-4565
Director – Shouka Torabi

STUDENT HEALTH CENTER — CC 177 • 582-4606
Director – Dr. Angelito Dela Cruz
Psychological Health Services Supervisor – Dr. Lisa Schenitzki

SADDLEBACK COLLEGE FOUNDATION — AGB 123 • 582-4479
Executive Director – Elizabeth McCann

STUDENT DEVELOPMENT — CC 210 • 582-4616
Director – Christopher Hargraves

STUDENT FINANCIAL ASSISTANCE PROGRAMS — GW 111 • 582-4860
Director – Benny Rivas

STUDENT PAYMENT AND VETERANS OFFICES — GW 123 • 582-4870
Director – Zachary Guajardo

OUR MISSION

Saddleback College empowers and supports its diverse student body by providing equitable, innovative, and student-centered educational experiences. We foster personal growth, academic success, economic opportunity, and social mobility.

OUR VISION

Inspired by a passion for teaching and learning and a belief in human potential, Saddleback College transforms the lives of its students and community.

ACADEMIC SCHOOLS AND DIVISIONS

All phone numbers are in (949) area code

AMPD – ARTS, MEDIA, PERFORMANCE AND DESIGN — FA 124 • 582-4747
Dean – Dr. Scott Farthing

BUSINESS AND INDUSTRY — ATAS 254 • 582-4976
Dean – Matt Valerius

COUNSELING SERVICES AND SPECIAL PROGRAMS — GW 201-1 • 582-4572
Dean – Dr. Penny Skaff
Director, Extended Opportunity Programs and Services – Jasmine Marie Torres
Director, Disabled Student Programs and Services – Laura Czajkowski

ECONOMIC AND WORKFORCE ADVANCEMENT — CC 207 • 582-4548
Dean, Workforce Program Innovation and Partnerships – Kari Irwin
Director, Economic and Workforce Development – Israel S. Dominguez
Manager, Economic and Workforce Development Operations – Jessie Cheng

EXTENDED LEARNING (ADULT EDUCATION COMMUNITY EDUCATION AND EMERITUS) — CC 113 • 582-4646
Executive Dean – Dr. Karima Feldhus
Assistant Dean, Extended Learning/Director of Emeritus Institute – Dr. Dan Predoehl
Director, Adult Education – Sue Donelson

HEALTH AND WELLNESS — HS 235 • 582-4701
Dean – Dr. Rebecca Orozco
Assistant Dean, Health Sciences and Human Services/ Director of Nursing – Dr. Linda Call

HUMANITIES AND SOCIAL SCIENCES — BGS 226 • 582-4733
Executive Dean – Christina Hinkle
Assistant Dean – Dr. Jessica Kaven

KINESIOLOGY AND ATHLETICS — KINESIOLOGY PE 422 • 582-4545; ATHLETICS PE 420 • 582-4547
Dean – Dan Clauss
Athletics Operations Manager – Brett Franchino

SADDLEBACK@ATEP — 1634 VALENCIA AVENUE, TUSTIN, CA 92782 348-6400
Manager, ATEP Operations and Programs – Leyla Riley

STEM – SCIENCE, TECHNOLOGY, ENGINEERING AND MATH — SCI 323A • 582-4820
Dean – Art Nitta
Operations Manager – Ana Rodriguez

INSTRUCTIONAL SUPPORT AND TEACHING INNOVATIONS — LRC 231 • 582-4397
Dean – Dr. Kim d'Arcy



Saddleback College

SCAN THIS QR CODE TO ACCESS OUR DIGITAL CAMPUS MAP



BUILDING KEY

Saddleback College Schools

1. School of Arts, Media, Performance and Design (AMPD)
2. School of Business and Industry
3. School of Health and Wellness
4. School of Humanities and Social Sciences
5. School of Science, Technology, Engineering and Math (STEM)

Buildings

AGB	Administration and Governance Building
ATAS	Advanced Technology and Applied Science
BGS	Business and General Studies
CC	College Center
CDC	Child Development Center
CE	Community Education
CP	Campus Police
EWD	Economic Workforce Development
FA	Fine Arts Complex◆
FMO	Facilities and Maintenance
GRH	Horticulture Greenhouse
GW	Gateway
HS	Health Sciences
LRC	Learning Resource Center and Library
MCS	Math and Computer Science
OBV	Observatory
PE	Physical Education
SCI	Sciences
TAS	Technology and Applied Science
VIL	"Village" Classrooms
W	"W" Building (Communication Arts)
WH	Warehouse

◆ *McKinney Theatre is located in FA 300*
Studio Theatre is located in FA 300

Non-Discrimination and Title IX Notice–Saddleback College is committed to maintaining an environment free from discrimination. The College does not discriminate on the basis of race, color, religion, national origin, age, disability, sex, sexual orientation, marital status, or pregnancy in any of its programs or activities.

ADA Compliance and Alternative Formats–In accordance with South Orange County Community College District (SOCCCD) Board Policy 3425, Saddleback College fully complies with the Americans with Disabilities Act. To ensure equal access to our programs, this material is available in alternative formats (such as large print, braille, or accessible electronic text) upon request.

For inquiries regarding non-discrimination policies, practices, Title IX compliance, or to request disability accommodations or alternative formats, **please contact:**
Dr. Jennifer LaBounty, Vice President for Student Services, Title IX Officer and Section 504/Title II Coordinator, 28000 Marguerite Parkway, Mission Viejo, CA 92692,
Phone: (949) 582-4566, Email: jlabounty@saddleback.edu.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

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