

CATALOG

2024-2025

EVERETT
COMMUNITY COLLEGE

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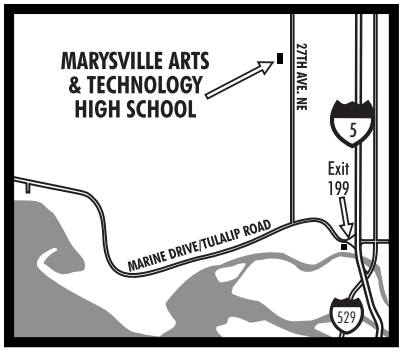
Curriculm Guide Appendix 187

QUICK WEB REFERENCE

Admissions Info and Application Process: **EverettCC.edu/Admissions**
Advising: **EverettCC.edu/Advising**
Bookstore: **EverettCC.edu/Bookstore**
Credit Card Payment: **EverettCC.edu/CreditCardPay**
Consumer Info/Disclosure (HEOA): **EverettCC.edu/HEOA**
ctcLink: **EverettCC.edu/ctcLink**
Program Checklists: **EverettCC.edu/Cguides**
Deadlines: **EverettCC.edu/Deadlines**
Departments and Offices Directory: **EverettCC.edu/Directory**
eLearning: **EverettCC.edu/eLearning**
EvCC Tours: **EverettCC.edu/Tour**
External Credit/Transfer Credit Policies: **EverettCC.edu/TransferCredit**
Financial Aid: **EverettCC.edu/FA**
Forms: **EverettCC.edu/StudentForms**
High School Programs: **EverettCC.edu/HSprograms**
Hours and Contact Info: **EverettCC.edu/Hours**
Learning Communities: **EverettCC.edu/LC**
Pathways: **EverettCC.edu/Pathways**
Registration: **EverettCC.edu/Classes**
Running Start: **EverettCC.edu/RunningStart**
Student Portal: **EverettCC.edu/MyEvCC**
Testing: **EverettCC.edu/Testing**
Tuition: **EverettCC.edu/Tuition**
University Transfer Information Center: **EverettCC.edu/Transfer**
Veterans' Resource Center: **EverettCC.edu/Veterans**

Photography: Derek Walker

Everett Community College offers various college courses at locations in Snohomish County.

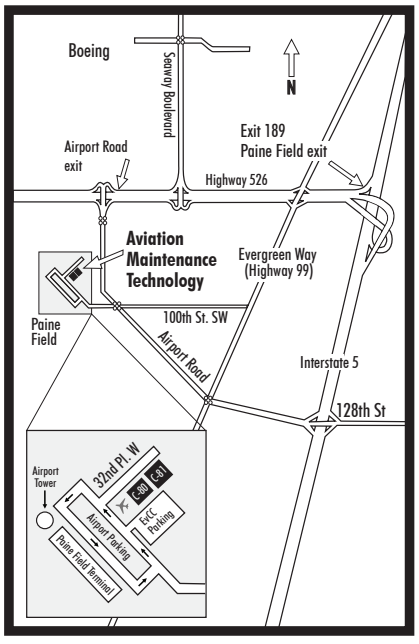


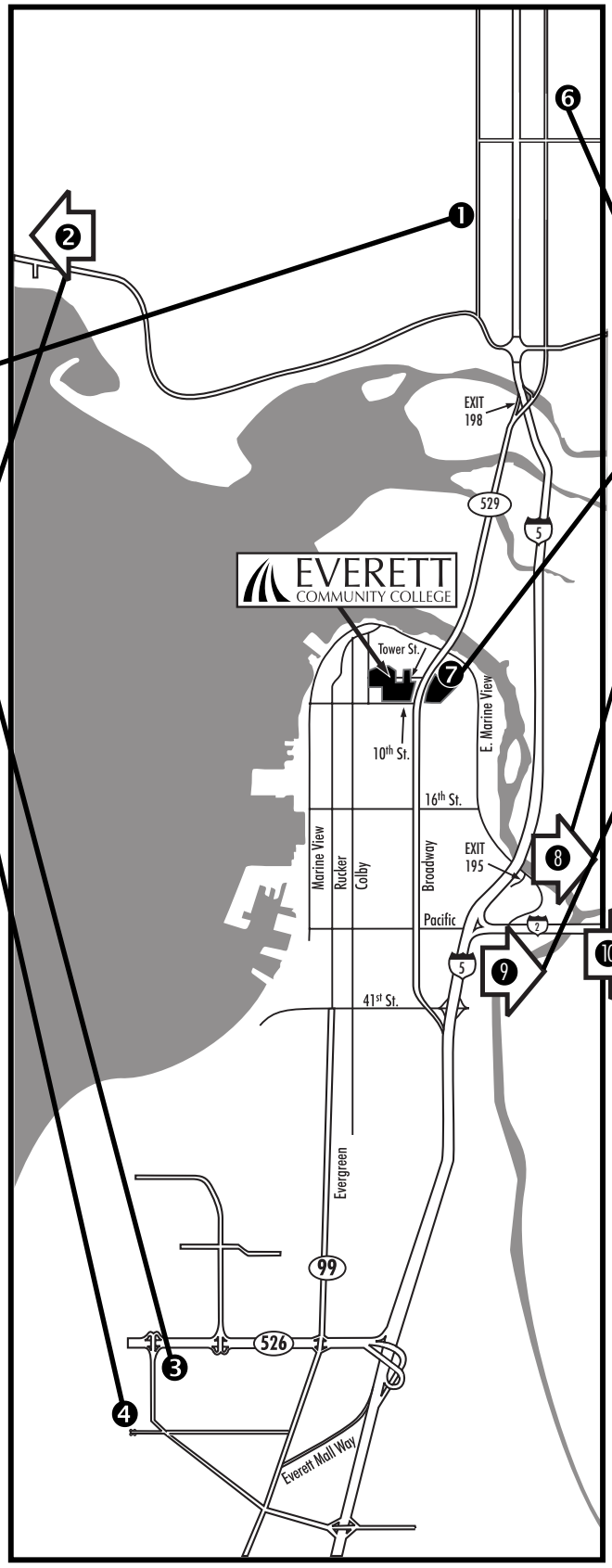
1 MARYSVILLE ARTS AND TECHNOLOGY HIGH SCHOOL
7204 27th Ave. NE, Tulalip WA 98271
360-653-0664

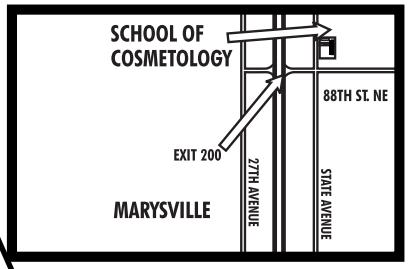
2 TULALIP COLLEGE CENTER
7707 36th Ave NW, Bldgs C and D
Tulalip, WA 98270
360-716-4886

3 SNO-ISLE TECH SKILLS CENTER
9001 Airport Road, Everett, WA 98204
425-348-2220

4 AVIATION MAINTENANCE TECHNOLOGY
9711 32nd Place W., Bld. C-80, Paine Field, Everett, WA 98204
425-388-9533





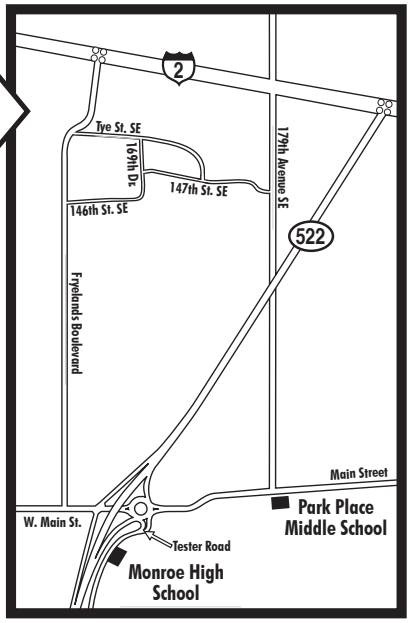


6 SCHOOL OF COSMETOLOGY
9315 G State Avenue, Marysville, WA 98270
425-259-8283

7 ADVANCED MANUFACTURING & TRAINING EDUCATION CENTER (AMTEC)
909 N Broadway, Everett, WA 98201
425-388-9110

8 SNOHOMISH HIGH SCHOOL
1316 5th Street Snohomish, WA 98290
360-563-4000

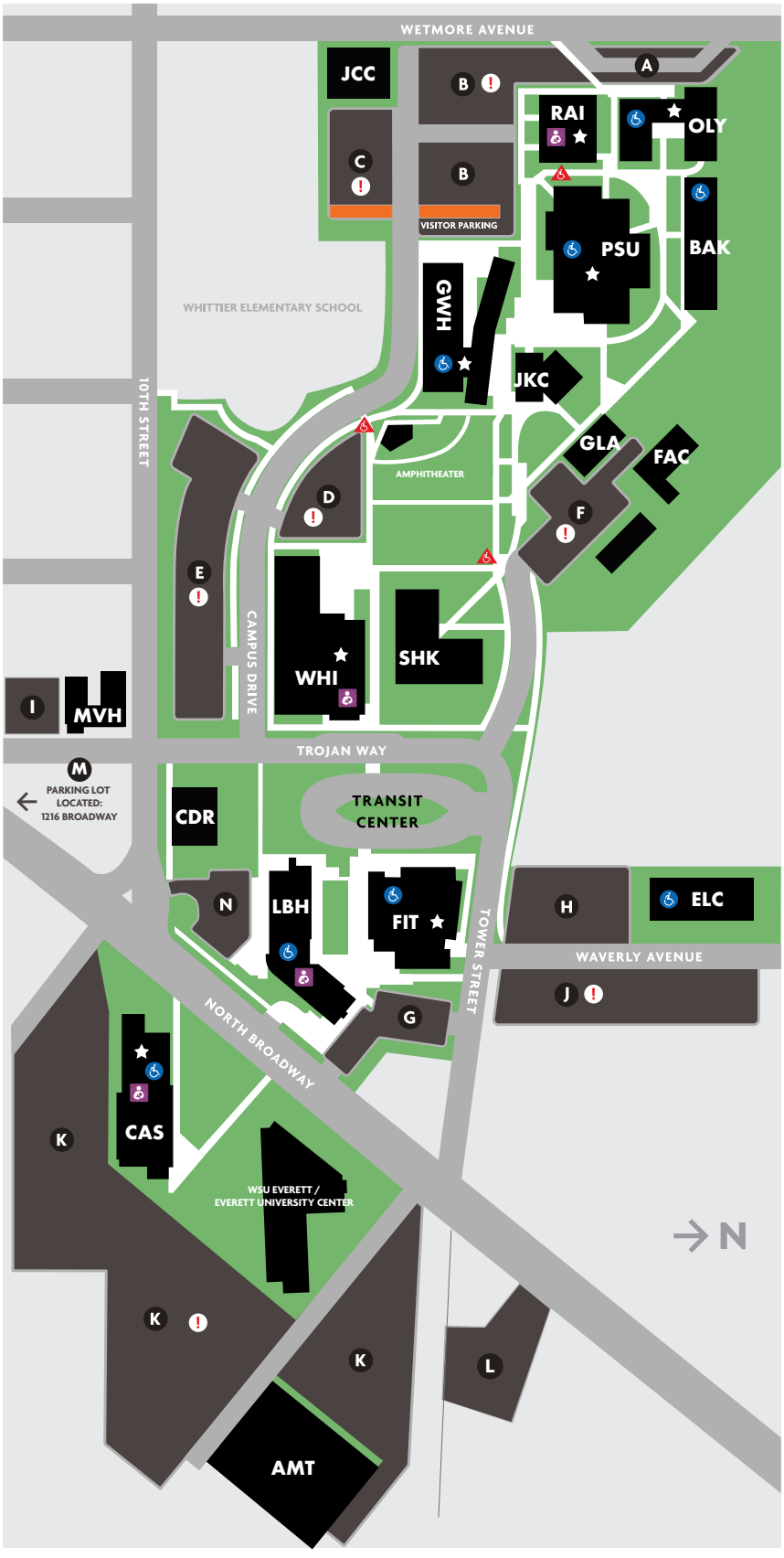
9 GLACIER PEAK HIGH SCHOOL
7410 144th Pl SE
Snohomish, WA 98296
360-563-7500



10 MONROE HIGH SCHOOL PARK PLACE MIDDLE SCHOOL
Monroe High School: 17001 Tester Road, Monroe, WA 98272
Park Place Middle School: 1408 W. Main St., Monroe, WA 98272

Everett Community College Everett Campus

2000 Tower Street, Everett, WA 98201-1390 EverettCC.edu Switchboard/Information: 425-388-9100



Quick Find

ADMISSION / REGISTRATION	PSU
BOOKSTORE	PSU
CASHIER	PSU
COMMUNITY HEALTH CENTER	LBH
FINANCIAL AID	PSU
HUMAN RESOURCES	OLY
LIBRARY	CAS
PRESIDENT'S OFFICE	OLY
TESTING CENTER	GLA

Buildings

AMT	ADVANCED MANUFACTURING TRAINING & EDUCATION CENTER (AMTEC)
BAK	BAKER HALL
CAS	CASCADE LEARNING RESOURCE CENTER
CDR	STUDENT HOUSING CEDAR HALL
ELC	EARLY LEARNING CENTER
FAC	FACILITIES/MAINTENANCE
FIT	WALT PRICE STUDENT FITNESS CENTER
GLA	GLACIER HALL
GWH	GRAY WOLF HALL
JCC	JAPANESE CULTURAL RESOURCE CENTER
JKC	HENRY M. JACKSON CONFERENCE CENTER
LBH	LIBERTY HALL
OLY	OLYMPUS HALL
PSU	PARKS STUDENT UNION
RAI	RAINIER HALL
SHK	SHUKSAN HALL STUDENT HOUSING
MVH	MOUNTAIN VIEW HALL
WHI	WHITEHORSE HALL

Parking*

PERMIT PARKING
- PARKING LOTS A–M

VISITOR PARKING
- LOCATED IN LOTS B & C

*** PARKING ON CAMPUS IS BY EVCC PERMIT ONLY.**
DAILY PERMITS ARE AVAILABLE AT THE CASHIERS OFFICE OR AT DESIGNATED PAY & PARK STATIONS.

GENDER-NEUTRAL RESTROOMS

ADA RESTROOMS AVAILABLE INSIDE

NOT AN ADA ACCESSIBLE AREA

EMERGENCY ASSEMBLY AREA

LACTATION ROOM

FOR CAMPUS SAFETY CALL:
425-388-9990

Academic Calendar

EVERETT COMMUNITY COLLEGE
EverettCC.edu

IMPORTANT DATES TO REMEMBER	Summer 2024	Fall 2024	Winter 2025	Spring 2025
Deadline for applying to graduate at the end of this quarter	July 15	Oct. 4	Jan. 17	April 18
Begin Center for Disability Services & Veterans' Resource Center approved early registration	May 16	May 30	Nov. 7	Feb. 20
Current students may register on or after their Registration Access Date and Time	May 20-22	June 3-5	Nov. 12-14	Feb. 24-26
Recommended: New students should fill out the application by this date to complete "Getting Started" steps and be ready to register during open registration.	May 13	May 24	Nov. 5	Feb. 18
Begin open registration for this term.	May 28	June 7	Nov. 19	March 4
Payment deadlines - See below.				
Last day to add classes without instructor permission.	June 30	Sept. 22	Jan. 5	April 6
Official first day of the Quarter	July 1	Sept. 23	Jan. 6	April 7
100% refund deadline. Self-support and non-standard classes have a different deadline. See EverettCC.edu/Classes	July 8	Sept. 29	Jan. 12	April 11
Last day to register, or add, or drop a class with no record	July 15	Oct. 4	Jan. 17	April 18
50% refund deadline (20th calendar day). Self-support & non-standard classes may not have a 50% refund, or may have a different deadline. See EverettCC.edu/Classes	July 20	Oct. 12	Jan. 25	April 26
Deadline to make change to residency for current quarter (30th calendar day)	July 31	Oct. 23	Feb. 5	May 7
Last day to drop with a W or change to audit (8th week) Summer (6th week)	Aug. 8	Nov. 15	Feb. 28	May 30
Classes end	Aug. 22	Dec. 6	March 17	June 12
Final examinations	Last day of class	Dec. 9-12	March 18-21	June 13-18
Grades posted to transcript	Aug. 28	Dec. 18	March 26	June 25
Holidays (College closed)	July 4, Sept. 2	Nov. 11, 28-29, Dec. 25	Jan. 1, 20, Feb. 17	May 26, June 19
No Day or Evening Classes (College open)	N/A	Nov. 27	N/A	N/A
Commencement	N/A	N/A	N/A	To be announced

	Summer 2024	Fall 2024	Winter 2025	Spring 2025
Deadline to pay tuition and fees for registration. If the deadline has passed, tuition is due within 2 business days.	June 4	Aug. 20	Dec. 3	March 11

Everett Community College does not discriminate based on, but not limited to, race, color, national origin, citizenship, ethnicity, language, culture, age, sex, gender identity or expression, sexual orientation, pregnancy or parental status, marital status, actual or perceived disability, use of service animal, economic status, military or veteran status, spirituality or religion, or genetic information in its programs, activities, or employment. Contact the following people with inquiries or complaints regarding discrimination, Title IX compliance, or Americans with Disabilities Act compliance: Equal Opportunity Director: EqualOpportunity@everettcc.edu, 425-388-9271; ADA Coordinator: ADAcoordinator@everettcc.edu, 425-388-9232; Title IX Coordinator: TitleIXCoordinator@everettcc.edu, 425-388-9271. All offices are located in Olympus Hall 111, 2000 Tower St. Everett, WA 98201. For more information, visit the Equal Opportunity and Title IX website: EverettCC.edu/EqualOpportunity

Accreditation

Everett Community College is accredited by the Northwest Commission on Colleges and Universities, an institutional accrediting body recognized by the Council for Higher Education Accreditation, and the U.S. Department of Education. For further information, contact the Northwest Commission on Colleges and Universities, 8060 165th Avenue N.E., Suite 100, Redmond, WA 98052, phone 425-558-4224. First accredited in 1948, EvCC's accreditation was reaffirmed on the basis of a year seven evaluation report in 2017.

The Registered Nursing program is accredited by the Accreditation Commission for Education in Nursing, (ACEN), 3343 Peachtree Road NE. Suite 850, Atlanta, GA 30326, phone: 404-975-5000, acenursing.org

The Everett Community College Medical Assisting Certificate program is accredited by the Commission on Accreditation of Allied Health Education Programs upon the recommendation of the Medical Assisting Education Review Board (MAERB). Commission on Accreditation of Allied Health Education Programs, 25400 U.S. Highway 19 North, Suite 158, Clearwater, FL, 33756, phone: 727-210-2350.

The Everett Community College Corporate & Continuing Education Center is approved by the Office of the Superintendent of Public Instruction (OSPI) to offer academic clock hours and complies with the Continuing Education Program Approval Standards. Additionally, Continuing Education Units (CEUs) are also available.

EvCC's College in the High School program is accredited by the National Alliance of Concurrent Enrollment Partnerships (NACEP), PO Box 578, Chapel Hill, NC 27514, phone: 919-593-5205.

Vision Statement

Everett Community College serves, educates, and builds communities, one person at a time.

Mission Statement

We educate, equip, and inspire each student to achieve personal and professional goals, contribute to our diverse communities, and thrive in a global society.

Strategic Plan

Belonging

Everett Community College creates an equitable campus culture where students, faculty, staff, and the larger community are valued, welcomed, and actively supported.

GOAL 1.1: Establish structures and practices that promote students' development of social and academic belonging.

Objectives:

- 1.1.1: Assess and revise pathways and program maps to ensure historically underserved students' goals, values, and experiences are represented.
- 1.1.2: Create and sustain opportunities for Native/Indigenous; African/Black; Hispanic/Latino; Undocumented; Pacific Islander; LGBTQ+ students to form student-based organizations to support each other and to access trained mentors.
- 1.1.3: Expand professional development opportunities for faculty that lead to historically underserved students' participation in high impact practices regardless of a chosen program or pathway.

GOAL 1.2: Develop and nurture an inclusive and equitable campus culture.

Objectives:

- 1.2.1: Recruit and retain faculty and staff that reflect the student population and community.
- 1.2.2: Design spaces and services that provide outreach and welcome

historically underrepresented students, faculty, staff, and community members.

- 1.2.3: Develop and implement a professional development program for faculty and staff focused on diversity, equity, inclusion, and anti-racism to inform new and ongoing initiatives.

Student-Ready

Everett Community College rebuilds the current modes and systems of instruction and student services to expand equitable access and opportunities for all students, staff, and faculty to learn.

GOAL 2.1: Build an intentional and supportive environment for students that reinforces that every student is known, respected, and valued.

Objectives:

- 2.1.1: Reexamine policies, practices, and processes to alleviate barriers to student engagement and success.
- 2.1.2: Scale equity-minded support services that center the experiences of students disproportionately impacted by college delivery systems.

GOAL 2.2: Establish balanced modes of delivery to meet varying and diverse student needs.

Objectives:

- 2.2.1: Implement an advising model that leads to student access, persistence, success, completion, and successful transfer and/or placement.
- 2.2.2: Increase accelerated and non-traditional program offerings (e.g. distance learning, prior learning experience/assessment, I-BEST, competency based, evening and weekend programs, and bachelor of applied science.).
- 2.2.3: Expand and implement early intervention strategies to reduce the number of students who stop/drop out.

Sustainability

Everett Community College reimagines and reforms the institution to equitably balance cultural, human, environmental, technological, and financial resources.

GOAL 3.1: Implement a financial stewardship model that promotes transparency, accountability and strategic alignment with equity and social justice values.

Objectives:

- 3.1.1: Align budget planning, allocation, and management with EvCC's Strategic Plan.
- 3.1.2: Grow foundation support for students by designing, developing, and executing comprehensive annual fundraising campaigns and by ensuring equitable transparent processes for accessing foundation resources.
- 3.1.3: Develop a comprehensive long-term Strategic Enrollment Management and Retention Plan founded in equitable practices, based on regular environmental scans, predictive modeling and targeted investment/program development.

GOAL 3.2: Build institutional capacity for equity and social justice through structures, systems, and processes that promote enfranchisement, inclusivity, and dialogue.

Objectives:

- 3.2.1: Develop, retain, and promote a diverse workforce with the skills and experience to meet the needs of EvCC student communities, especially those disproportionately impacted by systemic racism.
- 3.2.2: Implement shared governance to promote transparency, trust and

accountability in the decision-making process.

- 3.3.3: Cultivate expertise and leadership on equity issues across all functions of the institution including instruction, equity, student services, administration, finance, facilities, and human resources.

Career-Connected

Everett Community College develops equitable educational opportunities leading directly to the attainment of student aspirations, career mobility, strengthened partnerships, and community vitality.

GOAL 4.1: Develop curricular and co-curricular experiences that support career-connectedness.

Objectives:

- 4.1.1: Incorporate work-based and experiential learning opportunities into every Pathway at EvCC (e.g. prior learning experience/assessment, pedagogies such as course-based undergraduate research experiences, internships, externships, clinical, practicums, capstones projects, and portfolios.).
- 4.1.2: Improve program offerings/programs for students to ensure they are reflective of local/regional needs and emerging trends.
- 4.1.3: Formalize co-curricular learning process(es) and advertise process(es) for all students to know and utilize.

Core Values

Promise: We value, respect, and act on behalf of each student's educational needs and aspirations.

Purpose: We embrace the transforming value of learning for ourselves, our students, and our community.

Progress: We strive always to innovate, improve and advance.

People: We nurture a campus community that is culturally competent and inspired to engage, collaborate, and grow.

Partners: We connect constructively with the communities we are here to serve.

Practice: We model evidence based decision-making, equity and inclusiveness, stewardship, and sustainability.

Core Learning Outcomes

Student Core Learning Outcomes for certificates and degrees:

Analytical Thinking
Students will apply quantitative and/or qualitative reasoning skills to solve problems, evaluate claims and support conclusions.

Effective Communication
Students will individually and/or collaboratively communicate across multiple expressive modes, applying relevant learned knowledge and demonstrating information literacy and research skills.

Equity and Social Justice

Students will evaluate the influence of power and privilege, identify shared and unshared meaning, and/or analyze the sources of their perspectives in advancement of equity and social justice.

About Everett Community College

Founded in 1941, Everett Community College educates more than 15,000 students every year. Students come to EvCC to affordably start their four-year degrees, earn certificates, train for a new job, experience hands-on training in professional and technical programs, learn English, develop basic skills, finish high school, train for a

promotion, or to learn for fun. The college offers associate degrees in Arts and Sciences, Science, Business, Applied Science, Technical Arts, Fine Arts, and General Studies, and a bachelor's of applied science degree in Accounting. Certificates of completion are awarded in more than 30 technical and career fields. Students can also enroll in English as a Second Language, high school completion, and General Education Development programs. EvCC also offers professional and employee training through its Corporate & Continuing Education Center.

EvCC faculty and staff work closely with business and industry experts, community leaders and other educational institutions to provide students with relevant, challenging experiences inside and outside of the classroom.

EvCC is one of 34 community and technical colleges governed by the Washington State Board of Community and Technical Colleges. The college is administered by a five-member board of trustees appointed by Washington state's governor. Current trustees are Bob Bolerjack, Dr. Betty Cobbs, Jerry Martin (chair), Toraya Miller, and Kelly Shephard (vice chair). EvCC is led by President Dr. Chemene Crawford.

Locations

EvCC's main campus is located at 2000 Tower Street in north Everett. EvCC also offers classes at its Aviation Maintenance Technology at Paine Field, School of Cosmetology in Marysville, Ocean Research College Academy on the Everett waterfront, and at several other locations in Snohomish County. Coursework is offered cooperatively at the Tulalip College Center.

The quarterly online class schedule lists all courses and their locations. For maps and directions, visit EverettCC.edu/Maps

Ocean Research College Academy

The Ocean Research College Academy (ORCA) at Everett Community College is an interdisciplinary, full-time Running Start program that embeds undergraduate research in general education courses.

This cohort-based learning community blends the Associate of Arts and Sciences degree requirements with high school graduation coursework. A research laboratory and fully outfitted research vessel facilitate student-driven research in the local estuary.

Located at the Everett waterfront, ORCA students collect data on the State of Possession Sound, monitoring water quality and the abundance and distribution of marine life. The nature of science and the search for relevant evidence to support and communicate ideas is infused in all disciplines at ORCA, including English, math, history, and other subjects. For more information visit EverettCC.edu/ORCA or email orca@everettcc.edu

Everett University Center

Students can earn a bachelor's or master's degree on Everett Community College's campus at the Everett University Center. Led by Washington State University, the Everett University Center offers bachelor's and master's degree programs from four universities. Learn more about the programs offered at: EverettUC.org or call 425-405-1600.

University Transfer Programs

Students planning to transfer to another college or university after attending Everett Community College have many options and enjoy the benefits of a long tradition of successful transfer relations between EvCC and universities in Washington state. The college participates in a wide variety of transfer agreements with most colleges and universities in Washington and several in Oregon. The following degree programs are supported by those transfer agreements:

- **The Associate of Arts and Sciences - Direct Transfer Agreement Degree (DTA**) satisfies the lower division general education requirements of

most universities in Washington and several in Oregon, and students enter with junior standing. Students who identify their university major can usually complete most prerequisites or lower division requirements for that major at EvCC within the guidelines of the DTA degree. In fact, for a number of majors it is critically important to complete the lower-division preparatory requirements at EvCC.

- While the DTA degree meets the needs of many students planning to continue their studies in the Arts and Sciences at a university, the **Associate in Science** degree offers an opportunity for students in engineering, biological and physical sciences to focus on prerequisites for their major as well as some of their general education requirements. Most colleges and universities in Washington state accept the Associate in Science under a statewide transfer agreement.
- **The Associate in Business - Direct Transfer** degree provides students who intend to major in business administration or accounting a smooth transfer to several designated universities in Washington.
- **The Associate in Nursing - Direct Transfer** degree prepares students for licensure as a registered nurse, as well as for transfer to a university for entry into a Bachelor of Science in Nursing completion degree.
- **The Associate in Pre-Nursing - Direct Transfer** degree provides students who intend to enter into a basic RN bachelor's degree program a smooth transfer to several designated universities in Washington.
- Alternatively, transfer students in other selected majors may find that our **Associate in Arts and Sciences - Option I**, and **Associate in Applied Science - Transfer** offer additional options for tailoring their EvCC coursework for successful transfer.

Professional and Technical Programs

Everett Community College offers many professional-technical programs in high-demand occupations. Short-term training, certificates and **Associate in Technical Arts (ATA)** degrees provide many options for students seeking to sharpen skills and enter or advance within their careers.

In order to prepare students for employment, all professional-technical areas of study provide courses with content and skills specific to that occupation. In addition, our programs provide students with technology, human relations and communication skills as they relate to the workplace.

The college relies upon advisory committees, made up of representatives from management and labor in the occupational fields associated with each degree, to help develop and maintain innovative courses by incorporating current skills standards and competencies necessary for successful employment. Liaisons with business and industry in researching employment and training needs are also provided.

Rapidly advancing technologies create the possibility that workers will retrain several times during their lifetime. The college collaborates with the Washington State Department of Social and Health Services, Washington State Employment Security Department, Division of Vocational Rehabilitation, Workforce Snohomish, and many community-based organizations in providing training, retraining, and job-skill upgrades. The college works with labor to provide several areas of specific training for apprentices.

Although the primary goal of professional-technical education is to prepare students for immediate employment, students may be able to transfer some of their professional technical

course work to a university for further education toward a bachelor's degree.

Many of the professional-technical programs offered at EvCC have transfer agreements with other colleges and universities.

Several of Washington state's community and technical colleges offer a four-year program, the **Baccalaureate of Applied Science (BAS)**. These four-year baccalaureate degrees are specifically designed to allow students to earn a bachelor's degree with a specific program of study in a professional/technical vocation.

EvCC has articulated agreements with many of the four-year universities throughout the state and colleges that offer BAS degrees. Completion of an ATA pathway of study may be matriculated to one of these institutions.

Other professional-technical programs have stackable certificates. Stacking different certificates from the same discipline, students may be able to earn a two-year degree with transferability, such as the AAS-T degree.

Additionally, many professional-technical courses are articulated with K-12 programs through the CTE Dual Credit program, formerly known as Tech Prep. Students should check with a program advisor for credit eligibility requirements.

Program checklists in all professional-technical areas are available to assist students in planning programs. Refer to the courses section of this catalog for information about programs in your interest area, call Enrollment Services for additional information, or view the Program checklists on the web at EverettCC.edu/CGuides.

Transitional Studies

Everett Community College offers courses for adults who wish to improve their basic skills, upgrade job employment skills, or prepare for college-level courses. Classes are offered in the day and evening, both on- and off-campus and online. Students can take classes to finish high school, take classes to prepare to take the GED, learn to speak English, and learn basic reading, writing, and math skills.

Corporate & Continuing Education Center

EvCC's Corporate & Continuing Education Center (CCEC) meets business and industry training needs by developing and delivering high-quality customized training, professional development, small business development training, technical training, and personal interest courses. Programs are offered throughout Snohomish County and the Puget Sound region.

CCEC conducts open enrollment, non-credit classes that begin every week and are offered online or during the day, evening and weekend in Snohomish County. Customized training can be delivered on-site at organizations or at any of the CCEC training locations across the region.

CCEC is headquartered at EvCC's Advanced Manufacturing Training and Education Center (AMTEC) at 909 North Broadway, Everett, WA 98201. The Everett location features training rooms, computer labs, an electronics and soldering lab and has ample parking. Visit EverettCC.edu/CCEC for a complete list of training programs and services.

Senior Opportunities

Everett Community College offers a variety of educational and personal enrichment opportunities for seniors age 60 and older in a selection of credit and non-credit classes.

The class schedule of Corporate & Continuing Education Center courses features a number of reasonably priced offerings in computer skills, fitness, writing, world languages, arts and crafts, dance, travel and much more. Many college credit classes are available to seniors for audit

(non-credit) enrollment on a space-available basis for reduced tuition. See EverettCC.edu/SeniorCitizen for information about utilizing the Senior Citizen tuition reduction program, or contact Enrollment Services.

High School Partnerships

Everett Community College participates in a wide variety of relationships with local high schools, and offers several programs aimed at building the achievement of young students.

Enrollment in college courses is provided through dual credit programs such as Running Start, CTE Dual Credit, and College in the High School, all of which help students complete their high school graduation requirements.

Admission processes for these programs differ from regular college admission and are described in the next section of this catalog.

International Opportunities

Japanese Cultural Resource Center

The Japanese Cultural Resource Center (JCRC) is a cultural resource center that consists of a traditional tearoom and a Japanese garden (Nishiyama Japanese Garden).

JCRC provides the foundation for achieving awareness and skills in culture, history, and communication to our campus and global community. The primary mission of JCRC is to bridge Japanese and American cultures.

JCRC hosts cultural exchange programs providing Japanese students with valuable experiences in our community; and American students the resources/opportunities to study in Japan. The Nishiyama Japanese garden is open to the community. Contact the JCRC at, jcrc@everettcc.edu, 425-388-9195, or go to EverettCC.edu/JCRC.

Northwest Language Center and World Languages

The Northwest Language Center (NLC) is directed by language professionals who have excelled at creating and offering a wide variety of innovative programs for world language learning, promoting intercultural effectiveness, and global understanding. The NLC's mission is to help Western Washington communicate with the world.

The NLC offers: international study-abroad and exchange programs, customized on-site Spanish language instruction to meet the needs of local businesses, government agencies, and educational institutions, general on-campus conversational workshops in many languages, travel workshops, translation services, interpretation referral services, and educational and entertaining cultural events. Contact the NLC at 425-388-9499, or go to EverettCC.edu/NLC.

Study Abroad

Enrichment, growth, and meaningful learning can be experienced in travel and study abroad. Opportunities for study in the Dominican Republic, Italy, Spain, Japan, and Ecuador are available through EvCC. Visit the study abroad webpage at EverettCC.edu/StudyAbroad for more information.

International Student Programs

Everett Community College provides full support to international students through a dedicated office with experienced staff to assist them from entry to graduation and beyond for a successful educational experience.

Any student aged 16 or older who has successfully completed a secondary school program in another country or is interested in high school completion at EvCC is encouraged to apply for admission.

EvCC offers an Academic English Language program for international students, as well as specialized advising services, orientation, homestay referrals, international student

club, on-campus housing and university transfer assistance. See International Student Admission in the International Education section for more information or visit EverettCC.edu/International.

The Arts at EvCC

EvCC art programs are open to all students; no prior experience or portfolio review is required. EvCC offers individual coursework and full programs of study in photography, studio art (drawing, design, painting, printmaking, ceramics), graphic design and web design, music, theatre, and creative writing.

Students pursuing the Associate in Fine Arts degree select one area of concentration and also complete coursework in at least three related disciplines. The programs emphasize proficiency in the use of tools, techniques and processes, critical thinking, and the ability to communicate verbally and in writing. Students who earn a degree complete the program with a portfolio of work for consideration by transfer institutions, evaluation by potential employers, or for their own personal use.

For more information, visit the arts website at EverettCC.edu/Arts, call 425-388-9501, or email arts@everettcc.edu.

Learning Communities

Learning Communities are created through co-registration (block scheduling) that links two or more existing courses. Students take the courses together and have an opportunity for deeper understanding and integration of the subjects and materials being studied. The communities are usually structured around a theme, allowing students to think critically and to look at issues from multiple perspectives. The format provides greater interaction between students and between students and teachers, and supports students by creating social networks.

Some learning communities are organized around an academic major or program at the college, such as the Ocean Research College Academy (ORCA). Other Learning Communities are organized around a specific interest, such as nonviolence, the stress of social problems, or cultural awareness. Still other Learning Communities link a skill-focused course (e.g., English Composition) with a content-focused class (e.g., Geology).

Some advantages of taking a Learning Community are:

- Since more than one course is shared with the same classmates, the result is a friendly, supportive learning environment in which friendships are easily made.
- Learning Communities increase opportunities to learn more effectively. Assignments are coordinated between the courses, which helps students to manage their time and earn better grades.
- Instructors often focus on a central theme or question. This helps make class discussions and assignments more interesting and stimulating.
- Students learn how to build connections between ideas and disciplines. This not only supports the linked courses, but benefits future study, work, and life situations also.
- Options to learn about and gain skills for the work world are offered through the Service Learning component of some learning communities.

Learning Communities are linked classes, and students seeking to drop one class and not the other must receive written instructor permission to remain in the class. For more information about how Learning Communities can help a student complete the degree and certificate goals, students should make an appointment with their program advisor or visit our Advising Center (Everettcc.edu/Advising)

ADMISSION

Getting Started

The Enrollment Services office provides primary entry services to prospective students. Enrollment Services coordinates admission, assessment/testing, and the registration processes. You can also discover more about Everett Community College on our website at EverettCC.edu. Email inquiries may be sent to admissions@everettcc.edu.

Eligibility to Attend

To attend Everett Community College through regular admission and registration, a student must be a high school graduate, have earned a GED, or be at least 18 years of age by the first day of the intended start quarter.

Special admission requirements for students still in high school or under the age of 18 are described below.

Persons who wish to attend EvCC while still in high school may be considered for enrollment through Running Start, CTE Dual Credit, College in the High School, and Special Admission for Underage Students. See those sections on the next few pages for more information about those options. All options require some advance planning and application.

Students aged 16 and over who meet the provisions of "Title III-Adult Education Program" may enroll in certain adult basic education classes for the purposes of improving basic skills or completing their high school diploma or GED or participating in English Language Acquisition classes. Students should email transitional@everettcc.edu for admission requirements.

There are special admission requirements for international students. Please refer to International Student Admissions for more information.

Some college programs may require a high school diploma, GED, or equivalent for admission.

To gain admission and continue enrollment, a student must be competent to benefit from the curricular offerings of the college as described by the EvCC's Satisfactory Progress, Low Scholarship and Academic Probation policies, and by demonstrating conduct that is not disruptive to the learning environment but is consistent with the purpose of the institution.

Get Started Process Summary

The Get Started checklist is available on EvCC's website at EverettCC.edu/GetStarted and in handout form in the Enrollment Service office (Parks Student Union, room 201) to assist students in navigating college processes. The Get Started checklist is:

1. Explore our Educational Pathways
Find the right one for you!
EverettCC.edu/Pathways

2. Apply Online for Admission
Your acceptance email or letter will include your ctcLink Student ID number and PIN.
EverettCC.edu/Admissions

3. Find Ways to Pay for College
Learn about your funding options.
EverettCC.edu/WaysToPay

4. Complete Orientation
New students must complete orientation before registering for classes.
EverettCC.edu/Orientation

5. Establish Placement for Classes
Most students need math and English placement before registering for classes.
Everettcc.edu/Placement

6. Complete Entry Advising & Select a Pathway
Students are required to complete entry advising before selecting first quarter classes. See hours and contact information:
EverettCC.edu/Advising

7. Register & Pay for Classes
Register and pay in person or online through ctcLink. See payment deadlines at EverettCC.edu/Deadlines.

Admission and Get Started Details

Applying for Admission

New Students: Applications for new students are accepted any time, though we recommend applying at least three months in advance of the quarter you intend to start. This will ensure time to complete the "Get Started" steps and be ready to register at the start of open registration. For more information, visit EverettCC.edu/GetStarted.

Students who maintain continuous enrollment do not need to re-apply for admission each term; instead, you will receive current student registration access times to register for each upcoming term.

If it has been more than 4 quarters since you applied, but you haven't taken classes, you will need to complete a new application.

Students Returning after an Absence: Students who have been absent more than four quarters and wish to return need to complete a new application and may register during Open Registration. Please see our Important Dates and Deadlines calendar, EverettCC.edu/Deadlines.

Returning students can find out more information online at EverettCC.edu/Returning.

Admission Procedures for Transfer Students

New transfer students should follow and complete the Get Started list at EverettCC.edu/GetStarted.

It is your responsibility to contact other institutions you have attended and request that your official transcripts be forwarded to the EvCC Enrollment Services office. It is also a good idea to request an additional unofficial copy for your personal records. Your transcripts are used for advising purposes.

If you have college credits that you would like applied toward your EvCC degree program, we will evaluate your official transcripts upon your written request. A Transfer Credit Evaluation Request form is available at EverettCC.edu/StudentForms. The General Transfer Credit Practices section below includes EvCC's Transfer Credit Policies.

EvCC does not count previous grades or credits taken at other institutions in determining registration priority.

Admissible students are sent information about placement, orientation, advising, and registration. Keep reading for details.

Placement

New students who wish to register for more than seven credits or who are planning to enroll in classes with math and/or English prerequisites must obtain English and/or math placement prior to registering for classes. Placement requirements assist students and advisors in selecting the right courses for student success. Please visit the placement webpage for additional information at Everettcc.edu/Placement.

Placement Reciprocity

At all Washington community and technical colleges, system policy states that a student who qualifies for entry into a math or English class, either through course completion or local skills assessment, will be considered to have equivalent placements in those disciplines at every community and technical college in the state even if the course titles may not be exact equivalents. Placement reciprocity is embedded in the placement process at EvCC.

Mandatory Orientation & Entry Advising

As part of the entry and registration process, orientation and advising are available to newly admitted students.

Orientation is mandatory for all new students and some students who have

participated in off-campus college-level courses while still in high school. Students may complete orientation online at their own pace or via an online zoom Orientation Session. (Everettcc.edu/Orientation)

Entry Advising is mandatory for most new students. Advisors aid students in planning their class schedules, selecting a pathway, and identifying goals and success strategies. Degree-seeking students are recommended to meet with their faculty advisor. Visit EverettCC.edu/Advising for information about entry advising and for a list of majors and programs that are exempt from the entry advising requirement.

College Success Course

New degree-seeking students are required to take the college success course. Students may choose between College Success 101, Health Professions 101 or STEM 101. During entry advising, students will be advised into the appropriate course for their goals.

Admission Procedures for Selective Programs

Admission to EvCC does not guarantee admission to a particular program or course like our Nursing or Accounting BAS. Students should consult the program's website or Program checklist for specific admission requirements for major fields or programs of study. Program checklists are available at EverettCC.edu/CGuides.

International Student Admission

Everett Community College welcomes qualified international students. The International Admissions Team will answer questions about the application process and provide services during enrollment. Applications are accepted for all quarters. To apply as an International Student, email the following to intadm@everettcc.edu:

1. Submit an International Student Application (available at EverettCC.edu/International). Aviation, Avionics, Cosmetology, Nursing, Bachelor's of Applied Sciences in Accounting and Welding majors have additional admission requirements.

2. Submit official transcript(s) of courses and grades from secondary school (high school) and from college or university, if attended. Students 16 years or older who have not graduated from high school will generally attend the High School Completion program. Students under the age of 16 with no high school diploma should reach out to International Admissions for eligibility.

3. Submit a current (within the last six months) financial statement certifying the ability to pay for the costs of education and accommodation in the United States for at least one academic year (nine months).

4. Submit a non-refundable application fee. Check EverettCC.edu/International for the fee amount. This may be paid via U.S. check, money order, or credit card.

5. Submit TOEFL or other English placement alternatives, if available. EvCC does not require prior placement, however, students who have taken alternative English placement tests may be able to use their scores for class placement. The complete list of placement is available online at EverettCC.edu/International.

6. Submit a copy of the student's passport photo page, as well as any other U.S. visas currently stamped in the passport.

7. If you are an international student currently attending college in the United States, you must also submit a Transfer In Verification Form (available at EverettCC.edu/International), a copy of the visa page of your passport, and a copy of all previously issued I-20s.

EvCC is authorized under federal law to enroll non-immigrant students in F-1 and M-1 statuses. Other non-immigrant statuses could also enroll at EvCC. Inquiries should be addressed to: Everett Community College, International Education Office, 2000 Tower Street, Everett, WA 98201-1390, U.S.A. Send email to intadm@everettcc.edu. Our website has additional information for international students, including arrival, mandatory orientation, local information,

student housing options, student activities, and more. Go to EverettCC.edu/International.

Dual Credit Programs and Underage Admissions

EvCC has a variety of options for students currently in high school, or in some cases no longer in high school, to participate in college courses.

Running Start

The Running Start program provides tuition-free, college-level courses for high school juniors and seniors to take at one of our EvCC campuses or online.

Credits earned through EvCC may be used to meet both high school and college requirements. While attending college classes, services and activities (except financial aid and athletics) are available.

To qualify for Running Start, a student must:

- be under 21 years of age;
- be enrolled as a junior or senior in a Washington state public high school;
- have earned less than enough credits for a high school diploma as of the beginning of the year; and
- submit the Running Start application online and qualifying placement documentation.

Interested students should contact their high school counselor to discuss the Running Start program. Information is also available at EverettCC.edu/RunningStart or via email at runningstart@everettcc.edu.

College in the High School

College in the High School (CHS) is a cooperative program between local school districts and the college.

EvCC's College in the High School program is accredited by the National Alliance of Concurrent Enrollment Partnerships, nacep.org.

The CHS program allows high school students, 9th through 12th grade, the opportunity to earn EvCC college credit while simultaneously earning their high school credit for approved advanced high school courses. The courses are taught by qualifying high school teachers who work closely with EvCC faculty mentors to ensure that the work that the students perform in the high school course is equivalent to the EvCC course.

The courses are transferable to most universities and are often related to Advanced Placement offerings in the high school. Students receive college credit and grades upon successful registration with the college. There is no cost to students for College in the High School. Questions about the College in the High School program may be directed to collegeinhs@everettcc.edu, or go to EverettCC.edu/CHS.

CTE Dual Credit

High school students can earn college credit for successfully completing high school courses taught in their high school through EvCC's Career and Technical Education (CTE) Dual Credit program.

High school students register in select vocational and technical courses that meet performance standards and are eligible for college credit. Registration is completed through the SERS for CTE Dual Credit: ctesers.org/Account/StudentLogin. College credit can be received if students formally request to have their college class transcribed and they earn at least a C grade.

CTE Dual Credit courses prepare students for post-secondary education or a career that gives them a foundation for entering a globally diverse workforce. For more information students are encouraged to speak to their teachers or their counselor.

Students may also email cte@everettcc.edu. A full description of this program is available at EverettCC.edu/CTEDualCredit.

Special Admission for Underage Students

During Fall, Winter and Spring quarters, students who are under the age of 18, who have not completed high school or a GED, and who are not in the Running Start program, may enroll upon approval from the High School Partnerships office for special admission. Application for special admission must be submitted at least two weeks prior to the quarter. Contact the High School Partnerships office at 425-388-9040.

SummerSmart

Summer quarter offers many opportunities for students under the age of 18 who have not yet earned their high school diploma or GED. Enrollment in classes for either personal interest or to meet high school requirements is allowed following placement. Go to EverettCC.edu/SummerSmart

TRANSFER CREDIT POLICIES

Everett Community College recognizes academic credits earned at other regionally accredited post-secondary institutions. Equivalencies are assessed based on academic level and core learning outcomes. Courses that do not have a clear match to our catalog courses are assigned a non-catalog course number (777/888/999), to allow credit to be awarded within a specific academic discipline. Other sources of education, such as nationally accredited institutions, prior learning experiences, or tests may be considered, as described in one of the five options below.

Credentials Evaluations are processed for students who have previously attended or are currently registered for classes at Everett Community College.

To request for a Credentials evaluation, a student needs to submit a Transfer Credit Evaluation Request form (at EverettCC.edu/StudentForms), along with sealed, official transcripts. Credentials evaluation takes about 4-6 weeks, so early action is recommended. Contact Enrollment Services for more information.

Transcripts submitted to EvCC will not be returned to the student or another entity.

General Transfer Credit Practices

An official credit evaluation is completed based on official transcripts and records; an official transcript is one that is produced and sealed by the originating institution and delivered or mailed unopened to the Enrollment Services office.

At this time, EvCC only accepts electronic transcript submission through the sending school's 3rd party transcript delivery services, e.g. National Student Clearinghouse, Parchment services, or from within the Washington state community and technical college system.

Because completion of at least 30 EvCC credits are required for eligibility for an associate degree, a maximum of 60 quarter credits may be applied as transfer credit toward a degree. A maximum of two-thirds of the credits required for a certificate may be applied as transfer credit.

Only those credits that meet certificate or degree requirements may be applied.

Semester credits earned at another college or university are converted to quarter credits on a basis of 1.5 quarter credits for each semester credit. For example, 3 semester credits = 4.5 quarter credits.

EvCC does not grant credit for religion or theology courses that are sectarian in nature. Transfer credit will not be awarded for duplicate coursework.

For certain programs, some credits may be non-applicable due to their age. Students should make an appointment with their program advisor for more information.

Generally, only lower-division (100 and 200-level) coursework (or equivalent) will be considered. Exceptions may be granted on a case by case basis.

Awarded transfer credits from transcript evaluation completed will not be shown on the EvCC transcript - only the total number

of transfer credits awarded and the name of the institution from which the credits came will be shown.

Awarded Academic Credit for Prior Learning and Test Credits from transcript evaluation completed after Fall 2021 will appear on the transcript.

Details of the transfer credits can be found in the student's ctcLink Transfer Credits page, ctclink Academic Advisement Report or Starfish Degree Planner. Awarded transfer credits do not count towards the student's EvCC GPA.

Articulation and Reciprocity

EvCC subscribes to the statewide policy on inter-college transfer and articulation among Washington public and private colleges and universities endorsed by the public and private colleges and universities of Washington and the State Board for Community and Technical Colleges and adopted by the Washington Student Achievement Council. This policy deals with the rights and responsibilities of students and the review and appeal process in transfer credit disputes. For more detailed information, contact Enrollment Services.

Washington community and technical colleges (CTCs) offer reciprocity to students transferring within the CTC system who are pursuing the Direct Transfer Agreement (DTA) degree or the Associate in Science - Transfer (AS-T) degree. Students who completed an individual course that met distribution degree requirement(s) or fulfilled entire areas of their degree requirements at one college will be considered to have met those same requirements if they plan to complete the same degree when they transfer to another community or technical college in Washington. These degree requirements include Communication Skills, Quantitative Skills, or one or more Distribution Area requirements.

If courses do not transfer as expected, contact the credit evaluator in Enrollment Services about the reciprocity review. The policies and procedures can be found on our website, EverettCC.edu/TransferCredit, or in the Enrollment Services office.

Transfer Credit Options

1. Credit from Regionally-Accredited Colleges and Universities

Credits from regionally-accredited colleges and universities may be applied toward any of our certificates and degrees, meeting either Distribution Area requirements or electives, at the discretion of the credential evaluator and/or program advisor.

2. Nationally-Accredited Post-Secondary Institutions

Transcripts from schools which are not regionally accredited, but are accredited by national agencies, such as the Accrediting Commission of Career Schools and Colleges of Technology, Distance Education and Training Council, and the Association for Biblical Higher Education, may be reviewed and considered for credits.

A maximum of 60 credits for courses completed at nationally-accredited post-secondary schools may be applied toward EvCC's non-transfer degree/certificates (Associate in Technical Arts, Associate in General Studies, Associate in Fine Arts and Associate in Arts and Science – Option 1) in the non General Education area.

For university transfer programs (DTA): Credit is applicable only to the "B" list electives (15 credits maximum). Be aware that some other colleges and universities may not accept these credits.

3. International Colleges and Universities

Credits from non-U.S. colleges and universities, recognized within their educational systems, may be applied toward any of our certificates and degrees, meeting either requirements or electives, at the discretion of the credential evaluator and/or program advisor.

An initial evaluation is required to be completed by an outside evaluation

agency that is a member of NACES. They will require an official copy of your transcript, and their report will need to be submitted to EvCC. Please also submit an official transcript, as well as a copy of the catalog or course description(s) to EvCC.

The Enrollment Services office can provide more details about this process and how to contact one of these agencies. More information is available at EverettCC.edu/TransferCredit.

4. Academic Credit for Prior Learning

Everett Community College recognizes the evidence-based value of Academic Credit for Prior Learning (ACPL) in opening access to higher education, in closing opportunity gaps in degree pathways, and in promoting equitable credential completion. In keeping with Goal 2.2.2 of EvCC Strategic Plan, with RCW 28B.77.230, with NWCCU Standard 1.C.8, with SBCTC Policy 4.10.40 and with the Ten Standards of Assessing Learning published by the Council of Adult and Experiential Learning (CAEL), the following policy is designed to:

1. Expand and make equitable institutional recognition of the diverse formal and informal pathways through which students may acquire college-level learning.
2. Ensure that credit award decisions are applied equitably for all students, regardless of the particular department, program of study, mode of learning or ACPL category. 3. Ensure that academic credit is awarded on the basis of evidence of learning not on the basis of experience alone or on time spent.
4. Establish consistent processes for the assessment, award, and transcription of academic credit for prior learning at EvCC.
5. Clearly and transparently promote ACPL opportunities to new and continuing students across all divisions and programs.
6. Create equity-minded protocols to engage and support learners throughout the ACPL process.
7. Increase the number of students, especially BIPOC students and non-traditional learners, awarded ACPL credits for the diverse college-level learning they bring to the college. 8. Close opportunity gaps in retention and completion by honoring diverse pathways to degree attainment.

All enrolled students are eligible for ACPL.

In accordance with RCW 28B.77.230, this policy defines prior learning as "the knowledge and skills gained through work and life experience; through military training and experience; and through formal and informal education and training from in-state and out-of-state institutions including foreign institutions."

Determinations of ACPL credit awards are subject to the same academic grievance process that governs all academic decisions at EvCC.

How to apply for ACPL
Please refer to EverettCC.edu/TransferCredit for instructions on how to apply for ACPL credit.

ACPL Fees
ACPL fees support ACPL application, assessment and transcription processes. Neither the success of the application, nor the number of credits requested or awarded, has any bearing on EvCC's ACPL fee structure. Fees are charged when students submit their application. All ACPL fees are posted on EvCC's website at EverettCC.edu/TransferCredit. ACPL fees are non-refundable and must be paid prior to completing the assessment. Payment does not ensure approval of credit.

ACPL Limitations
The following are the limitations for credit earned via Academic Credit for Prior Learning:

- No more than 50% of any professional or technical credential (certificate or degree) may be awarded through ACPL.
- Students may not seek ACPL credit for a course in which they were previously enrolled.
- ACPL credit must be applicable to students' academic or professional program of study. In some cases, up to a level of 15 credits maximum, students may receive elective credit for college level learning even when an equivalent course is not listed in the college catalog, but the credit so awarded must still fit within the student's program.
- Many four-year institutions may or may not accept ACPL as transfer credit. Students are responsible for consulting with their advisor or other college resources to ensure they understand ACPL transfer policies for specific four-year institutions. Per SBCTC Policy 4.10.40, credit earned through Academic Credit for Prior Learning at one college will be accepted toward the appropriate course or program at any other community and technical college in the Washington State system.

How is ACPL Transcribed

For all ACPL methods except Challenge Exams, a letter grade of S for the specific ACPL topic is added to the student transcript after a signed formal recommendation is submitted to Enrollment Services by the faculty member or designee. Challenge exams will be assigned a letter grade commensurate with the students' performance on the exam. All ACPL will be transcribed for the quarter in which the assessment is completed.

In accordance with Washington state protocol, credits awarded for Extra Institutional Learning, Prior Experiential Learning or Challenge Exam will be designated as Other Credit on the transcript; credits awarded through Credit by Testing will be designated as Test Credit on the transcript. Unique codes will be used to assist in tracking and reporting credits awarded through ACPL.

Types of ACPL

Per SBCTC Policy 4.1.40, EvCC will award Academic Credit for Prior Learning according to the the following four methods:

4a. **Credit by Testing:** Credit by examination is granted for minimum test results in the following nationally normed examination programs: College-Level Examination Program (CLEP), DSST (or DANTES), Advanced Placement (AP), Cambridge International (CI) and International Baccalaureate (IB). For AP, CI, and IB, minimum scores required to earn credit follow the guidelines as established by the state board and are posted on the college's exam crosswalk in order to be easily accessible and available to students. Please note: Per state policy, students seeking to apply approved CLEP or DSST credits to the Direct Transfer Agreement (DTA) are limited to a maximum of 15 restricted elective credits. Students interested in transferring to a four-year university should check the requirements of their target school to determine the best way to use their exam credits.

Advanced Placement Examinations (AP)

Official Score reports are required. For Score Reports, please visit collegeboard.org

Examination	Score	EvCC Equivalency	Quarter Credits
African American Studies	3, 4 or 5	SS or Hum	5
Art-Art History	3, 4 or 5	ART& 100	5
Art-Studio Drawing	3	Elective (A)	5
Art-Studio Drawing	4 or 5	ART 115	5
Art-2D Design	3, 4 or 5	Hum Distribution	5
Art-3D Design	3, 4 or 5	Hum Distribution	5
Biology	3, 4 or 5	BIOL& 100	5
Pre-Calculus	3	MATH& 141	5
Pre-Calculus	4 or 5	MATH& 141 and 142	10
Calculus AB	3, 4 or 5	MATH& 151	5
Calculus BC	3, 4 or 5	MATH& 151 and 152	10
Chemistry	3, 4	CHEM& 121/161	5/5.5
Chemistry	5	CHEM& 161 and 162	11
Chinese-Lang & Culture	3, 4	CHIN& 121	5
Chinese-Lang & Culture	5	CHIN& 121 and 122	10
Computer Science A	3	Elective	5
Computer Science A	4 or 5	CS& 141	5
Computer Science AB	3, 4 or 5	Elective	5
Comp Sci Principles	3, 4 or 5	CS 110	5
Economics (Macro)	3, 4 or 5	ECON& 202	5
Economics (Micro)	3, 4 or 5	ECON& 201	5
English-Lang & Comp	3	Elective	5
English-Lang & Comp	4, 5	ENGL& 101	5
English-Lit & Comp	3, 4, or 5	Humanities	5
Environmental Science	3	ENVS& 100	5
Environmental Science	4, 5	ENVS& 101	5
French-Language	3	FRCH& 121	5
French-Language	4	FRCH& 121 and 122	10
French-Language	5	FRCH& 121, 122, 123	15
French-Literature	3	FRCH& 121	5
French-Literature	4	FRCH& 121 and 122	10
French-Literature	5	FRCH& 121, 122, 123	15
Geography-Human	3, 4, or 5	GEOG 777S	5
German-Language	3	GERM& 121	5
German-Language	4	GERM& 121 and 122	10
German-Language	5	GERM& 121, 122, 123	15
Government & Pol US	3	Elective	5
Government & Pol US	4, 5	POLS& 202	5
Government–Comparative	3	Elective	5
Government–Comparative	4, 5	POLS& 101	5
History-American (US)	3	HIST& 146	5
History-American (US)	4 or 5	HIST& 146 and 147	10
History-European	3	HIST 111	5
History-European	4 or 5	HIST 111 and 112	10
History–World	3, 4 or 5	HIST 103	5
Italian-Lang	3 or 4	ITAL& 121	5
Italian-Lang	5	ITAL& 121 and 122	10
Japanese-Lang	3 or 4	JAPN& 121	5

Examination	Score	EvCC Equivalency	Quarter Credits
Japanese-Lang	5	JAPN&121 and 122	10
Latin-Literature	3, 4 or 5	Hum Distribution	5
Latin-Lit/Culture	3, 4, or 5	Hum Distribution	5
Latin-Virgil	3	Elective (A)	5
Latin-Virgil	4	Hum Distribution	5
Latin-Virgil	5	Hum Distribution	10
Music-Listening & Lit	3, 4, or 5	MUSC& 105	5
Music-Theory	3, 4, or 5	MUSC& 141	5
Physics 1	3	PHYS 777	5
Physics 1	4 or 5	PHYS& 114	5
Physics 2	3	PHYS 777	5
Physics 2	4 or 5	PHYS& 115	5
Physics B	3, 4 or 5	PHYS 777	5
Physics C (Mech)	3	PHYS 777	5
Physics C (Mech)	4 or 5	PHYS& 241 and 231	5
Physics C (E&M)	3	PHYS 777	5
Physics C (E&M)	4 or 5	PHYS& 243	4, no lab credit
Psychology	3	Elective (A)	5
Psychology	4 or 5	PSYC& 100	5
Spanish-Language	3	SPAN& 121	5
Spanish-Language	4	SPAN& 121 and 122	10
Spanish-Language	5	SPAN& 121, 122, 123	15
Spanish–Lit & Culture	3	SPAN& 121	5
Spanish–Lit & Culture	4	SPAN& 121 and 122	10
Spanish–Lit & Culture	5	SPAN& 121, 122, 123	15
Statistics	3, 4 or 5	MATH& 146	5

College Level Exam Program (CLEP)

Official Score Reports are required. For official reports, please visit collegeboard.org

*Students must submit the written portion of the exam to be graded for consideration for credit for ENGL& 101.

Please note that some other colleges and universities may not accept these credits. For transfer degrees, credits awarded for CLEP generally can only be applied as B List (Restricted) Electives, maximum 15 credits.

CLEP Examination	Min.Score	EvCC Equivalency	Quarter Credits
Financial Accounting	50	ACCT& 201	5
Financial Accounting	65	ACCT& 201 and 202	10
Principles of Management (Needs culminating project)	50	BUS 200	5
Principles of Marketing (Needs culminating project)	50	BUS 150	5
American Literature	50	ENGL 240	5
Analyzing & Interpreting Lit. (Must write and submit the optional essay)	50	ENGL& 111	5
English Literature (Must write and submit the optional essay)	50	ENGL 229	5
College Composition Modular	50	ENGL& 101*	5
History: US I	50	HIST& 146	5
History: US II	50	HIST& 148	5
History: Western Civilization I	50	HIST 111	5
History: Western Civilization II	50	HIST 112	5
Humanities	50	HUM& 101	5
Information Systems and Computer Applications	50	IT 101	5
French	51	FRCH& 123	5
French	63	FRCH& 123 and 223	10
German	51	GERM& 123	5
German	65	GERM& 123 and 223	10
Spanish	51	SPAN& 123	5
Spanish	67	SPAN& 123 and 223	10
College Mathematics	50	MATH& 107	5
College Algebra	50	MATH 138	5
Precalculus	50	MATH& 141	5
Calculus	50	MATH& 151	5
American Government	50	POLS& 202	5
Introductory Psychology	50	PSYC& 100	5
Human Growth and Development	50	PSYC& 200	5

International Baccalaureate

Official IB Score reports are required.

IB SL/HL Exam	Score	EvCC Equivalency	Credits
African History	4	ELECT (A)	5
African History	5 or above	HIST 999	5
American History	4	Elective (A)	5
American History	5 or above	HIST& 146 or 147 or 148	5
Language A	4	Elective (A)	5
Arabic A, Chinese A, French A, Japanese A, Russian A, Spanish A	5 or above	World Language	5
Language B	4	Elective (A)	5
Arabic A, Chinese A, French A, Japanese A, Russian A, Spanish A	5 or 6	World Language	5
	7	World Language	10
Art/Design	4	Elective (A)	5
	5 or above	Humanities distribution	5
Biology	4	Elective (A)	5
Biology	5 or above	BIOL& 100	5
Business & Management	4 or above	Elective (A)	5
Chemistry	4	Elective (A)	5
	5	CHEM& 121 or 161	5
	6 or 7	CHEM& 121 or 161, or 162	5
Computer Science	4 or above	Elective (A)	5
Design Tech	4	Elective (A)	5
	5 or above	ENGR& 104	5
East/Southeast Asia & Oceania History	4	Elective (A)	5
	5 or above	HIST 999	5
Economics	4	Elective (A)	5
	5	ECON& 201	5
	6 or 7	ECON& 201 and 202	10
English A Literature	4	Elective (A)	5
	5 or above	ENGL& 111	5
English A Language & Literature	4	Elective (A)	5
	5 or above	ENGL& 101	5
European History	4	Elective (A)	5
	5 or above	HIST 111 or 112	5
Geography	4	Elective (A)	5
	5 or above	GEOG 777S	5
Global Politics	4 or above	Elective (A)	5
Information Technology	4 or above	Elective (A)	5
Mathematics	4	Elective (A)	5
	5 or 6	MATH& 142	5
	7	MATH& 151	5

Further Mathematics	4	Elective (A)	5
	5 or above	MATH& 151	5
Music	4	Elective (A)	5
	5 or above	MUSC& 105	5
Philosophy	4	Elective (A)	5
	5 or above	PHIL& 101	5
Physics	4	Elective (A)	5
	5 or above	PHYS& 114, 115, and 116	15
Psychology	4	Elective (A)	5
	5 or above	PSYC& 100	5
Social & Cultural	4	Elective (A)	5
Anthropology	5 or above	ANTH& 206	5
Sports,	4 or above	Elective (A)	5
Exercise & Hlth Science			
Theatre	4	Elective (A)	5
	5 or above	DRMA& 101	5
Visual Arts	4	Elective (A)	5
	5 or above	ART& 100	5

CI – Cambridge International Examination

The chart provided in this section represents course equivalencies awarded for each Cambridge International (CI) exam score and recognized by all community and technical colleges in Washington. Colleges may award additional credits based on local policies, when appropriate, but should not award course equivalency credit for scores lower than those listed in this table.

4.60.53 Cambridge (CI)

Washington state community and technical colleges will award unrestricted elective credit for a Cambridge (CI) score of E on A and AS level exams. Credit will be awarded on the basis of official CI results, not transcript notation. Credits granted for general education or major requirements will be specified by the receiving institution's CI credit policies; otherwise, elective credit will be granted. Requirements of the Associate of Arts (AA) General Transfer degree allow ten (10) credits maximum from any single department for Humanities Social Sciences and Natural Sciences distribution requirements. A maximum of five (5) credits of World Language can be used for Humanities distribution.

For Cambridge exams that are not listed here (Afrikaans, Arabic, Divinity, Hindi, Hinduism, Information Technology, Islamic Studies, Law, Portuguese, Tamil, Travel & Tourism, or Urdu), please contact your college's Office of Admissions or Enrollment Service.

Name	Exam	Minimum Credit
Accounting	A Level	ACCT& 201, ACCT&202, and ACCT&203 (15)
Accounting	AS Level	General electives (5)
Art & Design	A Level	Humanities Distribution in art (10), and general electives (5)
Art & Design	AS Level	Humanities distribution in art (7.5)
Biology	A Level	Natural Science Distribution in biology, with lab (10), and general electives (5)
Biology	AS Level	Natural Science Distribution in biology, with lab (7.5)

Business	A Level	BUS&101 (5) and business electives (10)
Business	AS Level	BUS&101 (5) and business electives (2.5)
Chemistry	A Level	CHEM&161, CHEM&162, and CHEM&163 (15)
Chemistry	AS Level	Natural Science Distribution in chemistry, with lab (7.5)
Chinese	A Level	World language (10) and humanities distribution (5)
Chinese - Language	AS Level	World language (7.5)
Classical Studies	A Level	Humanities Distribution (10), and general electives (5)
Classical Studies	AS Level	Humanities distribution (7.5)
Computer Science	A Level	Computer science for non-majors (5) and general electives (10)
Computer Science	AS Level	Computer science for non-majors (5) and general electives (2.5)
Digital Media & Design	A Level	Humanities Distribution (10) and general electives (5)
Digital Media & Design	AS Level	Humanities Distribution (7.5)
Drama	A Level	DRMA&101 (5), humanities (5) and general electives (5)
Drama	AS Level	DRMA&101 (5), and general electives (2.5)
Economics	A Level	ECON&201 (5), ECON&202 (5), and general electives (5)
Economics	AS Level	Social science distribution in economics (7.5)
English - Language	A Level	General electives (15)
English - Language	AS Level	General electives (7.5)
English - Language and Literature	AS Level	General electives (7.5)
English - Literature	A Level	Humanities distribution (10) and general electives (5)
English - Literature	AS Level	General electives (7.5)
English General Paper	AS Level	General electives (7.5)
Environmental Management	AS Level	Natural science distribution, with lab (7.5)
French	A Level	FRCH&121, FRCH&122, and FRCH&123 (15) ...UW Awards 200-level credit
French - Language	AS Level	FRCH&123 (5) and humanities distribution (5)
Geography	A Level	Social science distribution (10) and general electives (5)
Geography	AS Level	Social science distribution (7.5)
German	A Level	GERM&121, GERM&122, and GERM&123 (15) ...UW gives primarily 300-level credit
German - Language	AS Level	GERM&123 (5) and humanities distribution (5)
Global Perspectives and Research	A Level	General electives (15)
Global Perspectives and Research	AS Level	General electives (7.5)
History	A Level	Humanities or social science distribution in history (10 in one or 5 in each) and general electives (5 to 10)
History	AS Level	Humanities or social sciences distribution in history (7.5)
Japanese - Language	AS Level	World language (5) and humanities distribution (2.5)

Marine Science	A Level	Natural science distribution, with lab (10) and general electives (5)
Marine Science	AS Level	Natural science distribution, with lab (7.5)
Mathematics	A Level	MATH&151 (5), MATH&152 (5), and mathematics electives (5)
Mathematics	AS Level	Mathematics electives (7.5)
Mathematics - Further	A Level	MATH&146 (5), MATH&153 (5), and mathematics electives (5)
Mathematics - Further	AS Level	Mathematics electives (7.5)
Media Studies	A Level	Humanities distribution in communication (10) and general electives (5)
Media Studies	AS Level	Humanities distribution in communication (7.5)
Music	A Level	Humanities distribution in music (10) and general electives (5)
Music	AS Level	Humanities distribution in music (7.5)
Physical Education	A Level	General electives (15)
Physical Education	AS Level	General electives (7.5)
Physics	A Level	PHYS&114, PHYS&115, and PHYS&116 (15)
Physics	AS Level	Natural science distribution in physics, with lab (7.5)
Psychology	A Level	PSYC&100 (5), social science distribution in psychology (5), and general electives (5)
Psychology	AS Level	Social science distribution in psychology (7.5)
Sociology	A Level	SOC&101 (5), social science distribution in sociology (5), and general electives (5)
Sociology	AS Level	Social science distribution in sociology (7.5)
Spanish	A Level	SPAN&121, 122, and 123 (15)
Spanish - Language	AS Level	General electives (7.5)
Spanish - Literature	AS Level	Humanities distribution (7.5)
Thinking Skills	A Level	Humanities or social science distribution in philosophy (10 in one or 5 in each) and general electives (5 to 10)
Thinking Skills	AS Level	Humanities or social science distribution in philosophy (7.5)

4b. **Prior Experiential Learning**: Students may request to have their prior learning assessed through completing and submitting a learning portfolio. The student creates a portfolio of prior experiences, articulating how the prior learning led the student to mastery of specific course learning outcomes. Because the Prior

Learning portfolio requires a significant investment of time, **permission from a faculty advisor is required before students can begin the process.** The portfolio should include evidence of meeting learning outcomes, including certificates, employer testimony, detailed description of completed projects etc. Students may be encouraged to take an ACPL Portfolio course to support them through the process of articulating and documenting their learning.

4c. **Extra-Institutional Learning**: Students may be awarded credit knowledge and skills acquired outside a higher education institution but objectively verified through third-party certifications. As designated and approved by appropriate faculty, this category may include military training/experience assessed by the American Council on Education (ACE), and industry and/or

professional certification (i.e. accredited trades training), Police, Fire… etc.. Relevant program faculty identify extra institutional learning, establish credit equivalencies, and document these in an ACPL crosswalk.

Additional Information for Military Training and Education Records

EvCC uses recommendations made by the American Council on Education as a guide when evaluating military training and education records. Request your Joint Services Transcript at jst.doded.mil. Upon your request, they will send a copy to us.

For the U.S. Air Force, please go to Community College of the Air Force (CCAF) at airuniversity.af.edu/Barnes/CCAF.

Per VA regulations, students using VA education benefits must submit official military transcripts and all previous college transcripts for transfer credit evaluation. VA does not pay for repeated credits.

4d. **Challenge Exams:** Students may demonstrate that they have met the learning objectives of EvCC courses through successfully completing a challenge exam. As determined by the appropriate faculty, course challenge exams can take multiple formats (including written exams, oral exams or interviews, practical skills demonstrations) through which a student demonstrates achievement of specific course objectives. Department faculty are encouraged to identify which courses in their purview are eligible for challenge exams and to develop the examination format and minimum score which must be met to award credit. Students earning ACPL through Challenge Exams will be awarded a letter grade commensurate with their performance on the exam.

Challenge Exam Process (Course Challenge)

A student who is currently enrolled at Everett Community College may apply for credit by examination (course challenge). Course challenge examinations are sufficiently comprehensive to determine that the student has the same knowledge and skills as those students who enroll in and successfully complete the course.

A student should have previous training, private study, work experience, or other bona fide qualifications indicating the student has knowledge or abilities equivalent to course completers. During the quarter credit by examination is requested, a student must be regularly enrolled at the college for credit coursework other than the course to be challenged.

To start the process for a course challenge, a student should contact the instructor of the course to discuss the student's background and readiness to challenge the course successfully. This should be done prior to the beginning of the quarter. If the discussion is positive, written approval must be gained from the instructor and division dean on the Application for Course Challenge form, available in Enrollment Services or a division office. Students must meet all eligibility criteria and pay the established non-refundable fee at the Cashiers Office prior to submitting the form to the Enrollment Services office. The form must be submitted to Enrollment Services before the 10th calendar day of the quarter.

Students must complete the requirements of the course challenge, which may be written, oral or skills tests, by the50th day of the quarter, unless a brief extension is approved prior to that date by the instructor.

In some cases, a student may be registered for a course that they decide to challenge instead. In that case, the student has paid regular tuition and fees for the course, which may be refunded only if the student withdraws by the published refund

deadlines; the student must also withdraw in order to avoid earning a grade. The student must make a decision early in order to challenge a course.

Please consult with the Enrollment Services office about the process. Dual registration in the course and completion of a challenge for the same course results in cancellation of the credit and grade for the challenge, and the transcript will reflect only the registered course and the grade for that course.

Activity courses or courses taken previously at regionally accredited institutions may not be challenged.

Courses previously taken for audit at EvCC may not be challenged. An individual course may be challenged only once.

Traditional letter grades (A through F) will be issued on completion of the examination. Plus or minus grades may be utilized at instructor discretion in accordance with college procedures. Students not taking the examination will be issued an F or a V at the instructor's discretion.

REGISTRATION

A student becomes officially enrolled in a class by registering for it. The registration process includes selection of classes, submission of a completed class registration form or completion of our online registration process, and payment or billing of tuition and fees. All previous fines and debts to the college must be paid before a new registration may be accepted. Detailed registration procedures are available at EverettCC.edu/Classes.

Registration times for currently enrolled students are assigned prior to each registration period; the assigned times are based on cumulative credit hours earned at Everett Community College.

Students that have completed:

- 58+ credits will be assigned the 1st day
- 16 - 57.9 credits will be assigned the 2nd day
- 0 - 15.9 credits will be assigned the 3rd day
- Students that have only taken Transitional Studies classes will be assigned the 3rd day

Completed classes are recorded on a student's EvCC transcript.

Students who have not attended EvCC within the past four quarters need to re-apply and can register during open registration, as long as there are no registration blocks on their account, and they meet all class prerequisites.

For some classes, the permission of the instructor is required before registering. After the second day of the quarter instructor permission is required to register in any class.

Students receiving services through the Center for Disability Services (CDS) may be eligible for priority registration. Students must contact the Center for Disability Services at 425-388-9272 at least six weeks prior to the beginning of the quarter in which enrollment is desired. Students who are unable to meet the six-week deadline may enroll in the same manner as other students; however, necessary aids may not be available.

Students receiving services through the Veterans' Resource Center may be eligible for priority registration. The Veterans' Resource Center staff determines eligibility.

Full-time Status

For financial aid recipients, veterans, insurance, and all other enrollment verification purposes, full-time status is defined as enrollment in a minimum of 12 quarter-hour credits in a given term.

Part-time status is enrollment in 11 credits or less per term. Half-time status enrollment is 6 to 11 credits.

Note: For Summer quarters only, the Veterans' Resource Center establishes the

minimum credits needed for full-time status for veterans.

Waitlists

When a class reaches its enrollment capacity, a waitlist may be established. Please note that not all classes will have a waitlist. As spaces become available in the class, the student may be moved from the waitlist into the class; standard tuition deadlines apply if this results in an additional tuition charge. Students are not charged tuition and fees while they are on the waitlist.

Students are responsible for monitoring their waitlist status through ctcLink. Waitlists move students into classes until the second day of the quarter. Once the quarter has started, waitlists are frozen and all movement into classes is through instructor permission. Students can no longer join a waitlist once the quarter has started.

Students who do not move from the waitlist into the class prior to the start of class should attend the first class meeting in order to guarantee consideration for moving from the waitlist into the class. For online classes, students can email the instructor for consideration to move from the waitlist into the class.

Students receive permission to enroll into a class from the waitlist with a permission code or written permission issued by the instructor.

Instructors may give students a permission code to register for the class after the quarter starts. Instructors set the expiration date at the moment the code is issued.

Written instructor permission may also be provided via email or a physical signature on an Add/Drop form available in the Enrollment Services Lobby. Written instructor permission is only valid for 2 business days. Written permission may be forwarded to registration@everettcc.edu or brought in-person to Enrollment Services in Parks Student Union Room 201 in order to be enrolled in the class from the waitlist.

Waitlists are purged by the third day of the quarter.

Attendance and Withdrawal Policy

During the first week of the quarter, it is important that students attend all classes for which they are registered.

For in-person classes, a student who does not attend by the beginning of the second class meeting in the quarter and who has not made prior arrangements with the course instructor, may be dropped from the course immediately at the beginning of the second class meeting at the discretion of the instructor.

For online classes, a student who does not log on to the class by the end of the second day of the quarter, completed mandatory first week assignments or who has not made prior arrangements with the course instructor, may be dropped from the course at the discretion of the instructor.

For classes that meet both in-person and online or a combination of different class modalities, instructor's may use a combination of in-person and online participation to determine if a student should be dropped for non-attendance

If a student does not notify the instructor or the division office of their absence, that student may be withdrawn from class. Although it is recommended best practice to report students for non-attendance, faculty are not contractually required to take attendance. The college does not always withdraw the student for non-attendance. The deadline for an instructor to report a student for non-attendance is the 10th day of the quarter (or 8th day for Summer term.)

A student who is not withdrawn by the college or does not officially withdraw themselves may be issued a failing grade by the course instructor, based on non-attendance.

Students withdrawn by the college during the first week under this policy will receive a refund of tuition and fees, if due. Students who are not withdrawn by the

instructor, or who do not withdraw themselves, are not eligible for a refund. See the tuition and refund policy in the next section. Students are responsible for ascertaining their class registration status.

Registration Process and Deadlines

Schedule changes can be made online via ctcLink, by completing an add/drop form in the Enrollment Services office, or by emailing registration@everettcc.edu. Students are unable to add or drop classes over the phone or via text messages.

Students can add classes on a space available basis without instructor permission via the online registration system through the end of open enrollment. Once open enrollment has ended, students can register for class with instructor permission.

Students that wish to drop a class for a full refund and no record on their transcript should drop their class(es) before the sixth instructional day (fourth day for Summer quarter). Students can drop classes online, via email or in-person with Enrollment Services through the 8th week of the quarter (6th week of Summer term.) Instructors do not have the capability to drop students. Students should drop their classes online via ctcLink or in writing with Enrollment Services. Please refer to EverettCC.edu/Deadlines for all refund and registration deadlines.

When a student withdraws from a class, the date the Enrollment Services office receives the completed add/drop form or the date of the electronic transaction is the official date of the withdrawal. All transactions must be completed by the deadline date.

Students are advised to consult EverettCC.edu/Deadlines for the last day to add or drop classes. Most classes fall under the regular schedule of deadlines, but some self-support classes and some classes with early/late start and end times may have different deadlines.

Simply failing to attend a class does not constitute a drop or withdrawal. Students who wish to avoid a failing grade, or who wish to qualify for a refund, must submit a Change of Schedule (add/drop) transaction by the stated deadline.

The college's refund policy applies only to students who withdraw officially and drop their classes online in ctcLink or with Enrollment Services. See Tuition and Fees Refund Policy.

Students with questions about the procedure of dropping a class should contact the Enrollment Services office.

TUITION, FEES AND RESIDENCY

Quarterly Tuition and Fees 2024- 2025

All rates are subject to change. Current rates are posted on EvCC's website at EverettCC.edu/Tuition. Tuition and fees are paid at the time of registration or by the deadline stated for that registration period. If you are receiving financial aid from the college or have a third party paying your tuition and fees, you must contact the Cashiers Office directly to assure the accuracy of your student account.

Undergraduate Tuition

Credits	Resident	Non-Resident Tuition Reduction	Non-Resident*
1-10	$126.36 per credit	$190.15 per credit	$326.90 per credit
11	1,325.88	1,966.51	3,339.48
12	1,388.16	2,031.57	3,409.96
13	1,450.44	2,096.62	3,480.44
14	1,512.72	2,161.68	3,550.92
15	1,575.00	2,226.74	3,621.40
16	1,637.28	2,291.80	3,691.88
17	1,699.56	2,356.85	3,762.36
18	1,761.84	2,421.91	3,832.84
19	1,876.31	2,586.52	4,147.85
20	1,990.78	2,751.12	4,462.86

*Students who are not eligible for resident tuition, but who are permanent residents or citizens of the U.S. living in Washington may be eligible for the Non-Resident

Tuition Reduction rate. See Residency below.

Baccalaureate Tuition

Credits	Resident	Non-Resident Tuition Reduction	Non-Resident*
1-10	$246.38 per credit	$372.03 per credit	$694.36 per credit
11	2,475.93	3,733.40	6,956.70
12	2,488.06	3,746.50	6,969.80
13	2,500.19	3,759.60	6,982.90
14	2,512.32	3,772.70	6,996.00
15	2,524.45	3,785.80	7,009.10
16	2,536.58	3,798.90	7,022.20
17	2,548.71	3,812.00	7,035.30
18	2,560.84	3,825.10	7,048.40
19	2,795.33	4,171.59	7,730.87
20	3,029.82	4,518.08	8,413.34

Transitional Studies Tuition

Tuition for enrollment in Transitional Studies and English Language Acquisition is $25 per quarter.

Special Fees

Most students in college-credit courses will be charged:

1. A technology fee of $4.50 per credit, up to a maximum of $45 per quarter,
2. A Campus Enhancement fee of $5 per credit, up to a maximum of $50 per quarter, and
3. A Green fee of $.50 per credit, up to a maximum of $7.50 per quarter.

Some courses also have special fees for equipment, lab, services, etc.; these fees are listed online at EverettCC.edu/Fees.

The college may charge fees for services such as parking or insurance, etc. Some courses, for which the college does not receive state financial support, charge a class fee, which is added to the total amount of tuition and fees due regardless of the tuition charged for other courses.

Tuition Reduction Programs

State employees and designated educators in the K-12 system may register on a reduced tuition basis beginning the first day of the quarter. Registration prior to the first day of the quarter disqualifies a person from this special tuition reduction. Payment is required for lab fees, special fees, books and other supplies. Tuition reduction is not allowed for Writing Lab, Community Service, Corporate & Continuing Education, self-support classes, special projects, and other courses for which the college has special expenses.

EvCC also offers reduced tuition for seniors (age 60+) who wish to audit classes (for no credit) and for other persons in special categories such as veterans, dependents of deceased or disabled veterans, refugees and students in our High School Completion program. The Enrollment Services office can provide more detailed information on the qualifications for tuition reduction. Registration prior to the first day of the quarter disqualifies a person from this tuition reduction.

Tuition reduction is also available for eligible veterans, and for the spouses and children of disabled and deceased veterans. Eligibility is determined through the EvCC Veterans' Resource Center in Rainier Hall, room 119.

Information about other tuition reduction programs is available through the Enrollment Services office.

Residency

The college determines applicants' residency for tuition purposes based on answers provided by the student on the general academic or professional technical admission application. Non-resident students pay a higher tuition rate than resident students do. All other students are considered to be non-residents for tuition-paying purposes. Some visa and immigration statuses are eligible for resident tuition rates with requested support documentation. Qualifying non-resident students may apply for resident tuition once they make Washington their permanent residence for at least 12 months. Please contact the residency coordinator in Enrollment Services or visit our website for additional information at EverettCC.edu/Residency.

U.S. citizens and permanent residents living in Washington who are not yet eligible for residency in Washington state may be eligible for a partial tuition reduction. Contact Enrollment Services for more information.

Any current non-resident student who wishes to be reclassified as a resident student must complete a Residency Questionnaire and submit supporting documentation for determination of eligibility. Applications for reclassification in the current quarter must be submitted to the Enrollment Services office before the 30th calendar day of the quarter.

If the college discovers an error in the student's residency status during the quarter, the Registrar will determine whether additional tuition and fees are due.

The college may change residency tuition rates to non-resident rates for future quarters if evidence shows the student no longer qualifies for in-state tuition. Students will be given an opportunity to provide supporting documentation to maintain resident tuition rates.

Tuition Payment

By registering, students assume responsibility for payment.

Non-attendance does not constitute a reason to avoid payment. Students must pay their tuition and fees by the deadline as announced on EvCC's Important Dates and Deadlines webpage, EverettCC.edu/Deadlines.

Registration and refund deadlines may differ for classes that don't adhere to standard start and end dates; this is also true for self-support classes which have a separate fee structure. The college reserves the right to bill the student for unpaid tuition and fees incurred by registration and/or to cancel registration of unpaid students.

Returned checks, canceled credit cards, employer refusal to pay, ineligibility for financial aid and other reasons for non-payment may result in disenrollment, a direct bill to the student, and/or referral to a collection agency.

Registration in Corporate & Continuing Education and other self-support programs requires immediate payment.

Students who intend to have their tuition paid through financial aid or other third party, such as an employer, must arrange for the timely completion of those processes to meet the payment deadline.

When in doubt about payment status, contact the Cashiers Office at 425-388-9225.

Tuition may be paid via the EvCC's Cashiers office. Credit card payment can also be made online via ctcLink. Visit EverettCC.edu/Cashiers for payment details.

EvCC offers a tuition payment plan that provides students time and flexibility to pay their tuition and fees to EvCC by splitting the amount owed into three payments, plus a one-time $10 processing fee. Contact the Cashiers Office or visit EverettCC.edu/Cashiers for more information and eligibility requirements.

Tuition and Fees Refund Policy

Tuition and fees refer to full general tuition, operating fees, service and activities fees, technology fees, class fees and lab fees. Some fees are not refundable.

A refund of tuition and fees is made only when a student officially withdraws from a class or from the college and is based upon the refund policy. Date and time of receipt of the add/drop form in the Enrollment Services office or of an electronic transaction using our online registration system establishes the rate at which refunds will be made.

The refund schedule varies depending on the type of class. Refund dates are listed at EverettCC.edu/Deadlines. Refunds can take up to five weeks to process. Refunds for under $10 will only be processed with a written request from the student.

If tuition and fees have been paid by the student's state or federal financial aid, cash, credit or debit card, or other payment methods (ie, scholarships, agency funding, etc.), it is the student's responsibility to officially withdraw from college whether they attended class or not by the quarterly class schedule deadlines. Students who find it necessary to totally withdraw from college should first consult with a faculty adviser or counselor. Failure to follow the required procedures for withdrawal may result in failing grades being submitted; possible repayment of veteran benefits, financial aid, etc., and forfeiture of all claims for refund or tuition and fees.

State-supported classes that begin during the first week of the term

EvCC has established refund deadlines based on the Revised Code of Washington 28B.15.605. If a student withdraws from a college course or program before the sixth day of the regular quarter (Fall, Winter and Spring quarters), they will receive a 100% refund. For example, if Fall Quarter begins on Monday, then the deadline for 100% refund is Sunday. During Summer quarter, the 100% refund deadline is at the end of the 4th instructional day of the term.

The 50% refund deadline is at the end of the day on the 20th calendar day of the term. Calendar days are defined as weekdays, weekends and holidays.

To receive a full or partial refund after paying, or to avoid being billed for the full or partial amount of tuition, students must submit an official withdrawal by these dates.

State-Supported Classes that Begin Before or After the First Week of the Term

Deadlines are prorated, depending on the length of the course. Students can find deadlines for early or late start classes in the online class schedule. Please call 425-388-9076 to determine the prorated deadline. In general, it is wise to withdraw before the first day if your plans have changed.

Self-Support Classes

Self-support classes are usually distinguished by a comprehensive class fee that is different from state regulated tuition. For some self-support classes, cancellations need to be made at least 4 working days prior to the first class in order to receive a refund. For some classes, the specific refund deadline is listed in the online class schedule.

Refund Process

Students should allow 30 days for a refund to be processed. For students receiving federal financial aid, the tuition refund will be calculated in accordance with state and/or federal law. These formulas are published in the Financial Aid office's policies/procedures manual. Affected students will be notified of the calculation used at the time a tuition refund is applied to their accounts.

Petitions for exceptions to the refund policy must be submitted to the Enrollment Services office prior to the end of the following quarter in which tuition and fees were paid. Petitions received for prior quarters will not be considered.

Students who wish to be considered for a refund beyond regular deadlines must withdraw from the courses, and submit this petition with supporting documentation.

The following circumstances are given the strongest consideration: a call to active military duty due to national emergency, a severe and unexpected illness which began during the term and precludes any and all activity, and death of an immediate family member.

Drops for Non-Payment

Everett Community College's drop for non-payment procedure is the administrative process by which students may be dropped from classes. The Drop for non-payment occurs when enrolled students do not pay their EvCC account

balance for an academic quarter. Students are dropped for non-payment beginning the day after the tuition deadline and continuing weekly through the 10th day of the quarter or census date.

Students who do not pay tuition and fees will be dropped from ALL of their registered and waitlisted classes unless:

- The outstanding balance is $100 or less
- The student is enrolled in a payment plan and payments are up-to-date for the current term.

Students must not assume they will be dropped from a class if they fail to pay tuition. Students should drop online or with Enrollment Services by the posted refund deadlines to avoid incurring debt.

EvCC does not drop students for non-payment past census. Students who enroll in classes after the census will not be dropped for non-payment.

Fines and Debts

The college may block registration and/or withhold other services until all outstanding fines and debts to the college are resolved.

Outstanding debts are eventually referred to a collections agency; students will be responsible for collection fees, court fees, and attorney fees.

STUDENT RECORDS

Retention of Records

EvCC is required to maintain records in keeping with the Washington Secretary of State's Office retention schedules. In cases in which the Community and Technical College Records Retention Schedule is silent, colleges should follow the State Government General Records Retention Schedule. Retention schedule is available on the Washington Secretary of State's Office website.

Student Identification Numbers

Prior to November 2021, EvCC assigned a nine-digit number as the primary student identification number that was unique to EvCC. In 2022, all 34 community and technical college's transitioned to a new student management system called ctcLink. In the new system, a student is assigned a ctcLink number at the point of admission that is utilized by all WA ctcLink schools. Students will need to follow each school's admission process to register for classes.

To comply with the Taxpayer Relief Act of 1997, EvCC must also obtain your correct social security number (SSN) to file returns with the Internal Revenue Service (IRS) and to furnish an annual statement to you that contains information about tuition and fees that may qualify for Hope Scholarship or Lifetime Learning tax credit.

The Privacy Act of 1974, section 6109 of the Internal Revenue Code, requires that you give your correct SSN to agencies, which must file information returns to the IRS. For more information, please refer to Internal Revenue Code Section 6050S. EvCC also uses your SSN to support verification of your enrollment, degree(s) and transcripts, administer financial aid, collect student debt, and conduct research.

When conducting studies or using agencies to support records transactions, EvCC will only use your SSN in a manner that does not permit personal identification of you by anyone other than authorized representatives.

By providing your SSN, you are consenting to the uses described above. However, you are not required to consent to the use of your SSN for research; if you choose not to do so you will not be denied access to EvCC. You may revoke your consent at any time by writing to the Enrollment Services office.

Transcripts

An official transcript is a copy of the student's academic record bearing the college seal and the signature of the

registrar or interim registrar from Everett Community College. Upon request, a sealed copy of an official transcript may be given to the student or delivered directly to the receiving party from Everett Community College.

An unofficial transcript is an unsigned and unsealed copy of the student's record and is used primarily for advising purposes.

Pursuant to the Revised Code of Washington 9A.60.070, in the State of Washington, it is a felony to issue a false academic credential and a gross misdemeanor to knowingly use a false academic credential.ed primarily for advising purposes. Students that alter official transcripts may be subject to disciplinary action as directed by EvCC's student conduct code.

For information on how to purchase an official transcript or access an unofficial transcript, please visit EverettCC.edu/Transcripts. EvCC will not accept transcript requests by fax, email, or by telephone.

Confidentiality of Student Records

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. These rights include:

1. The right to inspect and review the student's education records within 45 days of the day the college receives a request for access. Students should submit to the Enrollment Services office written requests that identify the record(s) they wish to inspect. The college official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the college official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

2. The right to request the amendment of the student's text-based education records that the student believes inaccurate or misleading.

Students may ask the college to amend a record that they believe is inaccurate or misleading or otherwise in violation of the student's privacy rights under FERPA. Students should write to the college official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the college decides not to amend the record as requested by the student, the college will notify the student of the decision and advise the student of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing. Please note: Separate policies apply for requests for a grade change.

3. The right to provide written consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests.

A school official is a person employed by the college in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the college has contracted (such as an attorney, auditor, collection agent, verification agency, web portal company, etc.); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing their tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the college may disclose education records without consent to

officials of another school in which a student seeks or intends to enroll, and to military recruitment services pursuant to the Solomon Amendment.

The college is also required to provide information to the federal government regarding students who may be eligible for the Hope Scholarship and Lifetime Learning tax credit programs. The college does not disclose education records to family members without student written consent.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures of this college to comply with the requirements of FERPA.

Everett Community College is authorized under FERPA to release only directory information, which includes a student's:

- name,
- major field of study,
- quarters of attendance (not specific days),
- degrees and certificates earned,
- term,
- honors status,
- enrollment status (full time or part time), and
- participation in officially recognized sports.

This information may be released by the college at any time unless the college has received prior written notice from the student, filed in the Enrollment Services office, requesting non-release of information. All other information may be released only upon the written consent of the student unless described in section (3) above.

Emergency Messages

The college will attempt to deliver a message to a student during a class in case of a medical emergency. Given the size of the college, limited staff, and the nature of student schedules, requests for the college to deliver other messages to students cannot be accommodated.

Requests to deliver an emergency message to a student should be made to the Security Office, 425-388-9998.

STUDENT FINANCIAL SERVICES

Student Financial Services is committed to providing quality services to meet the needs of a diverse student population by offering financial resources and services to promote access to education and enhance student success.

Financial Aid

The Financial Aid and Scholarships Office helps eligible degree- and certificate-seeking students obtain funding to meet their educational expenses at Everett Community College. We want you to succeed.

Application Process

The Financial Aid Office provides financial assistance to individuals who have completed the financial aid process and are eligible for aid as determined by the Free Application for Federal Student Aid (FAFSA) or Washington Application for State Financial Aid (WAFSA). For more information regarding eligibility requirements visit EverettCC.edu/FA.

Processing an application and receiving an offer of aid can take approximately 8 to 12 weeks. It is important to apply well in advance of the anticipated start date.

To be considered for maximum funding, and to qualify for a tuition hold, students need to submit their FAFSA or WASFA and complete required EvCC paperwork by the priority processing dates at EverettCC.edu/FA. Applications are reviewed continuously on a funds-available basis.

Assistance in completing the process is available in the Financial Aid Office.

Types of Financial Aid Available

EvCC participates in the following federal and state financial aid programs: Federal Pell Grant, Federal Supplemental Education Opportunity Grant, Federal Work Study, Federal Direct Loans, Washington College Grant, College Bound, Passport to College Scholarship, Washington State Work Study, EvCC Grant, and Tuition Waiver.

Note: Tuition waivers do not pay for lab fees, technology fees, parking fees, or class fees charged for self-support classes.

Financial aid programs can be divided into three broad categories: grants, work study, and loans.

Grants require no repayment.

Work study is part-time employment on/off campus with an hourly pay rate.

Loans are repaid, with interest, usually after a student ceases to be enrolled at least half-time (6 credits).

Aid recipients usually receive a combination of aid types. Aid awarded focuses on direct educational expenses: tuition, books, supplies, and transportation. Indirect costs such as room/board, food, and childcare are also considered.

Tuition Hold Process

Financial Aid Office holds are typically given if a student meets the priority processing date for each quarter with other eligibility requirements. Students are notified if they qualify for a tuition hold. For more details, please contact the Financial Aid office.

Academic Progress

Financial aid recipients are expected to maintain satisfactory academic progress.

Grades are monitored on a quarterly and annual basis, and the student must complete all of their classes with a minimum number of credits with a 2.0 cumulative grade point average, and maintain a minimum 67% cumulative completion rate to be in good standing. All previously attempted college credits are also evaluated, regardless of whether the student received financial aid.

Students may be allowed to attempt 150 percent of college level credits that are required for their degree. A maximum of 45 credits will be allowed for required preparatory coursework.

Please refer to EverettCC.edu/FA for complete Satisfactory Academic Progress policies.

Return of Title IV Funds

Financial aid recipients who drop out of school or complete zero credits may be required to repay all or a portion of federal aid received.

If you have specific questions about this federal requirement, contact the Financial Aid Office to review the policy. Future aid will be suspended and students must appeal for reinstatement.

Financial Aid Census Date and Repayment Policy

The complete Financial Aid Census Date and Repayment Policy is available at EverettCC.edu/FA. Students are encouraged to visit the Financial Aid Office to ask about the impact of dropping classes before making changes to their schedule.

The Financial Aid Office uses an "enrollment lock" date for Federal Pell Grant, Washington College Grant, College Bound Scholarship, and Passport to College funds. The "lock" date is also known as the "census date."

The census date is the 10th business day of the term, except for summer which has a census date of the eighth business day. Through this date, college policy allows students to drop classes without a grade of "W." Tuition refunds may also be issued for courses dropped following the Everett Community College Refund Policy.

Schedule changes made through the census date may have different impacts. Factors to consider include whether aid

from the grant programs locked at census have already been disbursed, and whether classes were added or dropped.

Adding Classes and Census

Financial aid funds are increased for enrollment level changes from adding eligible courses through the census day. Additional funds awarded are applied toward payment of charges for classes added, and any remaining balance is refunded through BankMobile Disbursements, a technology solution, powered by BMTX, Inc.

Dropping Classes and Census

Financial aid funds are reduced when enrollment level changes from dropping eligible classes through the 10th day. This will result in repayment owed to Everett Community College and/or the state aid program(s) depending on the funding type.

Scholarships

A variety of scholarships are made possible by the college, through community organizations, and by donations from individuals.

Eligibility requirements vary. Some are based on financial need, some on academic merit, and others may depend on your program of study.

EvCC Foundation scholarship applications are available every February for the following academic year. Information about regional and national scholarships is posted on the financial aid website as it becomes available at EverettCC.edu/FA.

The Financial Aid Office is located on the top floor of the Parks Student Union; phone 425-388-9280. The website is EverettCC.edu/FA. In-person financial aid assistance is available in Parks 307.

Opportunity Grant Program

The Opportunity Grant program provides educational training for low-income students pursuing careers in high-wage and high demand occupations. The program offers funding for up to 45 credits for any of the approved programs. Washington College Grant recipients may be eligible to have their grant increased for an increase in credit load after the census date. They are encouraged to contact the financial aid office for additional information.

In addition to tuition/mandatory fees, the program also assists students with up to $1,000 for books, supplies, and/or tools per year.

The Opportunity Grant program provides individual assistance, career advising, and guidance to students to explore other resources throughout the college.

For more information, contact Opportunity Grant at 425-259-8925 or by email at opportunitygrant@everettcc.edu

Veterans' Resource Center

The Veterans' Resource Center serves as a liaison between EvCC and the U.S. Department of Veterans Affairs.

Everett Community College has been approved by the VA as meeting the Principles of Excellence. A representative is available to assist veterans and activate all veterans' educational benefits.

A determination of eligibility by the VA and receipt of first month's benefits can take four to six weeks, so students should apply well in advance of their anticipated start date if they are planning to use their benefits to pay for initial costs (e.g. tuition and books).

In order to maintain benefits, veteran students must keep the Veteran's Resource Center staff apprised of enrollment plans each quarter and are required to follow VA regulations pertaining to standards of conduct and academic progress.

Information packets, applications, and assistance for all veterans' programs are available from the EvCC Veterans'

Resource Center staff. The Veterans' Resource Center staff are located in Rainier Hall, room 119, phone 425-388-9277 or by email at veterans@everettcc.edu.

Note: Many of EvCC's programs of study are jointly approved by the Washington State Achievement Council (WSAC) and the Workforce Training Coordinating Board for enrollment of persons eligible to receive educational benefits under Title 38 and Title 10 USC.

Veteran tuition waivers are available to those who qualify. Waivers range from 25 percent to 100 percent. For more information, contact the Veterans' Resource Center at 425-388-9277 or visit the office during regular business hours. The website is EverettCC.edu/Veterans

Everett Community College complies with the Veterans Benefits and Transition Act, section PL 115-407:

1. In accordance with Title 38 US Code 3679 subsection (e), this school adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post 9/11 G.I. Bill® (Ch. 33) or Vocational Rehabilitation and Employment (Ch. 31) benefits, while payment to the institution is pending from the VA. This school will not:

- Prevent the student(s) enrollment;
- Assess a late penalty fee;
- Require student secure alternative or additional funding;
- Deny their access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

However, to qualify for this provision, such students may be required to:

- Produce the Certificate of Eligibility by the first day of class;
- Provide written request to be certified;
- Provide additional information needed to properly certify the enrollment as described in other institutional policies

Workforce Funding

The Workforce Funding department's mission is to increase opportunities for adult learners by providing access to financial resources through grant programs. We contribute to the college's retention efforts by providing wrap-around support services to our students to foster educational excellence.

WorkFirst

WorkFirst is a program that supports low-income students in building their self-efficacy through ongoing case management and an interactive life transition program that emphasizes their skills. WorkFirst also provides assistance with tuition and books for students ineligible for federal financial aid or whose financial aid is pending. WorkFirst also has support funds available to help with other school-related expenses such as school supplies, transportation costs, and emergency expenses**.**

To qualify for WorkFirst, students must be receiving Temporary Assistance to Needy Families (TANF). Students must be in an approved program of study, which includes GED, High School Completion, or vocational certificate/degree programs. Students should start the process by talking to their DSHS case manager, who will then refer the student to the EvCC WorkFirst staff.

Basic Food Employment and Training Program

The Basic Food Employment & Training (BFET) program is a partnership between Everett Community College and the Department of Social and Health Services (DSHS) which offers education and work training opportunities to students receiving federal basic food assistance (SNAP) through DSHS.

On a funds available basis, the BFET program assists participants with tuition, books, and emergency support for students ineligible for financial aid or whose financial aid is pending while attending Everett Community College. BFET participants receive child care referrals to Working Connections Childcare (DCYF). Students must be in an approved program of study, which includes GED, High School Completion, ELA/ESL, vocational certificate programs, Associates in Technical Art degrees, and most transfer degrees.

Worker Retraining

EvCC works in partnership with the Employment Security Department (ESD) to provide job training for people who are dislocated workers or laid-off. Worker Retraining is a "jump-start" funding source providing assistance with tuition, fees, and potentially books, tools, supplies and emergency funds.

Students must be in an approved program of study, which includes GED, High School Completion, ESL or vocational certificate programs and select Associates in Technical Arts/Associate of Applied Arts degrees.

To find out if you may be eligible, please complete a short survey at StartNextQuarter.org.

Employment Security

EvCC contracts with WorkSource to provide an Employment Security representative to EvCC students. Our ESD representative can assist with completing the paperwork to attend school and collect unemployment benefits at the same time (CAT/TB applications).

To receive assistance, please contact Worker Retraining at workerretraining@everettcc.edu or 425-259-8755.

Trade Act

The Trade Adjustment Assistance (TAA) program was created to provide benefits and support to workers who became unemployed due to the impact of international trade.

The TAA program seeks to provide U.S. workers who are adversely affected by trade with the opportunity to obtain the skills, resources, and support they need to become reemployed. An adverse effect includes a job loss or threat of job loss.

For information about this program or for assistance with completing TAA paperwork, contact Worker Retraining at workerretraining@everettcc.edu or 425-259-8755.

Internships

Workforce Funding acts as a clearinghouse for internships for students whether they are required, optional, or exploratory for a certificate or degree. For more information, call 425-388-9278.

STUDENT SUPPORT SERVICES

ADVISING

Everett Community College advisors partner with you to identify the necessary courses and steps to accomplish your goals while using your resources efficiently. You are expected to meet with an advisor and to use printed and online resources to understand your requirements and to monitor your progress.

Entry advising is mandatory for most new students. Steps to academic success include: 1) Select a pathway, 2) Meet with an Entry Advisor prior to first quarter registration, 3) Enroll in a College Success class your first quarter unless this requirement was waived during Entry Advising, 4) Establish a relationship with your assigned Program Advisor in your first quarter and continue to get advising.

Entry Advisors are available in Rainier Hall, room 108 and online via zoom for entry advising, interpreting placement results, and assistance with first-quarter

registration. Full-time and senior associate faculty serve as program advisors to current students. Students who would like additional support with career guidance and exploration are encouraged to seek support through the Counseling and Student Success office or consider taking the 2 credit H DEV 110, Career and Life Planning course.

For more information about advising, go to EverettCC.edu/Advising.

Information sessions and workshops offered throughout the year can help students learn about program requirements and options; dates and times are listed on EvCC's website at EverettCC.edu.

Pathway Information and degree checklists are available for students at EverettCC.edu/Pathways

The Bridges Center

The BRIDGES Center is a resource hub for pre-college students; it provides many resources from free language skills training, information, support and advocacy services to students. The center's services are the I-BEST program, volunteer literacy tutoring program, and non-credit workshops to help prepare students for Transitional Studies classes.

The center works closely with other resources on campus and in Snohomish County. We cater our programs in supporting students in their future pathways and prepare students to enter the workforce with a culturally competent mindset as future employees.

Cascade Learning Resource Center

The Cascade Learning Resource Center is located at 1001 N. Broadway, next to the Washington State University-Everett building.

The Center for Transformative Teaching and eLearning

The Center for Transformative Teaching and eLearning empowers faculty professional growth through onboarding for new faculty, workshops about new technologies and teaching techniques, certification for different modes of instruction, and individual consultations, all with an emphasis on strategies to increase student success and equitable outcomes. We offer training and support for instructional practice and education technology, especially our Learning Management System (Canvas), with an emphasis on assessment, assignment design, anti-racist teaching practices, alternative grading strategies, and open educational practices. We partner with students on projects related to teaching and organizational development.

The eLearning Department supports EvCC's in-person, online (asynchronous and synchronous), hybrid, and optional face-to-face or online classes as well as the college's learning management system (Canvas), and other educational technologies.

Online courses replace all face-to-face time with online instruction. All or nearly all course activities and interactions between students and instructors are performed online (except for some classes requiring on-campus or proctored exams).

Hybrid courses replace a portion of face-to-face time with online instruction. The remaining portion of the course takes place on campus.

Optional F2F or OL (also called "flex" or "hyflex")courses provide students with the option of attending sessions in-person (face-to-face) in the classroom, participating online, or doing both.

Students should have strong organizational, reading, and writing skills to do well in online, hybrid, and web-enhanced courses, as well as reliable access to the internet.

For questions, support, and resources for educational technology at EvCC call 425-388-9027 or 1-866-575-9027, email elearning@everettcc.edu or visit our website at EverettCC.edu/eLearning.

Russell Day Gallery

Russell Day, a faculty member from 1948 to 1974, established the visual arts program at the college and was dedicated to bringing works of varied artists, media, and movements to the students of Everett Community College. In recognition of this influence, the gallery was re-named for him in 2008.

The gallery has a specific interest in displaying the work of artists from underrepresented groups, alumni of EvCC, and providing exhibits that are not generally accessible to the public through other regional galleries.

For more information, email gallery@everettcc.edu, call 425-388-9036, or visit the website at EverettCC.edu/Gallery.

Library

EvCC's Library provides information and services to support student research and learning.

Resources include more than 65,000 books, 6,500 media items, 180,000 electronic books (eBooks), online access to approximately 35,000 full-text periodicals, and 85 periodicals in print format. Over 100 computer workstations provide access to the Internet and electronic resources. Participation in a regional interlibrary loan network further expands resources for students.

Faculty librarians assist students by helping them to locate information, complete class assignments, and to develop research skills. In addition to individual assistance from the reference desk, librarians teach instructional sessions, non-credit workshops.

There are individual and group study tables, casual lounge areas, and two media listening/viewing stations on the third floor. Students may reserve some of the study rooms in advance for group projects and discussion. Other group study rooms and individual study rooms are available first-come-first served.

Wireless internet connectivity is available in the library and laptop computers may be checked out for in-library use. Students may check out netbook computers, Chromebooks, Wi-Fi hotspots, and graphing calculators for a full quarter of use. Photocopiers, black and white and color printing, scanning, and adaptive equipment for students with disabilities are available for use.

Call 425-388-9353 for library hours and to renew materials. Call 425-388-9354 for reference assistance, or email library@everettcc.edu. Visit EverettCC.edu/Library to connect to the library catalog, use remotely-accessible databases, and for other information about library services and resources.

Tutoring

The Tutoring Center is a safe, creative study and learning environment committed to the success of each student at Everett Community College. Students can visit the Tutoring center in room 104 and 105 of the Cascade Learning Resource Center.

The Tutoring Center provides a friendly, supportive environment in which students may ask questions, find answers and network with other students. Professional and peer tutors help students develop learning skills, master course content and improve academic performance.

Academic support is provided in several formats: drop-in tutoring for one-on-one help, tutor-facilitated study group sessions, supplemental instruction/embedded tutoring for specific courses and online tutoring through the Northwest eTutoring Consortium.

Computers are available for students to use in a variety of ways. They can work on online homework, type papers, perform online research, use instructional software

or access different websites for additional exercises in STEM and Accounting courses. Handouts for several subjects are available that provide students with explanations and practice.

Tutorial services are free to all enrolled students at EvCC. Students may access services only in the courses they are currently enrolled in at EvCC for credit.

Writing Center

The Writing Center, located online in Canvas and on campus in Cascade Learning Resource Center, provides support for student writers for all types of writing projects in any subject. Students also use the Writing Center for personal writing, resume, and scholarship application essays.

Writing Center assistants work collaboratively with writers offering feedback and providing ideas and methods for editing and revising in order to provide writers with transferable skills that will help them on future writing projects.

The Writing Center offers free drop-in and online tutoring. The Writing Center provides additional resources like dictionaries, grammar handbooks, textbooks, handouts, and writing exercises.

Center for Disability Services

The Center for Disability Services (CDS) assists students with documented disabilities to establish and receive academic accommodations while attending Everett Community College. Accommodations may be approved for testing, classroom access such as lecture capture, physical campus access such as accessible classrooms, American Sign Language (ASL) interpreters, alternative formats texts (AFT), assistive technology (AT), and other disability-related accommodations as determined through an interactive process with the student. Accommodation(s) approved in higher education and the determination process is significantly different from the K-12 system. For more information, please visit our website at EverettCC.edu/CDS

Prospective students are urged to apply by filling out an online form available at EverettCC.edu/CDS. After filling out the form, submit it to the CDS office for review to decide on accommodations for the current or following quarter. We require supporting documentation. Information on needed documentation is available online at EverettCC.edu/CDS. Once the CDS office receives the application, a student is contacted within two business days to schedule either a virtual or in-person intake appointment. Students requesting or those approved accommodations such as AFT or ASL interpreters should submit their requests or applications early enough, at least six weeks before the start of classes, so that their intake appointment can be scheduled immediately. These accommodations require a long time to coordinate with external agencies to fulfill them.

Please contact CDS if you have any questions by visiting the CDS office located in Parks Student Union, Room 268 (across the hallway from the EvCC Bookstore), or call CDS staff at 425-388-9272 voice or for Deaf/HoH: VP at 425-320-4066. You may also email cds@everettcc.edu.

Counseling and Student Success

Counseling and Student Success (CSS) offers appointments with professional counselors to currently enrolled students.* Appointments are free and include educational counseling, career counseling, short term personal & mental health counseling, and help with urgent concerns. Counselors assist students to develop plans for success. They offer academic advising for students in the Human Services transfer program as well as those who are undecided about their program of study. Counselors also offer referrals to campus and community resources and provide outreach and consultation/training to faculty and staff.

*Please note that returning students are welcome to make appointments for academic/educational counseling.

Appointments: For further information about CSS or to schedule an appointment with a counselor, please contact us:

- Email: counseling@everettcc.edu
- Phone: 425-388-9263
- Office location: Parks Student Union, 3rd floor
- CSS webpage: EverettCC.edu/CSS

CSS counselors: CSS counselors are experienced professionals who provide short-term holistic counseling to support student success. They are Washington State Licensed Mental Health Counselors or Licensed Mental Health Counselor Associates. Several also teach Human Development courses on a broad range of topics including Career and Life Planning, Stress Management, and Human Relations in the Workplace.

Counseling sessions: Counseling sessions are generally 50 minutes long. Sessions are confidential unless students give consent for information to be shared **or** in emergency circumstances as outlined in RCW 18.19.180, Washington State's legislation governing confidential communications.

Counseling themes: Students frequently address topics such as these in counseling sessions:

- **Educational counseling:** setting educational goals; improving college success skills; choosing a program of study; overcoming barriers that have led to low grades or an Academic Counseling Hold etc.
- **Career counseling:** exploring career interests and options; engaging in career research, assessment,* and/or decision making; connecting career interests and goals to relevant coursework etc. *There is a small fee for some career assessments. Others are available free of charge.
- **Personal & mental health counseling:** addressing interpersonal relationships; depression; anxiety; family issues; identity; isolation; loss and grief; culture shock; trauma; financial/food/housing insecurity; substance use; suicidal ideation; health concerns & many other themes impacting daily life and/or success in school.
- **Urgent concerns:** short-term interventions for students experiencing acute distress and/or immediate barriers to well-being and academic success.
- **Academic advising:** advising for undecided students and students planning to major in Human Services; assistance with educational planning, general transfer advising, and informal transcript evaluation.

Campus & Community Referral: Counselors assist students with referrals to relevant campus and community resources.

Consultation & Outreach: Counselors offer consultation and psychoeducational training to faculty and staff. They participate on campus committees and sponsor/contribute to campus programming about current educational, cultural, and wellness issues.

Diversity & Equity Center

The Diversity & Equity Center engages the campus and community around issues of social justice, equity, and inclusion.

The center's programs and services are designed to recruit, retain, develop, and graduate underserved populations through culturally relevant programs, retention efforts of identified cohorts by peer navigators and program managers.

The Diversity & Equity Center is located on the first floor of Parks Student Union. Call 425-388-9306 or email diversity@everettcc.edu.

Student Retention and Support Services

- Get started information, entry services, and assistance for new, returning and prospective students
- Mid-quarter academic assessments
- Lesbian, Gay, Bisexual, Transgender, Queer/Questioning & Allied (LGBTQIA+) programs and services
- Student leadership and development through workshops, conferences, and campus/community programs
- Referrals to resources on campus and with community partners
- Student ethnic/gender/LGBTQIA+ clubs
- Tutoring
- Computers available for homework and research
- Service learning and volunteer opportunities
- Supporting College in the High School students matriculating to EvCC and micro-scholarship recipients.

Outreach Activities and Programs

- Elementary, middle, and high school visits
- Community events/college presentations
- College/career fairs
- Workshops and conferences

Faculty/Staff Support and Resources

- Class presentations, information and resources on topics related to diversity and/or equity
- Collaboration with Instruction to provide faculty resources and training to enhance diversity in instruction, curriculum and pedagogy
- Trainings, programs, and outreach activities aimed at improving the academic success of students of color and developing diversity allies
- Lectures and events

Student Leadership Development

All student clubs are invited and encouraged to collaborate and participate in the Diversity & Equity Center programs and activities. The center works closely with the following clubs:

- 1st Nations Club
- African Diaspora Club
- Asian Student Union (ASU)
- Black Student Union (BSU)
- International Club
- Iwi Pono Student Society (Hawaiian Club)
- Latinx Student Union (LSU)
- Triangle Alliance (LGBTQIA+ club)

Pride Center

The Pride Center is a place where students can ask questions, seek support and resources, and feel safe to be who they are.

The Pride Center is located in the Parks Student Union, room 221-B. For more information, contact pridecenter@everettcc.edu

Foster Care and Homeless Youth Scholarship and Services

EvCC Connect empowers current and former foster youth, and unaccompanied homeless youth to achieve their aspirations and educational goals. Dedicated staff in TRiO, the Diversity &

Equity Center, and Financial Aid can help you get started at college and will connect you with resources to help you succeed.

Funds are available for qualifying students. Contact Allison Werling for more information: awerling@everettcc.edu or 425-388-9948.

Mathematics, Engineering, Science Achievement (MESA) Program

The Mathematics, Engineering, Science Achievement (MESA) program at EvCC is rooted in equity, access, and opportunity. Our mission is to serve students who plan to transfer to four-year colleges or universities in pursuit of Science, Technology, Engineering, or Math (STEM) based degrees.

EvCC's MESA program is part of a nationally recognized academic support program that looks beyond traditional student populations to meet current, future, and global workforce demands in STEM fields.

To join MESA, students must intend to earn a bachelors in STEM, have financial/academic needs, and/or be a first generation college student.

MESA Student Support Service

Students who participate in MESA receive one-on-one and group support to help them reach their goals:

- Academic mentorship and transfer assistance
- Academic Excellence Workshops (organized study groups)
- University and Industry visits
- Dedicated study space
- Community

Visit EverettCC.edu/MESA to join the MESA Community!

TRiO Student Support Services

The TRiO Student Support Services program (TRiO-SSS) works with low-income, first generation students, and students with disabilities to promote their goal-achievement and success at Everett Community College and beyond.

Specifically, TRiO-SSS provides ongoing one-on-one advising, personal counseling, tutoring, study-skills information, computer access, and assistance transferring to four-year colleges and universities.

Eligibility

The TRiO Student Support Services program is federally-funded to serve students who are income eligible; students whose parents have not earned a 4-year degree; or students with disabilities.

Students must be U.S. citizens or Permanent Residents; have academic need and would benefit from receiving program services; and have the goal of graduating and/or transferring to obtain a bachelor's degree.

TRiO-SSS Services

- Dedicated advising
- Personal and career counseling
- Free 1:1 tutoring
- Cultural and educational activities
- Study-skills information
- Help with plans to transfer to four-year colleges and universities, including campus visits

TRiO is located in the Parks Student Union first floor and more information is available at EverettCC.edu/TRIO or by calling 425-388-9365.

Student Housing

Everett Community College has two residence halls for students: Mountain View Hall and Cedar Hall. Both buildings are open to all students, including new and returning students.

Mountain View Hall and Cedar Hall are less than a five-minute walk to classes, the library, computer labs, the college's fitness center and bus line. Students can also participate in exclusive activities for on-campus residents, and some student services, such as tutoring, are offered at residence halls.

All units are fully furnished and rent includes all utilities and wireless internet. Mountain View Hall and Cedar Hall are open year round, including during breaks and holidays.

Students can choose to have their own private room and private bathroom in the 120-room Mountain View Hall or live in a studio, three-, or four-bedroom apartment in the 132-bed Cedar Hall.

The buildings also feature laundry space, bike storage, an indoor community room, and shared outdoor space in a gated first floor courtyard.

Live-in staff includes student Resident Assistants and two full-time Assistant Directors. EvCC Campus Safety & Security officers are also available to assist students when needed. For more information, visit EverettCC.edu/Housing or email housing@everettcc.edu.

Student LIFE

What is the meaning of LIFE?

Leadership, Inclusion, Fun and Engagement!

Mission

Student leadership development, student engagement, and inclusive activities are the main focus of the office of Student LIFE.

Student LIFE serves the Associated Students and the campus community by providing programs and services that support educational, cultural, social and personal growth, in order to create a positive learning environment that enhances the total student educational experience.

Get Connected

See what exciting things are happening at EvCC when you explore Student LIFE online at EverettCC.edu/LIFE.

Get connected beyond your classes by learning about clubs to join, finding your way with a Student Ambassador's help, scheduling an appointment for necessities with the Food Pantry, or attending a free event or activity with your fellow Trojans.

You can get the scoop on student perks and important deadlines when you check out your weekly Student 411 email and follow us on Instagram, Facebook, and Twitter - @EvCCLIFE!

Student Government

Students are encouraged to become involved with and have a voice in the governance and leadership at EvCC. Through participation in student government, students have the opportunity to express their views on issues affecting students at EvCC and on statewide legislative topics.

The Executive Council and the Student Senate provide students with learning experiences that will assist them in developing and strengthening leadership skills, while representing and assisting their fellow EvCC students.

Trojan Activities Board

The Trojan Activities Board, otherwise known as TAB, is the event programming team for Student LIFE and consists of 5 event coordinators and one student manager.

As a team of student leaders, TAB strives to further the cultural, educational, social, entertainment and recreational needs of the EvCC student body by providing events and activities on and off campus.

As event programmers, TAB intends to provide program planning skills, leadership experience and interpersonal development to participating students.

Student Ambassador Program

The Student Ambassador program is a leadership opportunity for students who are dedicated to serving and representing Everett Community College.

Student Ambassadors provide campus tours, serve as EvCC representatives, and perform duties at various EvCC campus and community events.

Student Ambassadors also serve in the Office of Student LIFE and the Food Pantry, where they act as a first point of contact to Student LIFE visitors, both by phone, virtually and in person.

Student Clubs/Organizations

Student clubs/organizations offer opportunities to meet new friends, explore special interests, support co-curricular studies, and make contributions to campus life.

Students are free to organize and join associations to promote their special interests.

A few of the more than 20 currently active clubs/organizations on campus include: 1st Nations, African Diaspora Club, Art Alliance, Asian Student Union (ASU), Biology Club, Black Student Union (BSU), Community Kitchen Club, Iwi Pono, Kpop Club, Latinx Student Union (LSU), Muslim Student Association (MSA), Phi-Theta Kappa (PTK), Society of Women Engineers (SWE), STEM Club, Student Nursing Organization (SNO), Students for Environmental Action (SEA), and the Gender and Sexuality Alliance (GSA).

More information on joining or starting a club can be found at EverettCC.edu/Clubs or the Student LIFE office, Parks 209.

Become a Student Leader

Student LIFE hires 40+ EvCC students each year!

As a student leader, you will develop a wide range of transferable skills that will benefit you! Employers, colleges and universities are looking for more than just good grades; they want community involvement and service!

As a student leader, you will gain leadership skills that will help build your resume and university and scholarship applications.

You will earn letters of recommendation, get connected to and serve your campus, and help students and the community learn more about Everett Community College. Learn more at EverettCC.edu/Leadership.

Associated Student Body Documents

There are several documents that guide the organization and functioning of the Associated Student Body (ASB) such as the ASB Constitution and by-laws, S&A Fees Financial Code & Budget, E-Tech Financial Code & Budget, and the Trojan Activities Board by-laws.

Copies of these documents can be obtained at EverettCC.edu/LIFE and the Student LIFE office located in the Parks Student Union, room 209.

Co-Curricular and College-Related Programs

Student LIFE provides opportunities to further enhance and expand upon the learning that occurs in the classroom with activities and programs outside the classroom. Student activity fees help to

support the costs of these activities and programs.

The Associated Students, through the S&A Fees budget, provide funding to support a variety of programs at EvCC such as the Diversity & Equity Center, the Early Learning Center (childcare), Tutoring Center, Bridges Leadership Academy, The Clipper (student newspaper), Vibrations (student art magazine), and the Russell Day Gallery. These fees also fully support Athletics and Intramural sports at EvCC. Student LIFE also plans the annual commencement celebration.

The Associated Students manage and approve the projects provided by two student fees; Student Technology Fee (E-Tech) and the Student Campus Enhancement Fee. E-Tech supports student technology enhancement on campus, which includes items such as the funding of a computer replacement cycle for open computer labs on campus and reduced computer lab fees. The Student Campus Enhancement Fee supports the creation and improvement of non-instructional spaces for students.

EvCC Food Pantry

Located in Whitehorse Hall, room 290, the EvCC Food Pantry is a student-led and organized free service available to EvCC students and employees experiencing food insecurity. The EvCC Food Pantry provides non-perishable food, frozen food, hygiene items, baby basics, and pet food.

Many college students experience food insecurity and studies have shown that students with food insecurities have lower completion rates in obtaining academic certificates and degrees.

For more information; including open hours and appointment scheduling, please visit: EverettCC.edu/FoodPantry.

Student Rights and Responsibilities Handbook

The Everett Community College Student Rights and Responsibilities Handbook contains information about student rights and responsibilities.

The handbook provides a detailed description of rights and responsibilities as they pertain to the students, the college, and the community, as well as the Student Code of Conduct, procedures for disciplinary actions, procedures to ensure student rights and due process, and the jurisdiction of college personnel.

The handbook is available online at EverettCC.edu/StudentHandbook.

Student Identification Card

A student ID card is available at no cost for currently registered EvCC students at the front desk of Student LIFE on the main floor of the Parks Student Union.

You must pick up your card in person, including students taking classes online, at Aviation Maintenance, or Cosmetology.

There is a charge for replacement ID cards.

Your student ID card may be used in a variety of ways:

- Official student photo identification
- Library card to check out books
- Access to EvCC's Walt Price Student Fitness Center

Co-Curricular and College-related Programs

The Clipper

This student-produced, award-winning news organization publishes news about college and campus activities. Journalism students and others who are interested participate in writing, editing, and publishing the newspaper and articles online. Credit may be earned by enrolling in Journalism 170.

For further information, contact Clipper advisor Andrew Wahl at 425-388-9501. Visit the website at EverettClipper.com or email clipper@everettcc.edu.

Vibrations

Vibrations is a student-produced creative arts magazine, published annually. All students are invited to participate by submitting manuscripts, photographs, and artwork. Credit may be earned by enrolling in GRAPH 252. For more information, email vibrations@everettcc.edu.

Early Learning Center

The Early Learning Center provides childcare for children ages birth to 5 in a warm, safe, positive environment that is designed to support development and learning in alignment with National childcare accreditation standards (NAEYC).

Several funding options are available including CCAMPIS (Childcare Access Means Parents In School) and ECEAP (Early Childhood Education and Assistance Program) along with private pay options. Priority enrollment is given to students. Our center offers a holistic approach as we provide opportunities for parent education, classroom volunteering and community referrals as needed to support student success.

For further information, contact the ELC at 425-388-9121, elc@everettcc.edu or visit the website at EverettCC.edu/ELC.

Bookstore

Everett Community College's Bookstore, operated by Follett Higher Education Group, is located in the Parks Student Union, second floor.

The bookstore provides an outlet for all required books and supplies. Art, office, and school supplies are also available. The general book department provides recommended readings as well as books for enjoyment and special interests. The store also carries greeting cards, gifts, snacks, backpacks, clothing, logo items, and alumni keepsakes.

For textbook returns and refunds, please refer to the Bookstore's website. Refund policies vary for electronic and other materials. Buyback is offered during the final exam period each quarter.

For more information, including bookstore hours, call 425-388-9413 or visit EverettCC.edu/Bookstore.

EvCC Safety, Security, and Emergency Management Office

This office manages the college safety, security, parking management, emergency preparedness, community health, and alternative transportation concerns. If you have a current parking permit and are parked on campus, Security can provide motorist assistance for flat tires, and battery failures.

In an emergency, dial 911; if the situation allows, also call the Security Office's 24-hour emergency number, 425-388-9998.

All parking on EvCC's campuses requires a permit. Quarterly staff and student parking permits may be purchased online via the EvCC Security webpage at EverettCC.edu/Security. Hourly visitor parking permits and all-day parking permits are available at the pay parking machines located in parking lots B and K. Visitors can also pay for parking at the Cashiers Office.

The Safety, Security, and Emergency Management office is located on the main level near the southeast entrance to the Parks Student Union, room 226. The office phone number is 425-388-9990. Please visit Everettcc.edu/Security for business hours. To contact a security officer after business hours, call the 24-hour emergency number, 425-388-9998.

ALL COLLEGE POLICIES

A full list of college policies is available at EverettCC.edu/Policies

Drug-Free Campus Policy

In an effort to provide a safe and healthy educational and work environment, all

students and employees must report to class/work in a condition fit to perform their learning/duties, unimpaired due to the use of alcohol or drugs.

The unlawful use, possession, delivery, dispensation, distribution, manufacture, or sale of drugs on college property, in state vehicles, or on official business is prohibited. Any employee or student found in violation of this policy will be subject to formal disciplinary action, which could include completion of an appropriate rehabilitation program up to and/or including dismissal/expulsion.

Tobacco Use Policy

EvCC is a tobacco-free campus. Smoking, chewing, and electronic cigarettes are prohibited on college property including in any vehicle parked on college property. Smoking is a violation of the Student Conduct Code and subject to fines and/or disciplinary action.

Children on Campus

Unless officially enrolled in classes or the Early Learning Center, directly involved in an instructional process, or directly supervised by a parent or responsible adult, children are not permitted on campus. Leaving children unattended in public access areas does not meet this standard.

Pets on Campus

The safety and security of students, employees, visitors and the public are a prime concern and responsibility of the college. For health, sanitation and safety reasons, no person shall be permitted to bring into or leave any dog, cat or any other animal or pet in any college building, nor is it permitted to leave any such pet or animal unattended on any college-controlled property.

This policy does not apply to guide dogs or other trained service animals, as defined by law and consistent with the Americans with Disabilities Act, providing assistance to persons with disabilities requiring these services. This policy does not apply to animals brought to campus for a specific course assignment, K-9 officers, and animals maintained by the college for educational purposes.

Prohibition on Plagiarism

Success as a student and learner requires academic honesty. A chief aspect of academic honesty is the avoidance of plagiarism. Plagiarism, as defined by Brenda Spatt (1983), is "the unacknowledged use of another person's work, in the form of original ideas, strategies, and research as well as another person's writing, in the form of sentences, phrases and innovative terminology." Students suspected of plagiarism are subject to the college's Student Code of Conduct and disciplinary processes.

How can you avoid plagiarism? When writing a paper, use your own words. When using another person's words, use quotation marks and give credit to the original source. If you are using another person's ideas, give that person credit. Do not use pre-written papers available from the web or other term paper services. Plagiarism affects everyone. If another student is doing it, it undermines your own work and the value of your degree. If you are doing it, you are not doing the hard work from which you learn the best. Talk to your instructors about how to avoid plagiarism.

Notice to Students

The college reserves the right to change any provision, fee, rule, requirement, policy, deadline, or procedure whenever necessary. Changes are effective upon the date specified and may apply not only to prospective students, but also to those who are currently enrolled. Changes are posted online. The college reserves the right to withdraw or change courses at any time.

Falsification of information on any admission, financial aid, or other materials submitted to the college may result in denial of admission or immediate dismissal from the college. Students are expected to be familiar with all college

policies and rules and will be held responsible for observing such provisions.

Student Right to Know Disclosure

Federal "Student Right to Know" (SRTK) legislation requires colleges to disclose information about student completion, graduation and transfer rates over a three-year period. Graduation data of degree-seeking, full-time undergraduate students and retention rate information for EvCC students is available at the IPEDS Data Center (nced.ed.gov/ipeds).

It is important to understand the background of this information. As a community college, EvCC enrolls large numbers of students who may be part-time, or not seeking a certificate or degree, or who have transferred from another college, or who enroll at times other than Fall quarter. Furthermore, the calculation of completion and graduation rates does not consider the high numbers of students who take longer than three years to reach their goal due to part-time enrollment, or who temporarily stop-out in order to meet employment or family needs, or who are only taking a few courses to improve job skills. Thus, the statistics above should be evaluated only as a snapshot of what happens to a limited category of students, based on limited data.

The Right to Know Campus Safety Report is published annually by Oct. 1. The information is provided in compliance with requirements set forth under the Student Right to Know Campus Security Act of 1990 (Title II - Public Law 101-542 Nov. 1990).

Upon request, this information will be provided to any applicant for enrollment or employment. Copies are available in the Security and Student LIFE offices.

Notification of Title IV Student Complaint Process

The Higher Education Act (HEA) prohibits an institution of higher education from engaging in a "substantial misrepresentation of the nature of its educational program, its financial charges, or the employability of its graduates." 20 U.S.C. §1094(c)(3)(A).

Further, each state must have "a process to review and appropriately act on complaints concerning the institution including enforcing applicable state laws." 34 C.F.R. § 600.9.

The Washington State Board for Community and Technical Colleges (SBCTC) maintains a process to investigate complaints of this nature brought by community and technical college students in the state of Washington. For information, please visit studentcomplaint.sbctc.edu.

Title IX & Discrimination

Everett Community College is committed to providing a safe and inclusive environment for all students and employees.

Everett Community College does not discriminate based on, but not limited to, race, color, national origin, citizenship, ethnicity, language, culture, age, sex, gender identity or expression, sexual orientation, pregnancy or parental status, marital status, actual or perceived disability, use of service animal, economic status, military or veteran status, spirituality or religion, or genetic information in its programs, activities, or employment. Contact the following people with inquiries or complaints regarding discrimination, Title IX compliance, or Americans with Disabilities Act compliance:

- Equal Opportunity Director: EqualOpportunity@everettcc.edu, 425-388-9271;
- ADA Coordinator: ADAcoordinator@everettcc.edu, 425-388-9232;
- Title IX Coordinator: TitleIXCoordinator@everettcc.edu, 425-388-9271.

All offices are located in Olympus Hall 111, 2000 Tower St. Everett, WA 98201. For more information, visit the Equal Opportunity and Title IX website: EverettCC.edu/EqualOpportunity

State Support of Higher Education Students

TThe average cost to educate a resident full-time community or technical college student for the 2023-24 academic year is $15,894. Students pay an average of $3,633 in tuition toward this cost. The remaining $12,261 is an "opportunity pathway" provided by the State and is funded by state taxes and other sources. The amounts shown are averages for a full-time, resident student. The actual tuition a student pays will vary due to credit load, residency status and other factors.

Limitation of Liability

The college's total liability for claims arising from a contractual relationship with the student in any way related to classes or programs shall be limited to the tuition and expenses paid by the student to the college for those classes or programs. In no event shall the college be liable for any special, indirect, incidental, or consequential damages, including but not limited to, loss of earnings or profits.

GENERAL ACADEMIC REGULATIONS

Academic Calendar

The academic year at Everett Community College is divided into three quarters of approximately 11 weeks each and a summer session of eight weeks.

Key dates for each term are listed on page 5 of the catalog. Important dates for each quarter (such as registration dates, refund deadlines, etc.) are available online at EverettCC.edu/Deadlines.

Attendance

Attendance policies vary from course to course. Students are responsible for meeting the stated requirements of the courses in which they are enrolled.

Attendance during the first several sessions of the class is necessary in order to avoid administrative withdrawal for non-attendance. See the First Week Enrollment and Withdrawal Policy on page 31.

Prerequisites and Co-requisites

A prerequisite is a course which must be taken before a student is allowed to enroll in another course, or the achievement of a minimum skills assessment score that indicates readiness for the course material.

For example: MATH 096 is a prerequisite for MATH& 141, listed as Enrollment Requirements in the quarterly class schedule. Unless otherwise stated with the course description, a minimum grade of C (2.0) must be earned for the course to qualify as meeting a prerequisite.

Most prerequisites state that a student must be eligible for a specific course (ex. Eligibility for ENGL& 101). Eligibility is determined through looking at courses completed and, if applicable, test scores such as AP, high school and college transcripts, and other methods.

A co-requisite (CR) is a course that must be taken at the same time as another course. Students must abide by the course requirements for prerequisites and co-requisites. Faculty may administratively withdraw students who do not meet the prerequisites and co-requisites.

Equivalent Courses

The Transitional Studies division offers some courses that are equivalent to courses in English and Math. Current equivalent courses are:

MATH 076 = TS 076 = HSC 076

MATH 086 = TS 086 = HSC 086

ENGL 097 = TS 097 = AEP 097 = ESL 097

ENGL 098 = TS 098 = AEP 098 = ESL 098 = HSC 098

Students who complete a course that is equivalent to an English or Math and earn a C (2.0) or higher may take the next course in either department. For example, a student who completes TS 098 with a C (2.0) or higher is eligible to take ENGL& 101.

Course Numbering

Everett Community College offers courses that serve a variety of populations with different purposes. Course numbers (such as MATH 076 or ENGL& 101) may indicate the level of the course.

001-099: Pre-college level skills development or enhancement courses; designed to help students prepare for success in college-level work where it is expected that their academic skills in general (or specifically) are not at the college level and/or the course material is aimed at below college-level skills.

100-199: Introductory courses intended primarily for first-year college students with no significant deficiencies in their academic background.

200-299: Intended primarily for students who have successfully completed one year of college-level work.

(Approved, Instructional Council, March 2, 2006)

In Summer 2008, EvCC adopted common course numbering (CCN) in compliance with a statewide initiative of Washington's public community and technical colleges. The primary purpose of this process is to enable students to know that CCN-identified courses taken at one community college will be the same as those courses at another Washington community college.

All CCN courses are identified with an ampersand (&) in the course number, for example: ENGL& 101. The common course number, as distinguished by the ampersand, does not confer any special transferability to a university, nor does it guarantee that the same course number will be used by Washington's universities. To plan a smooth university transfer, see your advisor. A list of CCN courses is available at EverettCC.edu/CCN.

Final Examinations

Most courses require a final examination. The college publishes an official final examination schedule each quarter. Students must take final examinations at the regularly scheduled time unless other arrangements are made with the instructor.

Waiver of Academic Requirements

A petition for waiver of specific academic requirments should be initiated with the student's program advisor. Additional approval from the Vice President of Instruction may be needed.

CREDIT SYSTEM

Credits measure the amount of academic work required for the class. In general, a class that meets one hour per week and requires about two hours of outside assignments per week for one quarter will earn one credit. That is, one credit represents about three hours of effort per week. Laboratory and certain other courses vary from this pattern. The quarter hours of credit for each course are shown after the course titles in the Course Descriptions section of this catalog.

Students earn credit only for those courses in which they are officially registered for

credit. In certain instances, credit cannot be earned in two courses of similar content. See individual course descriptions.

Student Credit Load and Limitations

The total number of credits taken in any given quarter will vary depending on each student's goal. Students should note the following limitations:

- International students or students receiving financial aid, veterans' benefits, or other agency funding will usually have a minimum number of credit hours required per quarter. It is the student's responsibility to check with the appropriate advisor and know these requirements. Normally, 12 credits meet the requirement for full-time status. (During summer quarter, the Veterans' Resource Center establishes the minimum credits needed for full-time status for veterans receiving benefits.)
- Students wishing to take more than 20 credit hours per quarter need permission from a designated Enrollment Services staff member at the time of registration, except when a single course or a prescribed program requires more than 20 credit hours in a given quarter.

The college reserves the right to deny registration by a single student in two sections of the same course in order to maximize the availability of seats for all prospective and current students.

Auditing a Course

A student who desires to attend classes but does not wish to receive grades or credits may enroll as an auditor. Full tuition and fees are charged. Students that drop an audited class follow the same refund policy and deadlines. Students who wish to change from audit to credit (or credit to audit) during a quarter must receive permission from the course instructor. Certain courses may not be available for audit. See individual course descriptions.

If a student who is enrolled for audit does not attend regularly and fails to withdraw officially, the instructor may issue a grade of V (unofficial withdrawal). Running Start students may audit a course only if they pay the tuition themselves, since school districts do not reimburse for non-credit enrollment.

Repeat a Course to Improve Grade Point Average (G.P.A.)

Some courses can be repeated for additional credit up to the maximum specified. A separate grade is issued for each completion. See individual course descriptions or your advisor for such courses.

Repeating a Course to Change a Grade

Courses may be repeated to improve the grade earned, but credit is applied only once. In no circumstance will any course be repeated more than twice in order to improve a grade; (this is defined as two repeats in addition to the original enrollment). Permission may be required to repeat a course, and/or requirements specific to an individual program of study may affect eligibility to repeat a course.

To repeat a course for the purpose of improving a grade, the student must register for the course,, and pay all necessary fees. The highest grade earned of the original or repeated courses will be used to calculate the student's cumulative grade point average.

A form is only needed if the first attempt was taken prior to Fall 2021. The form can be found in our Forms Library for Students online or in-person with Enrollment Services.

Other colleges and universities may not accept a grade earned in a repeated course. If accepted, the grade may be treated differently in the calculation of grade point average.

GRADING SYSTEM

Everett Community College uses a letter symbol grading system to assess academic achievement. For traditional grades (A through F) the grade point values are:

Grade	Point Value	Grade	Point Value
A	4.0	C	2.0
A-	3.7	C-	1.7
B+	3.3	D+	1.3
B	3.0	D	1.0
B-	2.7	F	0.0
C+	2.3		

Interpretation of Grade Symbols

A (4.0) High Degree of Excellence of Achievement

In relation to the standards set for the class, the student has done an exceptionally high level of work.

B (3.0) Better than Average Achievement

In relation to the standards set for the class, the student has significantly exceeded the average.

C (2.0) Average Achievement

In relation to the standards set for the class, the student accomplished an average level of work and met more than the minimum requirements.

D (1.0) Low Standard of Achievement

In relation to the standards set for the class, the student did not do average work and met only the minimum requirements. Grade of D- does not meet the requirements for a degree or certificate.

F (0.0) Failure to Complete Minimum Requirements

In relation to the standards set for the class, the student failed to achieve the minimum requirements.

+ and - Symbols

The symbols + and - may be used with traditional letter grades A through D to differentiate levels of achievement within a grade range. The + is not used with the letter grade A or F.

Non-Traditional Grades

The following non-traditional grades are also used when appropriate:

I Incomplete

N Audit

R Repeat

S Satisfactory

U Unsatisfactory

V Instructor Withdrawal

W Withdrawal

Y In-Progress

Non-traditional grades (N,Y,I,W,S,U,V and V1) have no grade point value and, except for the S grade, no credit is awarded. Courses in which these grades are received are excluded from the grade point average calculation by Everett Community College.

Students receiving financial assistance should inquire at the Financial Aid office regarding the effect of receiving a non-traditional grade on eligibility for assistance.

Grades of I, S, U, V, W, and Y may be evaluated differently by other colleges and universities.

N Audit

Means class attendance and participation without evaluation. Courses taken on this basis carry no credit and do not count toward graduation, and cost the same as credit-bearing classes.

Students can register for classes as an audit with assistance from Enrollment Services in-person or via email at registration@everettcc.edu. Once the quarter begins, written instructor permission is needed to change the class from grade eligible to audit. It is the student's responsibility to check their student schedule in the event a class is registered as an unintended audit.

Y In-Progress

Indicates a course has not yet officially ended, and the student is still actively involved in finishing the required work. This grade is used in courses that have an official ending date scheduled after the end of the regular quarter.

The course requirements must be completed within one year of the date the Y is given; otherwise, it will revert to an F grade. An instructor may specify a completion date earlier than one year in the course syllabus.

I Incomplete

Given when a student has satisfactorily completed most of the requirements for a course but, for an unavoidable reason, has been unable to complete a specific course requirement or take the final examination.

The grade is given only if previous arrangements have been made with the instructor to complete the course requirements. A written copy of these arrangements will be placed in the appropriate division dean's office. The course requirements must be completed within one year of the date the I grade is received. Incomplete grades not made up within one year will revert to an F grade on the student transcript, and no credit will be earned.

W Withdrawal

Indicates that registration in a course has been officially canceled by the student. It is granted to all students who officially drop a class on or before the published deadline. Failure on the part of the student to withdraw officially from a class by the published deadline may result in an F grade if the student has not completed the minimum course requirements. An excessive number of withdrawals may be cause for review of the student's academic record.

R Repeat

Transcripts that are located only in our HP Legacy student management system will show the notation of "R" is made next to the grade of a course which has been repeated, if the student has submitted a course repeat card.

Transcripts that are found in ctcLink have a notation next to the original grade on the transcript. The original grade remains on the transcript, but is not included in the GPA calculation.

S Satisfactory

Indicates C or higher level of achievement in a course taken on an S/U basis. The S grade has no grade point value and is not used in the calculation of grade point average, but credit is awarded for the course. Instructor's permission is required to take a course on a satisfactory/unsatisfactory basis.

U Unsatisfactory

Indicates less than C level of achievement in a course taken on an S/U basis. The U grade has no grade point value and is not used in the calculation of grade point average. No credit is awarded for courses in which a U grade is received.

V Instructor Withdrawal

Given at the option of the instructor at the end of the term when a student has stopped attending class and has failed to officially withdraw. This grade may not be given after a Y or an I has been given.

D- Low Standard of Achievement

This grade is no longer used as of January 2014.

BEdA Grading Basis and Transcripts

Per the State Board for Community and Technical Colleges coding policy, classes coded with a BEdA grading basis will exclude basic skills credits from the student's transcript report. The class will be shown with a grade, but no credits. Credits included on the transcript are included in quarterly and cumulative credit totals.

Final Grade Reports

Final grades are available shortly after the end of each quarter. Students may see their grades by viewing their unofficial transcript online.

For information on how to access an unofficial transcript, please visit EverettCC.edu/Transcripts.

Grade Errors and Changes

The deadline for requesting and submitting a grade change is the end of the quarter following the quarter in which the grade was given.

In the case of a conversion of an "I" or "Y" to a final grade given by the instructor, the deadline to request a change to the final grade is the end of the quarter following the quarter in which that final grade was given. In the case of Spring class grades, the deadline is the end of the following Fall quarter.

In most circumstances, the student should direct their initial concern about a grade to the instructor. Questions also may be directed to the dean for the instructor's division.

Grade Appeals

Students who have evidence of unfair treatment relating to their final grade may be said to have an academic grievance. Refer to WAC 132E-120-360 Academic Grievance Procedure in the Everett Community College Student Rights and Responsibilities Handbook for the procedure to resolve the grievance.

Grade Point Average (GPA)

A grade point average (GPA) is a measure of the student's overall academic performance. It is based upon those courses in which the student has received letter grades A through F. Non-traditional grades are excluded from GPA calculations. Everett Community College computes three separate student GPAs.

1. The quarterly grade point average is calculated by dividing the total quarterly number of grade points earned at EvCC by the total quarterly credit hours earned at EvCC. The quarterly GPA does not include credits transferred in from other institutions or EvCC credits earned during other quarters. The quarterly GPA is reported on the student's transcript each quarter.

2. The cumulative grade point average is calculated by dividing the total cumulative number of grade points earned in all quarters at EvCC by the cumulative total credit hours earned in all quarters at EvCC. All credits earned at EvCC are included in this grade point computation, whether or not they apply to the student's program of study. Credits transferred in from other institutions are not included in computation of this GPA. The cumulative EvCC grade point average is reported on the student's quarterly transcript.

3. The college level grade point average is calculated using only those courses numbered 100 or higher. The graduation grade point average is calculated by dividing the total cumulative number of grade points earned in all courses taken at EvCC by the total cumulative number of credit hours earned in those same courses, at the end of the last quarter of completion. The commencement grade point average is computed as of the end of the quarter prior to the last quarter.

Petition for Grade Exclusion

A returning student may submit a petition with Enrollment Services for a review of their academic record with the intent of excluding grades earned at Everett Community College from computation of EvCC cumulative grade point averages. This policy is designed for students who had difficulties (generally characterized by grades below C or 2.0) in their early term(s), left the college, returned later and demonstrated improved academic achievement.

In order to be eligible for grade exclusion, the student must meet the following criteria:

- At least one calendar year must have passed without the student's enrollment at EvCC.
- Grades to be excluded must have been awarded prior to the minimum year of absence.
- Only exclusion of all grades in the terms prior to absence will be considered; petition to exclude singular courses within a term or singular terms will not be considered.
- The student must demonstrate an ability to improve by completing at least 30 credits with a GPA of 2.5 or higher since returning to the college.

To initiate a petition for exclusion of grades, the student should contact Enrollment Services to obtain the appropriate form.

If the student's petition is approved, the grades to be excluded will still appear on the student's transcript but will not be used in calculating the grade point average.

This process cannot be used to circumvent either the EvCC repeat course policy or standards of academic progress; courses for which grades are excluded cannot be used to meet graduation requirements.

Students should be aware that other institutions might not honor such grade exclusions in computing grade point averages for admission or transfer.

ACADEMIC ACHIEVEMENT

Honors Program

EvCC's Honors program provides students who have successfully completed English 101 with a B or better and a 3.5 College-level GPA with an opportunity to enrich their academic experiences.

This can be done by either taking honors sections of a wide variety of general education courses or by completing an Honors contract with a specific instructor to enhance traditional sections of classes.

The Honors program is designed to fit into a student's degree track and should not require students to complete additional credits. Graduates of the Honors program present their culminating projects at the annual Honors Forum during the final week of classes of Spring quarter and are recognized as Honors Scholars in the annual commencement ceremony program. For more information, visit EverettCC.edu/Honors.

Quarterly Honor Roll

Students who achieve quarterly grade point averages of 3.60 and above in at least 10 EvCC traditionally graded credit hours are recognized at Everett Community College as follows:

- Students who earn a 4.0 grade point average are placed on the President's List.
- Students who earn a 3.60 to 3.99 grade point average are placed on the Vice President of Instruction's List.

Graduation with Distinction

Students who have met specific degree requirements will be graduated with distinction if their EvCC cumulative grade point average is:

Presidents Distinction - 4.0

High Distinction - 3.60 to 3.99

Distinction - 3.20 to 3.59

Satisfactory Academic Progress

Students must receive a minimum quarterly grade point average (GPA) of 2.0 to maintain satisfactory academic progress. Students must also satisfy any additional grade point requirements specified in the program checklist for the degree being sought.

Pursuant to state and federal funding guidelines, students enrolled in Transitional Studies and English Language Acquisition classes must complete at least one educational functioning level in at least one academic subject area within three quarters. Lack of such progress may result in dismissal from the program by the Dean of Transitional Studies. Decisions of the dean may be appealed to the Vice President of Instruction.

Academic Alert, Warning, Probation and Dismissal

Everett Community College students who fall below minimum GPA standards will be notified by a letter sent by email.

Students whose quarterly GPA falls below 2.0 for one quarter will be sent an Academic Alert letter.

Students whose quarterly GPA falls below 2.0 for two consecutive quarters will be sent an Academic Warning letter. An Academic Counseling Hold will be placed on their account. Continuation to the next quarter is subject to counselor approval.

Students whose quarterly GPA falls below 2.0 for three consecutive quarters will be placed on Academic Probation. An Academic Counseling Hold will be placed on their account. Continuation to the next quarter is subject to counselor approval.

Students whose quarterly GPA falls below 2.0 for a fourth consecutive quarter will be placed on Academic Dismissal. They will be dismissed from Everett Community College for four consecutive quarters.

Students who have been academically dismissed and would like to return before or after the four quarters of dismissal may submit a readmission appeal form six weeks before the quarter when they would like to return. The Readmission Committee will review their appeal and make a decision. Readmission Committee decisions may be appealed to the Vice President of Instruction.

Students are expected to make satisfactory progress toward completion of their educational program. An excessive number of I, V, W, and U grades received in courses attempted will be cause for review of the student's academic record and may result in academic warning, probation or dismissal.

Specific guidelines for the Satisfactory Academic Progress process are available from the Counseling & Student Success office. Various resources of the college are available to help students meet academic requirements. These include, but are not limited to, services of the counseling, tutoring, writing, and disabilities centers.

EvCC PATHWAYS

Everett Community College's pathways are designed to help students succeed. Pathways are similar areas of study that lead to related degrees and certificates.

For example, all the science, technology, engineering, and math-related areas of study form the STEM pathway. Students with a clear path are more likely to achieve their academic goals.

Each pathway has a support team who will work with students throughout their educational journey at EvCC.

All new students will select a pathway before registering for classes.

EvCC Pathways include: Advanced Manufacturing and Aerospace; Arts; Business; Exploratory, Healthcare; Humanities; Science, Technology, Engineering, and Math (STEM); Social Science, Education, Public Safety; and Transitional Studies.

For more information, see EverettCC.edu/Pathways.

EvCC Pathways Coaches

Most EvCC Pathways have a Pathways Coach. Coaches are designed to help students navigate their college and academic experience, identify resources and supports, and achieve their goals. Students are encouraged to connect with a Pathways Coach. For more information, visit EverettCC.edu/PathwaysCoaches.

Degree Planner

Degree Planner is a tool to assist in the evaluation and planning of a student's academic and professional/technical goals while at Everett Community College.

Degree Planner tracks progression toward the completion of a student's credential(s) at EvCC. Students can create and view the status of their own degree plan(s), as well as work with faculty advisors to create new and/or modify existing plans.

Degree Planner provides the ability to plan needed courses as best fits into their schedule, as well as compiling the unofficial record of a student's EvCC transcript, their currently-enrolled classes, and other credit(s) officially transferred in from external institutions.

Degree Planner is available via Starfish. Students should contact their faculty advisor for assistance with their Academic Plan. For technical Degree Planner questions contact starfish@everettcc.edu.

GRADUATION REQUIREMENTS FOR ALL CERTIFICATES AND DEGREES

A certificate is awarded for successful completion of a core of technical credits designed to prepare a student for immediate employment. An associate degree represents the equivalent of two years of full-time study in a university transfer program or specialized technical field.

EvCC values study in subjects that broaden a learner's perspectives and competencies. Therefore, some certificates and each degree requires students to take general education courses in communication, quantitative skills, human relations and other fields.

Students have the responsibility of verifying specific graduation requirements with their faculty advisors. Specific program requirements are stipulated in the program checklists available from Enrollment Services.

Philosophy Statement on General Education

"At Everett Community College, we believe that all people have both a right and a responsibility to find out who they are, what they can become and how they relate to others. We further believe that societies, and communities within them, can neither sustain themselves, nor flourish without people who understand themselves and the world in which they live. General Education is the life-long process through which people accumulate the knowledge, skills and understanding necessary to function more completely in complex and diverse societies. As an institution of learning, we acknowledge that we contribute to this process, and we commit ourselves to providing an

environment within which people will have the opportunity to further their growth as individuals and members of society."

EvCC General Education Task Force, 1998

Requirements for All Certificates and Degrees

The college provides assistance in determining completion of the required curricula for graduation through program checklists, advisors and counselors.

However, the final responsibility for meeting all academic and graduation requirements rests with the individual student. All certificate- and degree-seeking students are assigned a program advisor.

The requirements for all degrees are as follows:

- For any associate degree, a minimum of 90 credits is required, at least 30 of which must be earned at EvCC in order to be eligible for graduation. The 90 credits may not include any under 100-level High School Completion (HSC) courses. At least 30 credits must be traditionally graded and calculated in the EvCC GPA. Exception to the 30-credit residency rule: ATA in multi-occupational trades may use a minimum of 20 credits to satisfy the residency requirement. Where applicable, a maximum of three physical education activity credits may be included (in the A-List electives only) in the total.
- For any associate degree, all students must complete a diversity course. Such courses are designated with a Diversity Class Attribute. The diversity course may also be used to meet degree requirements, such as Social Science or Humanities, depending on the course selected, although the credit will only be counted once.
- For a certificate, the minimum number of credits varies by program. At least one third of the minimum credits required for the certificate must be earned at EvCC.

Students must satisfy all specific requirements for the certificate or degree sought, including:

1. Students who apply for a certificate or degree while currently attending, or within 12 months of their last attendance, must satisfy the requirements in effect at the time of the award of the certificate or degree, or published in a catalog or program checklist in effect at any time during their most recent continuous attendance at EvCC. (Continuous attendance is defined as completing at least one term within consecutive 12-month periods.) Students needing longer than five years to complete a given certificate or degree may be subject to updated graduation requirements.

Students are strongly encouraged to check with an advisor to confirm remaining degree requirements.

2. Students who apply for a certificate or degree after an absence of more than 12 months are subject to the requirements in effect:

A. at the time of their last attendance if, in fact, they fully met the requirements at that time. The certificate or degree is posted with the date of their last term at EvCC. Or,

B. at the time they submit the application for the certificate or degree if they are using transfer credit from a more recently attended institution toward the EvCC certificate or degree. The certificate or degree will be posted with the date of the term in which the application was submitted.

3. Earn an EvCC cumulative grade-point average of at least 2.0. (Transfer to four-year public and private colleges and universities is competitive. Many four-year institutions require a higher grade point average for admission.)

4. Fulfill all obligations to the college, financial or otherwise.

5. File an application for graduation with the Enrollment Services office. This should be done at least one quarter before the quarter of intended graduation. Students who plan to participate in the June commencement ceremony and have their name printed in the commencement program must RSVP. The deadline to apply for graduation is the 10th day of the intended last quarter or census. See the Academic Calendar in the front of the Catalog. Applications received after that deadline will still receive consideration but may be delayed until the on-time applications are completed.

Please note that degrees may be auto-conferred if it is determined by the Enrollment Services office that a student has met all requirements for a certificate or degree.

Certificates

Certificates of Completion are awarded in many technical and career fields and are designed to prepare graduates for employment. Generally, certificate programs are about a year long. In many cases, the courses completed for a certificate will also lead to an associate degree if the student completes additional requirements.

Specific requirements for each certificate are outlined in the college's program checklists, available from advisors, the Counseling & Student Success office, and the Enrollment Services office. Currently, certificates are awarded in:

- Certificate in Advanced Manufacturing Technology in Precision Machining
- Certificate in Advanced Manufacturing Technology in Technical Design, CAD
- Certificate in Advanced Manufacturing Technology in Welding and Fabrication
- Certificate in Advanced TIG Welding
- Certificate in Aerospace Composites Foundations
- Certificate in Aerospace Composites Technician
- Certificate in Aerospace Welding/Fabrication
- Certificate in Aircraft Avionics Systems
- Certificate in Aircraft Electronics Technician
- Certificate in Aircraft Troubleshooting
- Certificate in AutoCAD
- Certificate in Aviation Maintenance
- Certificate in Aviation Maintenance Master Class
- Certificate in Avionics Technician
- Certificate in Bookkeeping
- Certificate in Business Administration
- Certificate in Business Technology
- Certificate in CATIA 3D Experience
- Certificate in Computer Support Specialist
- Certificate in Cosmetology
- Certificate in Cyber Crime Investigation
- Certificate in Cybersecurity Analyst
- Certificate in Early Childhood Education Administration
- Certificate in Early Childhood Education Specialization in Family Childcare

- Certificate in Early Childhood Education Specialization in General
- Certificate in Early Childhood Education Specialization in Infants/Toddlers
- Certificate in Early Childhood Education Specialization School Age Care
- Certificate in Electronics
- Certificate in Emergency Medical Technician
- Certificate in Entry Level Welding
- Certificate in Event Planning
- Certificate in Food/Beverage
- Certificate in Graphic Design
- Certificate in Hair Design
- Certificate in Healthcare Risk Management
- Certificate in Interactive Web Design
- Certificate in Mastercam Machining
- Certificate in Mechatronics Systems
- Certificate in Medical Assistant
- Certificate in Medical Billing Specialist
- Certificate in Medical Coding
- Certificate in Medical Front Office
- Certificate in Medical Interpreter-Spanish
- Certificate in Medical Office Administration
- Certificate in Network Administrator
- Certificate in Numerical Control Program Mastercam and Vericut
- Certificate in Numerical Control Programming CATIA 3D Experience
- Certificate in Numerical Control Programming Foundation
- Certificate in Phlebotomy
- Certificate in Robotics Foundations
- Certificate in Solid Works
- Certificate in Sub-Arc Welding
- Certificate in System Administrator
- Certificate in Welding
- State Certificate in Early Childhood Education
- State Initial Certificate in Early Childhood Education

The college reserves the right to add, change, or terminate certificate programs.

Associate Degrees

EvCC offers associate degrees in both university transfer and technical and career areas. Preparation for a major at a university can be accomplished through careful selection of courses that meet the requirements of our degrees. Information about preparing for majors in a wide variety of areas is available in our program checklists. See also the information on transferring at the end of this section.

Associate in Arts and Sciences (AAS) – DTA is awarded for completion of a program of study designed primarily for transfer to a four-year college or university. The AAS - DTA degree meets statewide general transfer guidelines, often referred to as the direct transfer degree, or DTA.

Associate in Business (DTA) degree is structured to enable a student to prepare for a university major in business administration or accounting.

Associate in Science - Transfer (AS-T) degree is designed for students majoring in sciences, computer science and engineering who wish to transfer to a Washington college or university. Students preparing to transfer to a university for a bachelor's degree in engineering may follow one of three major-ready pathways:

- Associate in Science-Transfer to Biological, Environ/Resource, Chemistry, Geology and Earth Sciences
- Associate in Science-Transfer Civil and Mechanical Engineering Track 2/MRP
- Associate in Science-Transfer Computer and Electrical Engineering Track 2/MRP
- Associate in Science-Transfer to Engineering, Computer Science, Physics, and Atmospheric Sciences

Associate in Pre-Nursing (DTA/MRP) prepares students who wish to complete their first two years of general education requirements and prerequisites prior to transferring to a university toward a bachelor's degree in nursing.

Associate in Nursing (DTA/MRP) prepares students interested in attending one of Washington's universities to complete an RN to Bachelor of Science in Nursing. This degree includes general education requirements and prepares a student for licensure as a registered nurse through Washington state.

The Associate in Applied Science - Transfer (AAS-T) is designed in coordination with a university and enables students to use a designated technical program toward a specific university major, such as computer information systems. Options are:

- Associate in Applied Science in Aviation Maintenance Technology
- Associate in Applied Science - Transfer in Criminal Justice
- Associate in Applied Science-Transfer Fire Science
- Associate in Applied Science-Transfer in Medical Assistant
- Associate in Applied Science-Transfer Information Technology

Associate in General Studies (AGS) is awarded for completion of a program of study in general education.

Associate in Fine Arts (AFA) is awarded for completion of coursework in the interdisciplinary arts. Areas of emphasis are Photography, Studio Arts, and Written Arts.

Associate in Technical Arts (ATA) is awarded for completion of a program of study in technical education. Degrees are awarded in these fields:

- Associate in Technical Arts in Airframe/Avionics
- Associate in Technical Arts in Accounting
- Associate in Technical Arts in Advanced Manufacturing Technology in Composites
- Associate in Technical Arts in Advanced Manufacturing Technology in Precision Machining
- Associate in Technical Arts in Advanced Manufacturing Technology in Technical Design, CAD
- Associate in Technical Arts in Advanced Manufacturing Technology in Welding and Fabrication
- Associate in Technical Arts in Advanced Manufacturing Technology-Mechatronics
- Associate in Technical Arts in Aircraft Electronics Technician
- Associate in Technical Arts in Aviation Maintenance Technician
- Associate in Technical Arts in Business Administration
- Associate in Technical Arts in Business Technology

- Associate in Technical Arts in Cosmetology
- Associate in Technical Arts in Early Childhood Education
- Associate in Technical Arts in Engineering Technology
- Associate in Technical Arts in Graphic Design and Web Design
- Associate in Technical Arts in Information Technology
- Associate in Technical Arts in Medical Assistant
- Associate in Technical Arts in Medical Coding and Billing
- Associate in Technical Arts in Multi-Occupational Trades
- Associate in Technical Arts in Welding

EvCC reserves the right to add, change or terminate degree programs. Current requirements for the degrees follow and are subject to change.

Associate in Arts & Sciences (AAS) – Direct Transfer Agreement (DTA)

Requirements for AAS Degree (DTA)

Everett Community College has agreements with most four-year colleges and universities in the state for direct transfer of EvCC students under guidelines developed by the Inter-College Relations Commission of the Washington Council on High School-College Relations. Under these agreements EvCC's Associate in Arts and Sciences degree, when earned under the DTA, may be used to satisfy the lower division general education requirements of the four-year colleges and universities. A comparable agreement has also been negotiated with several universities in Oregon.

Accepting the AAS-DTA are: Bastyr University, Central Washington University, City University, Eastern Oregon University, Eastern Washington University, Evergreen State College, Gonzaga University, Heritage University, Northwest University, Oregon State University, Pacific Lutheran University, Portland State University, Seattle Pacific University, Seattle University, St. Martin's University, University of Oregon, University of Puget Sound, University of Washington, Washington State University, Western Washington University, Whitman University, and Whitworth College.

This degree fulfills only lower-division general university requirements. Most professional programs have additional course requirements and higher GPA requirements for admission.

Students intending to major in professional programs such as business, engineering, education, nursing, sciences, and physical therapy, for example, should consult the appropriate program checklist and the catalog of the four-year school for special admission or graduation requirements.

Some colleges and universities have imposed special requirements in addition to the Direct Transfer Degree. The following list is probably not complete. Students intending to transfer to a specific college or university should read their catalog carefully and consult with the undergraduate admissions office well in advance of transferring.

1. Students should select courses within the AAS-DTA that prepare them for their major. For some universities this will provide an added edge if admission is very competitive.

2. Students intending to transfer to the University of Washington should be aware that additional general education requirements may be imposed at the time of transfer.

3. Students are encouraged to check with the receiving institution for current GPA

and world language admission requirements.

4. Additional theology/philosophy courses are required for graduation by Gonzaga University, Northwest University, Pacific Lutheran University, Saint Martin's University, Seattle Pacific University, Seattle University, and Whitworth College.

Hope International University, the University of Maryland University College, Minot State University (ND), the University of Phoenix, Capella University, Temple University – Japan, Kaplan University, and Fort Hays University also provide for special transfer arrangements for students with the AAS – DTA.

Students who transfer without the degree will have their courses evaluated for satisfaction of general education distribution and elective requirements on a course-by-course basis according to the policy of the four-year college or university. Recognition of non-traditionally graded courses, CLEP credits, and equivalency credits varies by each four-year college and university.

Students must satisfy all requirements described above in Graduation Requirements for all certificates and degrees. Direct Transfer degrees require successful completion of at least 90 applicable credits with a cumulative GPA of at least 2.0, following the requirements below.

- At least 60 quarter credits must be from courses listed in the four distribution areas: Basic Skills – 15 minimum; Humanities – 15 minimum; Social Sciences – 15 minimum; and Natural Sciences – 15 minimum. No more than 15 credits may be from restricted electives. Courses may be applied toward only one distribution area, even if listed as usable in more than one area.
- Courses must be completed with a grade of 'D' or above.
- Common Course Numbers are represented with an ampersand (&) next to the number. Common Course Numbers (CCN &) are common only in the Washington community and technical college system, not necessarily with universities. An "&" does not indicate any extraordinary transferability to a university.
- No more than 10 credits in any one discipline may be applied to the Humanities, Social Science and Natural Science distribution areas. For example, a student who takes a History as a Humanities and a History as a Social Science has met the maximum credits for History in the distribution. Additional History credits could be used as electives.

I. COMPLETION of a College Success Course, 2 credits. Most students will take COLL 101 to meet this requirement. Pathway-specific versions of College Success may be available to meet the requirement, for example STEM 101 or HP 101.

II. COMPLETION of a Diversity Course, 5 credits. Diversity courses focus on perspectives related to diversity in our society. Courses are listed in the Class Schedule with a Diversity Class Attribute. They are typically found in the areas of Communications, Humanities, Social Sciences and Transfer Electives. A "D" course may count toward one of the requirements listed below, as well as meet the Diversity Course requirement. Please consult with your advisor.

Diversity Courses:

- Anthropology: 116, 122, &206, &216, 230, &234, 255
- Art History: 124, 228
- Botany: 115
- Business: 110
- Business Technology: 181
- Chicano Studies: 105
- Communication Studies: &240

- DESJ: 298
- Drama: 107
- Early Childhood Education: 140
- Economics: 101
- Education: &115
- English: &101 (designated sections), &102 (designated sections), 120, 135, 175, 183, 203 (designated sections), 263
- Geography: 102, 201
- Global Studies: 101, 105, 185, 186, 187, 188, 281
- Health: 150
- History: 103, 170, &215
- Human Development: 201
- Humanities: 110, 150, 160, 166, 178, 180, 200, 247
- Music: 110
- Philosophy: 125
- Political Science: 210
- Psychology: 210
- Sociology: 170, 220, 255

III. BASIC SKILLS DISTRIBUTION (15 credits minimum)

A. Basic Communication Skills (10 credits minimum)

- English: &101 (required)

Plus 5 additional credits from:

- English: &102, 103, 105, 211, &230, &235
- Anthropology: &206 (beginning Fall 2013)
- Communication Studies: &220, 223

B. Basic Quantitative Skills (5 credits minimum)

- Math: &107, 138, &141, &142, &144, &146, &148, &151, &152, &163, 246, &254, 260, 261, &264
- Philosophy: &120

IV. HUMANITIES DISTRIBUTION

15 credits minimum from at least two different disciplines; no more than 5 credits of 100-level world languages (marked with *); and no more than 5 credits from Performance Skills (HP) in the next section. No more than 10 credits in any one discipline may be applied to the Humanities, Social Science and Natural Science distribution areas.

Humanities unrestricted list

- Arabic: 121, 122, 123
- Art: 224
- Art History: &100, 124, 220, 221, 222, 226, 228
- American Sign Language: &121*, &122*, &123*, &221, &222, &223.
- Chicano Studies: 105
- Chinese: &121*, &122*,&123*.
- Communication Studies: &102, 104, &210, &220, 223, &230, &240.
- Drama: &101, 107
- English: 105, 110, &111, &113, 120, 135, 171, 173, 175, 183, 203, 210, &224, &225, 229, 233, 240, &246, 247, 251, 252, 253, &254, 263
- Film: 100, 102
- French: &121*, &122*, &123*, &221, &222, &223
- German: &121*, &122*, &123*, &221, &222, &223
- Global Studies: 102, 103, 105, 185, 187, 188, 281
- History: 100, 103, 111, 112, &146, &147, &148, 170, 210, &214, &215
- Humanities: &101, 110, 125, 150, 160, 166, 170, 178, 180, 195, 196, 197, 200, 210, 227, 247, 247, 248
- Italian: 121*, 122*, 123*
- Japanese: &121*, &122*, &123*, &221, &222, &223

- Linguistics: 200
- Music: &105, 110, 115, 116, &141
- Philosophy: &101, 110, 114, &115, 125, 150, 214, 215, 234, 267
- Photography: 230
- Russian: &121*, &122*, &123*, &221, &222, &223
- Sociology: 170, 248
- Spanish: &121*, &122*, &123*, &221, &222, &223
- Speech: See Communication Studies
- Theatre: See Drama

Humanities restricted list - Performance Skills (HP)

5 credits maximum. This category is optional.

- Art: 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 123, 135, 140, 141, 142, 200, 201, 205, 206, 210, 211, 213, 215, 216, 230, 231, 232, 240, 241, 242, 243, 270, 271, 272, 273, 274, 280, 294
- English: 106, 108, 109, 165, 166, 168, 169, 205, 206, 208, 209
- Drama: 100, 102, 121, 130
- Humanities: 184
- Journalism: 101, 110, 111
- Music: 117, 118, 119, 124, 125, 126, 128, 140, 147, 151-159, 217
- Photography: 110, 111, 112, 151, 210, 211, 212

V. SOCIAL SCIENCES DISTRIBUTION

15 credits minimum from at least two disciplines. No more than 10 credits in any one discipline may be applied to the Humanities, Social Science and Natural Science distribution areas.

- Anthropology: 116, 122, 201, 202, 203, &204, &206, &216, 230, &234, 255, 270, 271
- Business: &101, &201
- Communication Studies: &102, &210, &230, &240
- Criminal Justice: &112
- DESJ: 297, 298
- Early Childhood Education: &105
- Economics: 101, &201, &202
- Education: &115 (effective Fall 2013), &202
- Geography: 101, 102, 200, 201, 201, 220, 230, 240
- Global Studies: 101, 102, 103, 186, 187, 188, 281
- History: 100, 103, 111, 112, &146, &147, &148, 170, 210, &214, &215
- Humanities: 110, 178, 180, 200, 248
- Linguistics: 200
- Philosophy: &101, 110, &115, 118, 125, 215, 267
- Political Science: &101, &200, &202, &203, &204, 205, 210
- Psychology: &100, 125, &200, 205, 209, 210, &220, 225, 230, 235, 240
- Sociology: &101, 150, 160, 170, &201, 209, 220, 230, 233, 240, 248, 255, 257

VI. NATURAL SCIENCES DISTRIBUTION

15 credits minimum from at least two different disciplines. Must include a lab-science course from Part A below. Only five credits allowable from Part C below. No more than 10 credits in any one discipline may be applied to the Humanities, Social Science and Natural Science distribution areas.

Part A: Biological/Earth/Physical Science courses (Lab):

- Anthropology: &215
- Astronomy: &101, &115, 122
- Atmospheric Science: 101

- Biology: &100, 103, 107, 130, 190, &211, &221, &222, &223, &231, &232, &260
- Botany: 113, 115
- Chemistry: &110, &121, &131, &140, &161, &162, &163, &261, &262, &263
- Engineering: 205
- Environmental Studies: &101
- Geography: 205 (beginning Winter 2008)
- Geology/Geoscience: 102, &103, 104, 106, 107, 108, &110, 190, &208
- Natural Science: 105, 107, 150
- Nutrition: 180 (effective Fall 2016)
- Oceanography: &101, 190
- Physics: 102, 103, &114, &115, &116, &231, &232, &233, &241, &242, &243
- STEM: 102

Part B: Biological, Earth or Physical Science courses (Non-Lab):

- Anthropology: &115, 201 (prior to Spring 2003)
- Astronomy: &100
- Biology: 105, 142, 183
- Environmental Studies: &100, 250
- Geology/Geoscience: 105
- Natural Science: 103
- Nutrition: &101, 126, 136, 160, 180 (prior to Fall 2016), 216, 226

Part C: Other Science courses

5 credits maximum may be applied toward Natural Science Distribution:

- Computer Science: 110, &131, 132, &141, 143, 233, 260
- Engineering: 110, 111, &114, 120, 121, 201, &214, &215, 216 (effective Spring 2014), &224, &225, 240
- Geography: 205 (prior to Winter 2008)
- Geographic Info Systems: 200, 201, 205
- Mathematics: 100, &107, 138, &141, &142, &144, &146, &148, &151, &152, &163, 246, &254, 260, 261, &264
- Philosophy: &120
- STEM: 103, 105

VII. TRANSFER ELECTIVES (List A)

Any course listed under Distribution credits above may be used as a transfer elective. Additional courses which are fully transferable as electives toward the 90 credits required for this degree are:

- Accounting: &201, &202, &203
- Art: 275, 276, 277, 297
- Business: 150, 200, 230, 250
- Criminal Justice: &101, &105#, &110#, &240
- Early Childhood Education: 130
- Education: &115D#, &203#, 250-252#
- Engineering: &104, 108, 109, 121, 202, &204, 220, 298
- English: 150, 151, 152
- German: 190
- Graphic Arts: 120#
- Human Services: 101
- Humanities: 115
- Journalism: 170
- PEHW Pre-Professional courses: 201, 203, 235.
- PEHW Activity courses 100 and above: Only 3 credits maximum may be applied toward the degree.
- Photography: 116, 118
- Psychology: 150, 256

NOTE: Courses noted with a # are acceptable for students transferring AFTER Spring 2007.

VIII. APPLIED ELECTIVES (LIST B) 15 CREDITS MAXIMUM

Any course numbered 100 or above and not listed under distribution or transfer electives (list A), except ART 130, FIRE 254 and PHYS 130.

Associate in Business – Direct Transfer Agreement/ Major-Related Program

Students interested in attending one of Washington's universities majoring in business administration, accounting, economics, management, and other areas related to business may consider completing the Associate in Business – Direct Transfer Agreement/Major-Related Program (DTA/MRP) degree. This degree follows a pattern very similar to that of the AAS – DTA, but specifies courses that meet prerequisites for business majors. To complete this degree, students must:

- Successfully complete a minimum of 90 applicable quarter hours as listed in the Associate in Business Degree Checklist,
- Take courses consistent with the statewide agreement posted on the SBCTC website: sbctc.edu/colleges-staff/programs-services/transfer/major-related-programs
- Earn a minimum cumulative GPA of 2.0,
- Complete the prerequisites for the major with a grade of at least C, and
- Satisfy all requirements described earlier in graduation requirements for all certificates and degrees.

BASIC COMMUNICATION SKILLS

ENGL& 101 English Composition I	5
ENGL& 102 English Composition II	5

BASIC QUANTITATIVE SKILLS

MATH 138 Applied Algebra or MATH& 141, 142, 144 Precalculus	5
MATH& 148 or Business Calculus or MATH& 151 Calculus I	5

HUMANITIES

Fifteen credits from the AAS DTA Humanities distribution list. Maximum 10 credits from any distribution area; no more than five credits at the 100-level of world language and no more than five credits of performance arts.

Humanities courses	15

SOCIAL SCIENCE

Ten credits in economics; five credits subject other than economics from the AAS DTA Social Science distribution list. BUS &101 recommended.

ECON& 201 Micro Economics	5
ECON& 202 Macro Economics	5
Other Social Science course	5

NATURAL SCIENCE

5 credits in statistics; 5 credits each from the AAS DTA Natural Science distribution lists Part A and Part B. No more than 10 credits from any one discipline on the AAS DTA Natural Science distribution list.

*MATH& 146 Intro to Statistics	5
Part A (lab course)	5
Part A or Part B	5

REQUIRED BUSINESS-SPECIFIC ELECTIVES

ACCT& 201 Principles of Accounting I	5
ACCT& 202 Principles of Accounting II	5

ACCT& 203 Principles of Accounting III 5

BUS& 201 Business Law 5

OTHER ELECTIVE

Choose from courses numbered 100 or above.

Elective course 5

Associate in Science – Transfer (AS-T)

Students who are pursuing a natural, physical or computer science major may find the Associate in Science a good vehicle for transfer to most of Washington's universities. The Associate in Science – Transfer has two tracks.

Associate in Science-Transfer to Biological, Environ/Resource, Chemistry, Geology and Earth Sciences

- Biology Concentration
- Chemistry Concentration
- Geology Concentration

Associate in Science-Transfer to Engineering, Computer Science, Physics, and Atmospheric Sciences

- Astronomy and Physics Concentration
- General Engineering Concentration

Students earning this degree will normally transfer with junior standing and about half of the lower division general education requirements of the baccalaureate colleges and universities.

Remaining general education courses may be taken after transfer and prior to completion of a baccalaureate degree. This degree enables students to concentrate on fulfilling pre-major coursework in their intended field of study.

Program checklists for each of these tracks are available at EverettCC.edu/Programs. Please note that science sequences (example: PHYS& 114-116) should not be broken up between institutions.

In addition to the specific requirements for the AS-T degree, students must:

- Complete at least 90 applicable credits with a cumulative GPA of at least 2.0., and
- Satisfy the requirements as described in graduation requirements for all certificates and degrees.

It is essential to work with an advisor for the AS-T degree.

GENERAL REQUIREMENTS

Completion of a College Success Course.

Completion of a Diversity Course.

BASIC COMMUNICATION SKILLS

ENGL& 101 5 credits

BASIC QUANTITATIVE SKILLS

Fifteen credits selected from MATH& 151, 152, 163, 254, 146; including at least one of MATH& 153, 254, or 146.

Quantitative Skills 15 credits

HUMANITIES AND SOCIAL SCIENCES

Fifteen credits from both the AAS DTA Humanities and Social Sciences distribution lists.

Humanities and Social Science 15 credits

NATURAL SCIENCE

Courses specific to selected discipline 43-55 credits

ELECTIVES

Choose from courses numbered 100 or above 0-12 credits

Minimum 90 credits required

Associate in Science – Transfer Civil and Mechanical Engineering Track 2 Major-Related Program

The Associate in Science in Civil and Mechanical Engineering AS-T Track 2/Major-Related Program (AS-T Track 2/MRP) prepares students who wish to pursue a bachelor's degree in Engineering at a university following completion of an associate degree program that satisfies lower division general education requirements. This degree is accepted under agreement with designated Washington universities and satisfies the lower-division general education requirements in most cases. Advisor guidance is strongly recommended. To complete this degree students must:

- Successfully complete a minimum of 110.5 applicable quarter hours as listed in the Associate in Science - Transfer Civil and Mechanical Engineering Track 2/MRP (MEEMCAS) Checklist
- Earn a minimum cumulative GPA of 2.0,
- Satisfy all requirements described earlier in graduation requirements for all certificates and degrees.

GENERAL REQUIREMENTS

Completion of a Diversity Course

BASIC COMMUNICATION SKILLS

ENGL& 101 English Composition I	5

BASIC QUANTITATIVE SKILLS

MATH& 151 Calculus I	5
MATH& 152 Calculus II	5
MATH& 163 Calculus III	5
MATH 260 Linear Algebra	5
MATH 261 Differential Equations	5

HUMANITIES AND SOCIAL SCIENCE

Fifteen credits in three different disciplines; one course from the AAS DTA Humanities distribution list and one from the Social Science distribution lists. Third course may be from either Humanities or Social Science. Maximum 10 credits from any distribution area; no more than five credits in world language or performance arts.

Humanities and Social Science courses 15

NATURAL SCIENCE AND ENGINEERING

CHEM& 161 General Chemistry I	5.5
CHEM& 162 General Chemistry II	5.5
ENGR 111 Intro to Engineering I	5
ENGR& 214 Statics	5
ENGR& 215 Dynamics	5
ENGR& 225 Mechanics of Materials	5
PHYS& 241/231 Engineering Physics I	5.5
PHYS& 242/232 Engineering Physics II	5.5
PHYS& 243/233 Engineering Physics III	5.5

SPECIALIZATION COURSES

Minimum 16 credits. Select a minimum four courses as appropriate for the intended major and transfer institution. See program checklist for course recommendations.

CS& 131 Computer Science I	5
ENGR& 114 Engineering Graphics	4
ENGR 121 Intro to Engineering 2: Design	5
ENGR 201 Fundamentals of Materials Sci	5
ENGR& 204 Electrical Circuits	5
ENGR 216 Integrated Computer Aided Design	4
ENGR 220 Breaking Lab	2
ENGR& 224 Thermodynamics	5
ENGR 240 Applied Numerical Methods	5
ENGL& 230 Technical Writing	3

MATH& 264 Calculus	5

Minimum of 110.5 credits

Associate in Science - Transfer to Computer and Electrical Engineering Track 2 Major-Related Program

The Associate in Science in Computer and Electrical Engineering AS-T Track 2/Major-Related Program (AS-T Track 2/MRP)(EECCEAS) prepares students who wish to pursue a bachelor's degree in engineering at a university following completion of an associate degree program that satisfies lower division general education requirements. This degree is accepted under agreement with designated Washington universities and satisfies the lower-division general education requirements in most cases. Advisor guidance is strongly recommended. To complete this degree students must:

- Successfully complete a minimum of 105 applicable quarter hours as listed in the Associate in Science in Pre-Engineering DTA/MRP and as outlined in the Engineering program checklist,
- Earn a minimum cumulative GPA of 2.0,
- Satisfy all requirements described earlier in graduation requirements for all certificates and degrees.

GENERAL REQUIREMENTS

Completion of a Diversity Course

BASIC COMMUNICATION SKILLS

ENGL& 101 English Composition I	5

BASIC QUANTITATIVE SKILLS

MATH& 151 Calculus I	5
MATH& 152 Calculus II	5
MATH& 163 Calculus 3	5
MATH 260 Linear Algebra	5
MATH 261 Differential Equations	5

HUMANITIES AND SOCIAL SCIENCE

Fifteen credits from the AAS DTA Humanities and Social Science distribution list.

Maximum 10 credits from any distribution area; no more than five credits at the 100 level in world language; no more than five credits of performance arts.

Humanities and Social Science courses	15

NATURAL SCIENCE AND ENGINEERING

CHEM& 161 General Chemistry I	5.5
CS& 131 or 141 Computer Science I	5
ENGR 111 Intro to Engineering I	5
ENGR& 204 Electrical Circuits	5
PHYS& 241/231 Engineering Physics I	5.5
PHYS& 242/232 Engineering Physics II	5.5
PHYS& 243/233 Engineering Physics III	5.5

SPECIALIZATION COURSES

Minimum 22 credits. Select a minimum of five courses as appropriate for the intended major and transfer institution. See program checklist for course recommendations.

BIOL& 222 Majors Cell/Molecular	5
CHEM& 162 General Chemistry II	5.5
CS 143 or 132 Computer Science I	5
CS 233 Advanced Data Structures	5
ENGR 121 Intro to Engineering 2	5
ENGR 202 Logic Circuits	6
ENGR 205 Electric Circuits Lab	1.5
ENGR& 214 Statics	5
ENGR& 215 Dynamics	5

ENGR& 224 Thermodynamics	5
ENGR& 230 Technical Writing	3
ENGR 240 Applied Numerical Methods	5
MATH& 264 Calculus 4	5

Minimum 106 credits

Associate in Pre-Nursing – Direct Transfer Agreement/ Major-Related Program

The Associate in Pre-Nursing Direct Transfer Agreement/Major-Related Program (DTA/MRP) prepares students who wish to pursue a bachelor's degree in nursing at a university following completion of an associate degree program that satisfies lower division general education requirements.

This degree is accepted under agreement with designated Washington universities and satisfies the lower-division general education requirements in most cases. Advisor guidance at both EvCC and the transfer institution is strongly recommended.

To complete this degree students must:

- Successfully complete a minimum of 90 applicable quarter hours as listed in the Associate in Pre-Nursing DTA/MRP,
- Earn a minimum cumulative GPA of 2.0,
- Satisfy all requirements described earlier in graduation requirements for all certificates and degrees.

GENERAL REQUIREMENTS

Completion of a Diversity Course

BASIC COMMUNICATION SKILLS

Ten credits; listed courses are required.

ENGL& 101 English Composition I	5
ENGL& 102 Composition II	5

BASIC QUANTITATIVE SKILLS

Five credits; listed courses are required.

MATH& 146 Introduction to Statistics	5

HUMANITIES

Fifteen credits from AAS DTA Humanities distribution list. CMST& 220 is required; CMST& 210 is recommended. Limit of five credits from the Humanities performance category. Third course may not be a CMST course.

CMST& 220 Public Speaking	5
CMST& 210 Interpersonal Communication	5
Humanities course	5

SOCIAL SCIENCE

Fifteen credits.

PSYC& 100 General Psychology	5
PSYC& 200 Lifespan Psychology	5
ANTH& 206 or SOC& 101	5

NATURAL SCIENCE

Thirty-five credits minimum; courses below are required.

CHEM& 121 Intro to Chemistry	5
CHEM& 131 Intro to Organic/ Biochemistry	5
BIOL& 211 Majors Cellular	5
BIOL& 231 Human Anatomy	5
BIOL& 232 Human Physiology	5
BIOL& 260 Microbiology	5
NUTR& 101 Nutrition	5

ELECTIVES

Minimum 10 additional credits from the AAS DTA approved lists of Humanities, Social Sciences or Natural Science.

Elective courses	10

Minimum 90 credits

Associate in Nursing – Direct Transfer Agreement/Major-Related Program

Students interested in attending one of Washington's universities to complete an RN to Bachelor of Science in Nursing completion degree may consider completing the Associate in Nursing – Direct Transfer Agreement/Major-Related Program (DTA/MRP) degree. This degree includes general education requirements and prepares a student for licensure as a registered nurse through Washington state. To complete this degree, students must:

- Successfully complete a minimum of 135 applicable quarter hours as listed in the Associate in Nursing DTA/MRP program checklist,
- Take courses consistent with the statewide agreement posted on the Washington Student Achievement Council website: https://www.wsac.wa.gov/sites/default/files/2016.06.15.NursingDTAMRP.pdf
- Earn a minimum cumulative GPA of 2.0,
- Complete the prerequisites for the major with a grade of at least C, and
- Satisfy all requirements described earlier in graduation requirements for all certificates and degrees.

Students completing this degree should note that certain universities and colleges may have additional requirements for admission to the institution that are not prerequisites specifically identified in the DTA requirements. Some schools may also have higher minimum GPA requirements or require a specific minimum GPA in specific courses or sets of courses. Students should contact their intended transfer institution early in order to learn about any unique requirements.

BASIC COMMUNICATION SKILLS (10 credits)

ENGL& 101 English Composition I 5

ANTH& 206 Cultural Anthropology 5

BASIC QUANTITATIVE SKILLS

MATH& 146 Introduction to Statistics 5

HUMANITIES

Fifteen credits. Courses listed are required. Final 5 credits are embedded in Nursing Core requirements below.

PHIL &101, 110, 115, 215 or 267 5

CMST& 210 Interpersonal Communications 5

SOCIAL SCIENCE

15 credits. Courses below are required. Final 5 credits are embedded in Nursing Core requirements below.

PSYC& 100 General Psychology 5

PSYC& 200 Lifespan Psychology 5

NATURAL SCIENCE

30 credits minimum. Courses below are required. Final 5 credits are embedded in Nursing Core requirements below.

CHEM& 121 Introduction to Chemistry 5

BIOL& 211 Majors Cellular 5

BIOL& 231 Human Anatomy 5

BIOL& 232 Human Physiology 5

BIOL& 260 Microbiology 5

NURSING CORE CURRICULUM

QUARTER 1

NURS 110 Nursing Therapeutics I 10

NURS 114/PHIL 114 Ethics & Policy in Healthcare I 2

QUARTER 2

NURS 120 Nursing Therapeutics II:	10
NURS 125/PSYC 125 Psychosocial Issues in Healthcare I	2
NURS 126/NUTR 126 Nutrition in Healthcare I	2

QUARTER 3

NURS 130 Nursing Therapeutics II:	10
NURS 136/NUTR 136 Nutrition in Healthcare II	2

QUARTER 4

NURS 210 Nursing Therapeutics IV:	10
NURS 214/PHIL 214 Ethics and Policy in Healthcare II	1
NURS 216/NUTR 216 Nutrition in Healthcare III	1

QUARTER 5

NURS 220 Nursing Therapeutics V	10
NURS 225/PSYC 225 Psychosocial Issues in Healthcare II	1
NURS 226/NUTR 226 Nutrition in Healthcare IV	1

QUARTER 6

NURS 230 Nursing Therapeutics VI:	10
NURS 234/PHIL 234 Ethics & Policy in Healthcare III	2
NURS 235/PSYC 235 Psychosocial Issues in Healthcare III	1

Associate in Applied Science – Transfer

This degree enables graduates of a specific technical program to transfer to a designated college or university. Students complete several general education courses and a large number of technical courses. Upon transfer, students will complete the remainder of the university's general education requirements as well as more advanced courses related to their professional technical career preparation. To earn this degree:

- The student must successfully complete a minimum of 90 quarter hours of courses numbered 100 and above in an approved program, with a cumulative GPA of at least 2.0, and
- Satisfy all requirements described earlier in graduation requirements for all certificates and degrees.

This degree is available in Aviation Maintenance Technology, Criminal Justice, Fire Science, Information Technology, and Medical Assistant. Refer to the program checklists for degree details.

GENERAL REQUIREMENTS

Completion of a Diversity Course

GENERAL EDUCATION REQUIREMENTS

Twenty credits. Listed courses are required. See program checklist for chosen discipline for other required courses.

ENGL& 101 English Composition I	5
Communication course	5
Quantitative skills course	5
Course from Humanities, Social Science or Natural Science	5

REQUIRED CORE COURSES

Required courses in chosen discipline subject matter. See program checklist for chosen discipline for specific course requirements.

Core requirements	30-65

ELECTIVES

Choose from courses numbered 100 or above.

Elective courses	5-40

Minimum 90 credits

Associate in General Studies (AGS)

The degree in Associate in General Studies is designed for students who wish to complete a degree in general studies. To earn this degree:

1. The student must successfully complete a minimum of 90 credits with a cumulative GPA of at least 2.0. At least 30 credits must be in traditionally graded courses numbered 100 or above.

2. Courses selected to satisfy the humanities, social science, and science/math requirements must be from at least three different disciplines.

3. At least 25 of the credits must satisfy the following basic skills and general education requirements:

a) Communications

5 credits minimum, from English 098 or &101 or CMST &210, &220

b) Quantitative Skills

5 credits, to be selected from any EvCC Math course numbered 076 or above (Math 78/79 not allowed), or any 5 credit course that meets the Basic Quantitative Skills requirement of the AAS-DTA degree. High school equivalent courses may not be substituted.

c) Humanities

5 credits minimum from the published AAS - DTA guide

d) Social Sciences

5 credits minimum from the published AAS - DTA guide

e) Natural Sciences

5 credits minimum from the published AAS - DTA guide.

f) Electives

Elective courses

Minimum 90 credits

4. Satisfy all requirements described earlier in graduation requirements for all certificates and degrees.

5. Courses designed solely for high school completion programs may not be used for the AGS. At EvCC these courses are: WFT 079, 081, 083, 084, 089; all courses with GED prefix; all courses with HSC prefix; TS 031, 032, 033, 034, 035, 036, 051, 052, 053, 054, 055, and 056.

Associate in Fine Arts (AFA)

The Associate of Fine Arts is designed for students pursuing the fine arts, but does not transfer to other colleges and universities the way the Associate of Arts & Sciences – DTA does. The AFA is accepted by The Evergreen State College and some other colleges.

Students pursuing a Bachelor of Arts or a Bachelor of Fine Arts should consult their faculty advisor and the university in which they intend to enroll about transferability.

1. Basic Skills Distribution (15 credits minimum)

Communication Skills (10 credits from the following:)

English &101 (required)

Communication Skills (see checklists)

Quantitative Skills (5 credits minimum)

Business 130 (not recommended for transfer)

Math &107, 138, &141, &146, &148, &151, &152

Philosophy &120

2. Core Art Skills (53 credits) (see degree planning guide)

Photography

Studio Arts

3. Humanities Distribution (5 credits)

To be selected from the Humanities Distribution in the Associate in Arts and Sciences DTA. ART 124D recommended.

4. Social Sciences Distribution (5 credits)

To be selected from the Social Sciences Distribution in the Associate in Arts and Sciences - DTA.

5. Natural Sciences Distribution (5 credits)

To be selected from the Natural Sciences Distribution in the Associate in Arts and Sciences – DTA.

6. College Success class (2 credits)

7. Interdisciplinary Skills (5-10 credits)

Art	ART 110
Drama	DRMA &101, 102, 107
Film	FILM 100
Graphic Arts	GRAPH 110
Journalism	JOURN 101, 102, 110, 170
Music	MUSC &105, 110, 115, 116
Photography	PHOTO 110
Writing/English	ENGL 105, 106, 108, 109

Associate in Technical Arts (ATA)

The degree of Associate in Technical Arts (ATA) is awarded for completion of a program of study in technical education, the purpose of which is to prepare students for related employment with skills that meet the needs of the business community. To earn this degree the student must successfully complete a minimum of 90 credits, with a cumulative GPA of at least 2.0, which must include:

1. All courses required or satisfaction of the specific technical program requirement as outlined in the appropriate program checklist.

2. The following general education requirements:

A. Communications

Minimum of 5 credits selected from ENGL 098, ENGL& 101, CMST& 210, CMST& 220, or CMST& 204

B. Quantitative Skills

Minimum of 5 credits. Select a course from the AAS – DTA quantitative skills list, or complete the course(s) identified as the quantitative skills course(s) in the ATA program checklist for the appropriate degree.

C. Human Relations

Minimum of 3 credits. Select from BUS 110, BUS 165, CMST& 210, CMST& 230, H DEV 155, HLTH 150

3. Computer Literacy will be embedded or listed as a requirement of the program.

Each technical program will be responsible for students' use of computers and technology as appropriate in their course of study.

4. Appropriate safety, industrial safety, and environmental awareness instruction will be included in the specific technical program requirements.

5. Students must complete a diversity course. Courses are listed in the Class Schedule with a Diversity Class Attribute. The diversity course may also be used to meet degree requirements, such as Communications, depending on the course selected, although the credit will only be counted once.

6. Satisfy all requirements described earlier in graduation requirements for all certificates and degrees.

Bachelor Degrees

Bachelor of Applied Science - Accounting

Acceptance into the BAS in Accounting is required. Students need to complete the BAS in Accounting application process to ensure they meet the entry requirements for this program and also receive an acceptance letter into the program. Once students have received an acceptance letter into the BAS in Accounting program, students can enroll in the courses listed below. Students must work with their program advisor to determine a quarter-by-quarter course plan since not all courses are offered every quarter. Some General Education courses may have already been completed at the associate level, thus why meeting with a program advisor to set up a quarter-by-quarter course plan is required.

Students must earn a C grade (2.0) or better in many of the courses. Courses may be subject to prerequisites.

To earn this degree, the student must successfully complete a minimum of 180 credits (90 credits in undergraduate classes and 90 in upper division).

1. The following general education requirements:

A. Communications

10 credits from ENGL& 101, ENGL&235

B. Quantitative Skills

5 credits from MATH&107

C. Humanities

10 credits. Select from CMST& 210 or CMST& 220 or CMST& 230 or CMST& 204, or PHIL 360

D. Social Sciences

10 credits from BUS& 201 and one additional class from the approved DTA Social Sciences course list. BUS&201 is recommended.

E. Natural Sciences

5 credits from approved DTA Natural Sciences course list

5 credits from approved DTA Natural Sciences course list with lab

F. Additional General Education

15 credits of CMST 340, BUS 350 and ECON&201 OR ECON&202

G. Core Requirements

50 credits from ACCT 300, ACCT 350, ACCT 351, ACCT 360, ACCT 370, ACCT 400, ACCT 420, ACCT 450, ACCT 470 and ACCT 490

Total Units Required: 90 Associate units + 90 BAS units = 180 units

TRANSFER POLICY

Transferability of Courses

As an accredited institution, college-level credits from Everett Community College may be evaluated for transfer credit by other colleges and universities.

The transfer institution determines the transferability of courses toward baccalaureate degrees. Courses are evaluated by the transfer institution on a course-by-course basis as equivalent to required or elective courses. The Associate of Arts and Sciences degree-DTA, the Associate in Science, and the Associate in Business-DTA operate under special transfer agreements with other Washington colleges and universities and with some Oregon colleges and universities, usually enabling the student to transfer two full years of credit to the transfer institution.

EvCC program checklists assist students in the selection of appropriate courses for

various programs, but it is the responsibility of each student to determine that the courses chosen meet the requirements of the selected transfer institution. The transferability of non-traditional credits such as military and CLEP should be confirmed with the institution to which the student intends to transfer. Courses numbered below 100 are not transferable.

Students should maintain a 2.0 (C) or higher grade in each course applied toward communication, quantitative skills, humanities, social sciences, and natural sciences distribution areas, as well as in all courses applicable to their intended majors. Some upper-division schools will not accept courses with grades lower than a 2.0. Most universities will require a cumulative GPA well above 2.0.

Entrance Requirements for Transfer

A transferring student will be expected to meet the entrance requirements of the two-year or four-year college or university at the time of transfer. An institution to which an official transcript has been sent may re-compute the grade point average of the entering student in accordance with its own requirements and policies; this may happen frequently when non-traditional grades (S,U,I,W,Y, and V) are on the transcript.

General Steps in Transferring

Students who plan to transfer to a four-year college or university from Everett Community College should complete the following steps:

- Obtain an EvCC program checklist for the chosen program online. Confer with your faculty advisor each quarter. You may find that you need to explore some areas before deciding on a major.
- Obtain a current copy of the catalog of the college to which you want to transfer and study the requirements. Most colleges have placed their catalogs on the web. Our transfer website can be helpful also: EverettCC.edu/Transfer.
- Identify a university major no later than the beginning of your second year, and focus on the university requirements for that major with your advisor. Some universities give admission preference to applicants who have completed courses that prepare them to start their major. In some cases, priority for admission is given to qualified students who have completed their associate degree with courses preparatory for a specific major.
- Confer with an admissions officer at the transfer college to obtain application forms and arrange to see an advisor.
- Check periodically before transferring to be sure that all requirements are being met and all necessary steps are taken in compliance with specified deadlines.
- Watch for notices of four-year college and university representatives on campus.

THE WASHINGTON 45

The list of courses in Washington 45 does not replace the Direct Transfer Agreement, Associate of Science Tracks I and II, or any major-related program agreement, nor will it guarantee admission to a four-year institution.

A student who completes courses selected from within the general education categories listed below at a public community, technical, four-year college or university in Washington state will be able to transfer and apply a maximum of 45 quarter credits toward general education requirement(s) at any other public and most private higher education institutions in the state.

For transfer purposes, a student must have **a minimum grade of C or better (2.0 or**

above) in each course completed from this list.

Students who transfer Washington 45 courses must still meet a receiving institution's admission requirements and eventually satisfy all their general education requirements and their degree requirements in major, minor and professional programs.

First Year Transfer List of General Education Courses

- Communications (5 credits) –ENGL& 101, ENGL& 102
- Quantitative and Symbolic Reasoning (5 credits) –MATH& 107, MATH& 148 or MATH& 151
- Humanities (10 credits in two different subject areas or disciplines)—PHIL& 101, MUSC& 105, DRMA& 101, ENGL& 111, or HUM& 101
- For colleges that use History as a Humanities: HIST& 116, HIST& 117, HIST& 118, HIST& 146, HIST& 147, HIST& 148)
- Social Science (10 credits in two different subject areas or disciplines): PSYC& 100, SOC& 101, POLS& 101, POLS& 202
- For colleges that use History as a Social Science: HIST& 116, HIST& 117, HIST& 118, HIST& 146, HIST& 147, HIST& 148
- Natural Sciences (10 credits in two different subject areas or disciplines): BIOL& 100, BIOL& 160 with lab, ASTR& 100, ASTR& 101 with lab, CHEM& 105, CHEM& 110 with lab, CHEM& 121 with lab, CHEM& 161, CHEM& 162, ENVS& 100, ENVS& 101, PHYS& 121, GEOL& 101 with lab.

Additional 5 credits in a different discipline can be taken from any category above.

Many private non-profit colleges and universities have distinct general education requirements. Students should check with the institution(s) they plan to attend regarding application of transfer credits that will meet general education requirements.

Disciplines are sometimes called subject or subject matter areas and designated by a prefix (i.e. PHIL for Philosophy and POLS for Political Science).

NOTE: Although these courses are listed under categories, the actual course may satisfy a different general education category at a receiving institution.

TRANSFER RIGHTS AND RESPONSIBILITIES

Student Rights and Responsibilities

1. Students have the right to clear, accurate, and current information about their transfer admission requirements, transfer admission deadlines, degree requirements, and transfer policies that include course equivalencies.

2. Transfer and freshman-entry students have the right to expect comparable standards for regular admission to programs and comparable program requirements.

3. Students have the right to seek clarification regarding their transfer evaluation and may request the reconsideration of any aspect of that evaluation. In response, the college will follow established practices and processes for reviewing its transfer credit decisions.

4. Students who encounter other transfer difficulties have the right to seek resolution. Each institution will have a defined process for resolution that is published and readily available to students.

5. Students have the responsibility to complete all materials required for admission and to submit the application on or before the published deadlines.

6. Students have the responsibility to plan their courses of study by referring to the specific published degree requirements of the college or academic program in which they intend to earn a bachelor's degree.

7. When a student changes a major or degree program, the student assumes full responsibility for meeting the new requirements.

8. Students who complete the general education requirements at any public four-year institution of higher education in Washington, when admitted to another public four-year institution, will have met the lower division general education requirements of the institution to which they transfer.

College and University Rights and Responsibilities

1. Colleges and universities have the right and authority to determine program requirements and course offerings in accordance with their institutional missions.

2. Colleges and universities have the responsibility to communicate and publish their requirements and course offerings to students and the public, including information about student transfer rights and responsibilities.

3. Colleges and universities have the responsibility to communicate their admission and transfer related decisions to students in writing (electronic or paper).

DUAL ADMISSION PROGRAMS

Dual-admission programs enable EvCC students to apply early to a partner four-year university and gain a conditional admission while still enrolled at EvCC.

This early connection sets the stage for advising and course selection to ensure appropriate courses.

Dual-enrollment programs go a step further by allowing a student to take classes both at the community college and the university.

EvCC has a dual-admission agreement with University of Washington-Bothell.

In addition to the Student Core Learning Outcomes, the Program Learning Outcomes for each degree offered at Everett Community College are listed below. The Associate in General Studies (AGS) does not have Program Learning Outcomes.

Associate in Arts and Sciences - Direct Transfer Agreement (AAS-DTA)

Communication Skills

- Use diverse rhetorical strategies to optimize communication effectiveness.
- Critically analyze messages across diverse contexts.
- Apply ethical principles to the analysis and creation of messages.

Quantitative Skills

- Construct a logical argument to support a conclusion.
- Manipulate and communicate symbolic language.

Humanities

- Demonstrate an understanding of the diversity of human experience and expression.
- Engage in sustained qualitative, creative, and critical explorations.

Social Sciences

- Use evidence-based research to study individual and collective human behavior.
- Understand how diverse experiences, perspectives, cultures and social systems shape human interactions.

Natural Sciences

- Apply mathematical or scientific reasoning to STEM topics.
- Learn about and/or apply the scientific method in a laboratory setting.

Associate in Technical Arts (ATA) in Accounting

- Describe the multiple contexts of business—social, cultural, economic and legal—within a sustainable domestic and global environment.
- Evaluate and process quantitative and symbolic data.
- Define how elements of the legal environment impact business.
- Demonstrate the ability to effectively plan and to communicate orally and in writing.
- Apply appropriate technology and frameworks to input, manage, and interpret business information.

- Record transactions and prepare financial statements for a business entity.

Associate in Technical Arts (ATA) in Aircraft Electronics Technician

Associate in Technical Arts (ATA) in Airframe/Avionics

- Demonstrate and apply industry required technical skills and data.
- Demonstrate safe work habits and behavior in aviation, reflecting concern, care, and pride in self, others, equipment, aircraft, and facilities.
- Demonstrate and apply appropriate industry required skills in attendance, character, teamwork, appearance, attitude, productivity, organizational skills, communication, cooperation, respect and documentary discipline.

Associate in Applied Science – Transfer (AAS-T) in Aviation Maintenance Technology

Associate in Technical Arts (ATA) in Aviation Maintenance Technician

- Demonstrate and apply appropriate aviation technical applications, problem solving, and critical thinking skills required in industry while preparing for the FAA Aviation Maintenance Technician certification with Airframe and Powerplant ratings.
- Demonstrate multiple communication means specific to aviation maintenance concepts and technical processes using appropriate terms and vocabulary.
- Demonstrate safe work habits and behavior in aviation, reflecting concern, care, and pride in self, others, equipment, aircraft, and facilities.
- Demonstrate and apply industry required technical skills and data.
- Demonstrate and apply appropriate industry required skills in attendance, character, teamwork, appearance, attitude, productivity, organizational skills, communication, cooperation, respect and documentary discipline.

Associate in Technical Arts (ATA) in Advanced Manufacturing Tech – Composites

- Solve technical mathematical problems (such as fiber resin ratio).
- Learn basic hand skills for the layup of composites materials using fiberglass, carbon

fiber, epoxy and polyester resin.
- Design molds and forms for the layup of fiberglass and carbon fiber materials.
- Build and vacuum bag composite materials for room temperature cure and oven cure materials.
- Create projects in composite materials showing how surface energy is increased and decreased.
- Design for producibility and manufacturing ease.
- Document technical activities in written and verbal reports.
- Be prepared for successful employment.

Associate in Technical Arts (ATA) in Advanced Manufacturing Tech – Mechatronics

- Understand and explain the principal operations of the mechatronics subsystems in a complex system.
- Understand how these subsystems work together.
- Recognize potential or impending malfunctions, and contact expert assistance in order to keep the production line functioning, and to prevent production loss.
- Perform routine, preventative maintenance; localize and identify causes and sources of malfunctions where possible.
- Read and understand the technical documents, reports and outlines specific to systems and subsystems; be able to consult with experts; and be able to document malfunctions.
- Work effectively as a team member and coordinate the activities with upstream and downstream operations.
- Understand and implement safety regulations required for operation of the system.
- Be prepared for successful employment.

Associate in Technical Arts (ATA) in Advanced Manufacturing Tech – Precision Machining

- Solve technical mathematical problems.
- Read and understand basic engineering drawings.
- Understand and utilize machine technology.

- Write programs and set up CNC machines.
- Operate and perform maintenance on CNC machines.
- Document technical activities in written and verbal reports.
- Be prepared for successful employment.

Associate in Technical Arts (ATA) in Advanced Manufacturing Tech - Technical Design (CAD)

- Solve technical mathematical problems.
- Utilize basic engineering graphics with 2D CAD.
- Create multi-view drawings using 2D and 3D CAD.
- Create assembly drawings from 3D models.
- Create complex surfaced part models using 3D CAD.
- Design for producibility and manufacturing ease.
- Document technical activities in written and verbal reports.
- Be prepared for successful employment.

Associate in Technical Arts (ATA) in Advanced Manufacturing Tech - Welding & Fabrication

- Build skills toward industry standards.
- Build skills toward State and National welding certifications.
- Work as an effective and dependable team member as well as independently.
- Demonstrate safe work habits that reflect concern and care for self, others and the environment.
- Develop the skills necessary to secure employment.

Associate in Business - Direct Transfer Agreement/Major Related Program (DTA/MRP)

Associate in Technical Arts (ATA) in Business Administration

- Describe the multiple contexts of business—social, cultural, economic and legal—within a sustainable domestic and global environment.

- Evaluate and process quantitative and symbolic data.
- Define how elements of the legal environment impact business.
- Demonstrate the ability to effectively plan and to communicate orally and in writing.
- Apply appropriate technology and frameworks to input, manage, and interpret business information.
- Record transactions and prepare financial statements for a business entity.

Associate in Technical Arts (ATA) in Business Technology

- Anticipate and actively explore innovative solutions to technological and organizational challenges.
- Demonstrate critical thinking, analytical, and quantitative skills in making decisions and completing tasks and projects both independently and as a dependable team member.
- Demonstrate effective verbal and written communication using the principles of clear thinking, awareness of audience, appropriate conventions of format, structure, and language.
- Work ethically, integrating law, company rules and policies, and individual decision-making to foster personal growth and better appreciate the diverse world in which we live.
- Use computers to input, manage, and interpret information and to solve business problems in a variety of situations.
- Demonstrate safe work habits that reflect concern and care for self and an understanding of social, economic, and environmental systems in the context of sustainability.
- Develop the skills and experience necessary to secure employment, including development of documents and skills necessary for job search.

Associate in Technical Arts (ATA) in Cosmetology

- Perform hair care services for all types of hair including hair analysis, hair cutting, hairstyling, hair coloring and lightening, permanent waving and chemical relaxing.
- Perform natural nail services including manicuring and pedicuring.
- Perform basic skin care services including skin analysis, facials, makeup application and superfluous hair removal.

- Demonstrate customer service skills, self-growth and personal development.
- Perform salon business such as front desk operations, dispensary inventory and loss prevention, resume building and interviewing skills, self marketing and the basic knowledge of starting one's own salon business.
- To have the knowledge of decontamination control, public hygiene and special sanitation procedures used for the protection of the client and the operator.
- Possess the necessary skills to pass the Washington State licensure written and practical exams required for a professional license to work in the Cosmetology industry.

Associate in Applied Science - Transfer (AAS-T) in Criminal Justice

- Apply knowledge and verbal skills to effectively communicate with criminal suspects, victims, witnesses, persons in crisis and others in need.
- Identify constitutional freedoms and rights, and how an ethical criminal justice system and participatory citizenship protect those freedoms and rights.
- Analyze a criminal case to determine its appropriate processing, given an understanding of the jurisdiction and functions of police, courts and corrections as components of an interdependent criminal justice system.
- Secure and process a crime scene, employing proper techniques of evidence gathering, searching, sketching and on-scene interviewing.
- Analyze cyber criminology and the legal practices, practical digital investigative knowledge, and policies related to cyber-criminal investigations.
- Analyze criminal statutes to determine the statutes' elements, constitutionality and proper application.
- Produce written incident and investigative reports that are useful and professional in terms of accuracy, completeness, spelling and grammar.

Associate in Technical Arts (ATA) in Early Childhood Education

- Subject Matter Knowledge: Students will gain sound knowledge of the central concepts, foundational theories and intellectual frameworks of education and teaching—approaches to guidance and discipline, constructivist learning principles, the role of family and communities—and develop the capability to relate each area of knowledge to another.

- Professional and Personal Attitudes: Students will be introduced to a variety of educational philosophies, attitudes and approaches in order to understand issues of professional teaching standards—what it means to be a competent and ethical teacher in a democratic society—and to develop a personal and lifelong commitment to knowledge, to the continuing pursuit of questions, and to a willingness to take risks.
- Instructional Strategies and Skills: Students will understand curriculum as a process—including learning goals and objectives, sequences of content, multiple instructional strategies and formal and informal assessment—through classroom observations and the development of instructional lessons that address individual learner needs and styles.
- Human Development and Learning: Students will be introduced to a variety of perspectives on human development and learning that support the diverse cognitive, psychological, and social needs of learners; and will understand the role of positive learning environments and effective relationships with learners.

Associate in Technical Arts (ATA) in Engineering Technology

- Solve technical mathematical problems.
- Utilize basic engineering graphics with 2D CAD.
- Create multi-view drawings using 2D and 3D CAD.
- Create assembly drawings from 3D models.
- Create complex surfaced part models using 3D CAD.
- Design for producibility and manufacturing ease.
- Document technical activities in written and verbal reports.
- Be prepared for successful employment.

Associate in Applied Science – Transfer (AAS-T) in Fire Science

- Recognize how fire history, traditions, terminology and organization for the foundation of today's fire service.
- Describe the components of a fire service career.
- Demonstrate a public education and fire prevention teaching model.
- Identify and explain fire codes and how they are enforced.

Associate in Technical Arts (ATA) in Graphics and Web Design

- Critique work, verbally and in writing, using the foundational language of the visual arts.
- Describe and interpret, verbally and in writing, their own and other's work in the chosen program of study.
- Demonstrate proficiency in the use of tools, techniques, and processes relevant to the chosen program of study.
- Create and select a body of work that demonstrates proficiency in the skills and personal creativity within the chosen program of study.
- Integrate knowledge of the chosen program of study with understanding of the social, historical and aesthetic context of artistic work.
- Describe educational and/or professional opportunities and objectives in the chosen program of study.

Associate in Applied Science – Transfer (AAS-T) in Information Technology

Associate in Technical Arts (ATA) in Information Technology

- Access business problems and implement the best solutions both independently and as a dependable team member.
- Demonstrate how and when to self-start, especially in learning and seeking new knowledge, and anticipate and prepare for a variety of unknown situations that might impact the operation of a computer system or network in an ever-changing industry.
- Communicate both in writing and verbally about computing concepts and processes using technical terms effectively to both professional and lay audiences in order to secure and maintain employment.
- Operate ethically, integrating law, company rules and policies, and individual decision-making to foster personal growth and better appreciate the diverse world in which we live.
- Demonstrate knowledge of mathematics and logical approaches to problem solving in order to analyze a situation and anticipate and prepare for a variety of unknown events that might impact the operation of a computer system or network.
- Demonstrate technical computing skills to prepare for industry certification or to be

technically competent in a particular computer position or job field.
- Demonstrate safe work habits that reflect concern and care for self and understanding of the local and global impact of computing on individuals, organizations, and society in the context of sustainability.

Associate in Applied Science – Transfer (AAS-T) in Medical Assistant

Associate in Technical Arts (ATA) in Medical Assistant

- To prepare competent entry-level medical assistants in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains.
- To prepare students to perform within the ethical and legal boundaries of the Medical Assistant's scope of practice.
- To prepare students to integrate and value the needs of the individual patient, within his/her family, culture, society and health circumstances.
- To prepare students to display professionalism and cultural sensitivity while interacting and communicating with providers, staff and patients.
- To prepare students to participate as team players within the various settings of health care delivery.
- To prepare students to maintain currency within their field through continuing education.
- To prepare students to integrate and promote the Certified Medical Assistant credential.

Associate in Technical Arts (ATA) in Medical Coding and Billing

- Demonstrate proficiency in content area.
- Explore and evaluate the individual's role as self, student, and employee in the healthcare industry including concepts of personal accountability, reliability, and self-sufficiency.
- Build a strong foundational knowledge of medical terminology and anatomy and physiology.
- Develop an understanding of coding classification systems (ICD-10-CM, ICD-10-PCS, CPT, and HCPCS).
- Analyze law, ethics, and compliance in the healthcare industry.

- Compare relationships in documentation and the revenue cycle.
- Demonstrate the ability to perform entry-level medical coding.
- Demonstrate critical thinking, analytical, and quantitative skills in making decisions and completing assignments independently and/or as a dependable team member.
- Apply appropriate technology to input, manage, and interpret business information.
- Demonstrate the ability to effectively plan and to communicate orally and in writing using multiple expressive modes.
- Describe the multiple contexts of business—social, cultural, economic, and/or legal—within a global environment and with commitment to community.

Associate in Nursing – Direct Transfer Agreement/ Major Related Program (DTA/MRP)

- Participate with the patient, family, significant others, and members of the healthcare team to utilize the nursing process in the provision of patient-centered care.
- Demonstrate critical thinking skills in the delivery of patient-centered care to well and ill patients.
- Employ effective communication with patients, families, significant others, and other professionals within the context of the healthcare environment.
- Demonstrate behaviors consistent with the legal and ethical framework of nursing.
- Create an environment that promotes caring and professionalism with consideration for the patient's cultural/societal beliefs and practices.
- Utilize scientific and evidence -based knowledge, regarding alterations in health, to guide actions which promote and maintain patient-centered care.
- Demonstrate commitment, accountability, integrity, and discretionary judgment in their nursing practice.
- Recognize their role in shaping healthcare delivery.

Associate in Fine Arts (AFA) in Photography

- Critique work, verbally and in writing, using the foundational language of the visual arts.
- Describe and interpret, verbally and in writing, their own and other's work in the chosen program of study

- Demonstrate proficiency in the use of tools, techniques, and processes relevant to the chosen program of study.
- Create a body of work that demonstrates proficiency in the skills and personal creativity within the program of study.
- Integrate knowledge of the chosen program of study with understanding of the social, historical and aesthetic context of artistic work.
- Describe educational and/or professional opportunities and objectives in the chosen program of study.

Associate in Pre-Nursing - Direct Transfer Agreement/Major Related Program (DTA/MRP)

Communication Skills

- Use diverse rhetorical strategies to optimize communication effectiveness.
- Critically analyze messages across diverse contexts.
- Apply ethical principles to the analysis and creation of messages.

Quantitative Skills

- Construct a logical argument to support a conclusion.
- Manipulate and communicate symbolic language.

Humanities

- Demonstrate an understanding of the diversity of human experience and expression.
- Engage in sustained qualitative, creative, and critical explorations.

Social Sciences

- Use evidence-based research to study individual and collective human behavior.
- Understand how diverse experiences, perspectives, cultures and social systems shape human interactions.

Natural Sciences

- Apply mathematical or scientific reasoning to STEM topics.
- Learn about and/or apply the scientific method in a laboratory setting.

Other

- Demonstrate knowledge, skills and abilities in preparation to apply for a nursing program.

Associate of Science – Transfer (AS-T) Track I

Biology, Chemistry, Geology

- Apply quantitative analysis to solve problems: students will utilize quantitative and graphical analyses to describe biological processes and solve problems posed in assignments.
- Apply the Scientific Method: in reports and presentations, students will demonstrate application of the scientific method in order to explain biological processes encountered in classroom, laboratory and field projects.
- Critically evaluate the science-related content in reports, popular media and public policy: students will read assigned articles, books and online resources, and evaluate these sources in the context of the life sciences topics presented in class.
- Effectively communicate scientific processes: students will use the results obtained from experiments, demonstrations, discussions and field work to produce written reports and oral presentations.

Associate of Science – Transfer (AS-T) Track II

Engineering, Computer Science, Physics, Atmospheric Science, Civil and Mechanical Engineering, Computer and Electrical Engineering

- Demonstrate analytical problem solving skills.
- Apply scientific processes.
- Collaborate effectively.
- Communication technical information.
- Apply engineering design processes.

Associate in Fine Arts (AFA) in Studio Arts

- Critique work, verbally and in writing, using the foundational language of the visual arts.
- Describe and interpret, verbally and in writing, their own and other's work in the chosen program of study.
- Demonstrate proficiency in the use of tools, techniques, and processes relevant to the

chosen program of study.
- Create a body of work that demonstrates proficiency in the skills and personal creativity within the program of study.
- Integrate knowledge of the chosen program of study with understanding of the social, historical and aesthetic context of artistic work.
- Describe educational and/or professional opportunities and objectives in the chosen program of study.

Associate in Technical Arts (ATA) in Welding

In addition to the Student Core Learning Outcomes, the Program Learning Outcomes include:

- Build skills toward industry standards.
- Build skills toward State and National welding certifications.
- Work as an effective and dependable team member as well as independently.
- Demonstrate safe work habits that reflect concern and care for self, others and the environment.
- Develop the skills necessary to secure employment.

Bachelor of Applied Science (BAS) in Accounting

- Apply a broad understanding of accounting, rules and technology within several distinct areas such as financial accounting, auditing, managerial accounting, international accounting, tax accounting and public-sector accounting practices.
- Assemble and analyze financial and business data to produce requisite reports within the public, private, nonprofit and government accounting sectors.
- Apply problem-solving skills to both domestic and international accounting in an array of diverse settings.
- Develop critical thinking, quantitative reasoning and decision-making skills by incorporating analytical tools, the latest technology and current industry best practices.
- Demonstrate effective oral and written communication and analytical thinking skills.
- Analyze the impact of ethical behaviors in the decision-making process within a professional business environment.
- Demonstrate leadership abilities and collaborative skills necessary to resolve

interpersonal and organizational challenges that may occur in an accounting or business setting.

- Integrate and apply social, historical, psychological, political and economic perspectives to a professional business setting.
- Demonstrate program mastery through the completion and presentation of a capstone project.

REQUIREMENT CODE KEY

AAS	DTA code (if applicable)	NS-L	Natural Science Lab
C	Communication Skills	SS	Social Sciences
D	Diversity	Q	Quantitative Skills
H	Humanities	SS	Social Sciences
HP	Humanities Performance	TE	Transfer Elective (A list)
R	Human Relations	W	Writing
NS	Natural Science		

Updates to these course listings can be found at
EverettCC.edu/Catalog

ACCOUNTING AND BOOKKEEPING

The Associate in Business DTA degree for business majors is a 90-credit program which includes the coursework required for transfer to a four-year college or university with junior-class standing. This is the recommended program for students who intend to earn a baccalaureate degree in any area of business administration, including accounting. Currently, individuals must hold a bachelor's degree to sit for the CPA Exam.

The 90-credit Associate in Technical Arts (ATA) degree program in accounting is designed for those who desire an associate degree in accounting and a position as a staff accountant in industry or government. While some of the coursework required for the bookkeeping certificate and ATA degree programs may be transferable to a four-year college or university, these programs are not intended for transfer.

The Bachelor of Applied Science (BAS) in accounting is designed to prepare individuals for a career in the Accounting field. Graduates from our program have the option of continuing their education to complete the Washington State Requirements to sit for the Certified Public Accounting (CPA) exam or moving directly into a career in Accounting. Career opportunities are available in both government and private sectors.

ACCT 100
Accounting for Non-Accountants **2**
Overview of accounting practices, concepts, and vocabulary designed for non-accounting staff who work with accounting and financial data. Emphasizes the interpretation of accounting concepts that underlie basic financial statements with limited focus on the detailed mechanics. Fundamentals of accounting, accounting for sales, cost of sales and inventory, internal controls (cash), depreciation methods, financial statements, and financial statement analysis – including how to read, use, calculate key financial metrics, and interpret financial information.

ACCT 110
Small Business Accounting **5**
Theory and practice of double-entry bookkeeping for small unincorporated businesses. Includes use of journals and ledgers, preparation of basic payroll records, worksheets, financial statements, bank statement reconciliations, and adjusting and closing entries. Emphasizes development of basic bookkeeping knowledge and skills. Not intended for transfer.

Prerequisites: Eligibility for MATH 76 or equivalent

ACCT 112
Federal Income Taxation I **5**
Fundamentals of federal income taxes for the sole proprietorship form of business. Presents the basic framework of federal income tax filing requirements, the determination of adjusted gross income, and adjustments from adjusted gross income. The effect of personal and business deductions and business income is included. Covers preparation of a basic federal income tax return. Not intended for transfer.

Prerequisites: ACCT 110 or ACCT& 201 with a grade of C or higher

ACCT 113
Personal and Consumer Finance **3**
Introduction to planning, analyzing, managing, investing, growing and protecting personal financial resources. Includes money management, credit management, insurance, and investing. Working familiarity with MS Word and Excel recommended.

ACCT& 201
Principles of Accounting I **5**
(TE) Introductory transfer-level accounting course. Required for all business administration transfer students. Includes introduction to the financial accounting process, principles, concepts, and issues that govern the preparation and interpretation of financial statements; theory of double-entry bookkeeping; accounting procedures for service and merchandising firms; and the accounting treatment for cash, receivables, and inventory.

Prerequisites: ACCT 110 with a grade of C or higher

ACCT& 202
Principles of Accounting II **5**
(TE) Continuation of ACCT& 201. Focus on issues and choices involved in asset valuation, income determination, and financial statement preparation. Topics covered include treatment of long-term assets, current and long-term liabilities, short- and long-term investments, and transactions affecting stockholder equity. Also covers preparation of cash flow statements and calculation, as well as interpretation of financial performance ratios and comparative and common-size financial statements.

Prerequisites: ACCT& 201 with a grade of C or higher

ACCT& 203
Principles of Accounting III **5**
(TE) Use of accounting as a tool to assist management in planning, analyzing, control, and decision making. Includes budgeting, cost behavior, cost-volume-profit analysis, standard cost systems, cost variance analysis, and capital project analysis using cash flow diagrams and present value techniques. Emphasizes accounting methods helpful in commonly encountered business decision problems.

Prerequisites: ACCT& 202 with a grade of C or higher

ACCT 210
Payroll **5**
An examination of systems and operations of payroll accounting, including federal, state, and local payroll taxes related to business. Students will prepare payroll, record payroll, payroll tax forms, the basics of wage and hour laws, both federal and state. Coursework will be conducted utilizing manual methods, and computer-based software. Not intended for transfer students.

Prerequisites: ACCT 110 and BT 242, each with a grade of C or higher

ACCT 215
Computer Accounting **5**
Introduction to computerized bookkeeping and accounting. The standard accounting cycle with supporting schedules and worksheets will be completed using various computer programs: Integrated General Ledger software, including QuickBooks, and spreadsheets. Not intended for transfer.

Prerequisites: ACCT 110 or ACCT& 201 with a grade of C or higher

ACCT 230
Introduction to Fraud Examination **5**
Basic topics of fraud examination, including fraud schemes, laws related to fraud, the nature of fraud; understanding the implications of the fraud triangle; and risk assessment, prevention, detection, deterrence, and investigation of fraud. Gathering evidence through the examination of documents, interview theory and application, sources of information, accessing online information, tracing illicit transactions, ethics, report writing, and reporting standards.

Prerequisites: ACCT 110 or ACCT &201 with a grade of C or higher

ACCT 250
Intermediate Accounting **5**
Continuation of ACCT& 202. Focuses on an expanded study of the fundamentals of accounting; including financial accounting theory and concepts; internal controls; financial statements; financial accounting reporting, including IFRS (International Financial Reporting Standards); financial analysis; inventory; operational assets; time value of money concepts; current, long-term and contingent liabilities. Includes accounting research, written and oral communication, and ethics considerations. May be repeated two times for credit.

Prerequisites: ACCT& 202 with grade of C or higher

ACCT 300
Finance **5**
Introduction to financial decision making. Financial statement analysis, time value of money, risk and return, financial assets, securities valuation, capital budgeting, cost of capital, and capital structure.

Prerequisites: ACCT 250 with a grade of C or higher

ACCT 350
Intermediate Accounting II **5**
Continuation of the theoretical foundations of accounting. Valuation of assets, accounting for debt and equity investments, current liabilities and contingencies, bonds and long-term notes and lease accounting.

Prerequisites: ACCT 250 with a grade of C or higher

ACCT 351
Intermediate Accounting III **5**
Continuation of theoretical foundations of accounting. Accounting for income taxes, pensions and other post-retirement benefits, shareholder's equity, and additional financial reporting issues.

Prerequisites: ACCT 350 with a grade of C or higher

ACCT 360
Cost Accounting **5**
Exploration of the purpose and methods of cost accounting for efficient and effective planning and control. Examination of cost behavior and alternate costing methods including job order, process, and standard cost accounting systems and cost variances. Additional topics include budgets and profitability analysis.

Prerequisites: ACCT& 203 with a grade of C or higher

ACCT 370
Forensic Accounting **5**
Application of advanced accounting topics, cutting-edge investigative expertise, and legal issues in professional business settings. Focus on auditing, financial data, and accounting activities.

Prerequisites: ACCT 351 and ACCT 360, each with grade of C or higher

ACCT 400
Accounting Information Systems **5**
Introduction to systems analysis and the application of information system concepts to the accounting process. Manual and automated accounting cycles, system processes, controls, flowcharting data analytics, and internal controls pertinent to each of the major transaction processing cycles for a typical business enterprise.

Prerequisites: ACCT 351 with a grade of C or higher

ACCT 420
Auditing **5**
Introduction to auditing standards and the legal and ethical environment of the profession with emphasis on materiality, audit risk, and audit reports. The application of the audit process to multiple business cycles, internal controls, audit of financial statements utilizing work papers, sampling, and audit tests and procedures.

Prerequisites: ACCT 400 with a grade of C or higher

ACCT 450
Federal Income Taxation II **5**
Advanced approach to the principles of federal taxations. Concepts and provisions of federal income taxation in relation to property transactions for partnerships and corporations.

Prerequisites: ACCT 112 with a grade of C or higher

ACCT 470
Advanced Accounting **5**
Application of advanced accounting theory including business combinations, consolidated financial statements, and international transactions and investments. Mergers and acquisitions, subsidiary investments and transactions, international accounting issues and foreign currency transactions, derivatives, and hedging activities.

Prerequisites: ACCT 350 and ACCT 360, each with grade of C or higher

ACCT 490
Accounting Capstone **5**
Apply advanced accounting theory to complete a practical project in accounting with mentorship of instructor/accounting professional. Enhances student professional experience and critical thinking skills in specific curriculum-related areas of accounting including auditing, taxation, fraud, finance, payroll, receivables, payables, governmental, and nonprofit accounting.

Prerequisites: ACCT 300, ACCT 351, ACCT 370, ACCT 400, ACCT 420, ACCT 450, ACCT 470; each with a grade of C or higher

ADVANCED MANUFACTURING TECHNOLOGY

See Precision Machining / Manufacturing Technology, Engineering Technology, Composites Technology, and Welding and Fabrication

Advanced Manufacturing Technology is a set of related degrees that address the career pathway of manufacturing across the full range of design to finished product. These related programs are Technical Design (Computer Aided Design), Welding and Fabrication, Precision Machining and Composites. A core curriculum provides all students with an exposure to the principles of manufacturing operations, applied technology, industrial safety, problem solving in technical applications, creation and application of computerized design, and general college competencies. Beyond this foundation students choose a field of expertise and specialize in their chosen program area.

AMERICAN SIGN LANGUAGE

See World Languages

Don't see the language you're looking for? Please visit EverettCC.edu/WorldLanguages for a list of language courses offered at EvCC and at our 5-Star Consortium member colleges.

ASL& 121
American Sign Language I **5**
(H) Beginning sequence of three courses in American Sign Language (ASL), a visual and gestural language used by Deaf people. These courses are intended to introduce students to the grammar and vocabulary of ASL while focusing on beginning conversational skills. Introduction to the history and culture of those who identify themselves as Deaf. The focus of each of these courses is ASL, its constructions, use and value to the Deaf community. These courses will encourage small and large group activities with exposure to Deaf culture.

ASL& 122
American Sign Language II **5**
(H) Second course of beginning sequence in American Sign Language (ASL), a visual and gestural language used by Deaf people. These courses are intended to introduce students to the grammar and vocabulary of ASL while focusing on beginning conversational skills. Introduction to the history and culture of those who identify themselves as Deaf. The focus of each of these courses is ASL, and its construction, use and value to the Deaf community. These courses will encourage small and large group activities with exposure to Deaf culture.

Prerequisites: ASL& 121 with a grade of C or higher

ASL& 123
American Sign Language III **5**
(H) Third course of beginning sequence in American Sign Language (ASL), a visual and gestural language used by Deaf people. These courses are intended to introduce students to the grammar and vocabulary of ASL which focusing on beginning conversational skills. Introduction to the history and culture of those who identify themselves as Deaf. The focus of each of these courses is ASL, and its construction, use and value to the Deaf community. These courses will encourage small and large group activities with exposure to Deaf culture.

Prerequisites: ASL& 122 with a grade of C or higher

ASL& 221
American Sign Language IV **5**
(H) Continuation of ASL& 121, 122, 123. Sequence of three courses at the intermediate level focusing on developing ASL fluency. Focus on the ability to narrate events that occurred in the past, make suggestions and requests, talk about life events, describe weekend activities, ask about nationality and family names and narrate family immigration history.

Prerequisites: ASL& 123 with a grade of C or higher

ASL& 222
American Sign Language V **5**
(H) Continuation of ASL& 121, 122, 123. Second course in sequence at the intermediate level focusing on developing ASL fluency. Focus on the ability to narrate events that occurred in the past, make suggestions and requests, talk about life events, describe weekend activities, ask about nationality and family names and narrate family immigration history.

Prerequisites: ASL& 221 with a grade of C or higher

ASL& 223
American Sign Language VI **5**
(H) Continuation of ASL& 121, 122, 123. Third course in sequence at the intermediate level focusing on developing ASL fluency. Focus on the ability to narrate events that occurred in the past, make suggestions and requests, talk about life events, describe weekend activities, ask about nationality and family names and narrate family immigration history.

Prerequisites: ASL& 222 with a grade of C or higher

ANTHROPOLOGY

Anthropologists study humanity; this requires taking what is called a 'holistic' approach. The breadth of educational experiences available in anthropology includes four sub-disciplines: archaeology, biological anthropology (physical), cultural anthropology (ethnology), and linguistics. Courses in anthropology are offered in both the social sciences and in the natural sciences.

ANTH& 115
Our Place in Nature **5**
(NS) General study of the field of archaeology, which explores human cultures through an examination of material remains and how archaeologists gather and use scientific data. Also this course is a general study of the field of biological anthropology, using evolutionary theory to explore human biological variation, the origins, major evolutionary trends, and modern taxonomic relationships of the nonhuman primates as well as the human fossil record in geological context of the last six million years of earth history. Writing assignments represent a significant component of coursework.

Prerequisites: Eligibility for ENGL& 101

ANTH 116
Cultures in Context **5**
(SS, D) General study of the field of cultural anthropology, which studies humanity from a cross-cultural perspective and the field of linguistic anthropology which examines human verbal and non-verbal communication. Writing assignments represent a significant component of coursework.

Prerequisites: Eligibility for ENGL& 101

ANTH 122
Human Diversity **5**
(SS, D) Explores the historical context in which racial categories were invented and acknowledges that this racialization of America resulted in disparities in lived experiences. Also discusses that human variation is real, but is not the same as race. Addresses the connections of racial categories to gender and class. Writing assignments represent a significant component of coursework.

Prerequisites: Eligibility for ENGL& 101

ANTH 182
Service Learning **1-2**
Service Learning combines the opportunity of volunteerism with academic applications of social, economic, and political issues important to the local community. Provides for real-life application of skills and knowledge that extends learning beyond the classroom and into the community. May be repeated up to six credits.

Prerequisites: Eligibility for ENGL& 101

ANTH 201
Human Ecology I **5**
(SS) Apply traditional ecological knowledge and modern science to contemporary problems. Partner with tribes, governments, non-profits and businesses to make our community more sustainable through wildlife tracking, habitat restoration and environmental stewardship.

Prerequisites: Eligibility for ENGL& 101

ANTH& 204
Archaeology **5**
(SS) Explores and examines the prehistoric and historic record. Focus on methods used to locate, sample, and evacuate sites, techniques for dating archaeological materials, aspects of the analysis of archaeological remains, and problems encountered using examples drawn from archaeological investigations around the world. Controversial cultural issues are explored and students learn the value of the archaeological record and the importance of heritage conservation. Writing assignments represent a significant component of coursework.

Prerequisites: Eligibility for ENGL& 101

ANTH& 206
Cultural Anthropology **5**
(C, SS, D, W) Introduction to the study of culture and society using a cross-cultural perspective to gain a better understanding of family life, kinship, economic, political, and religious systems in the U.S. and around the world. Introduces anthropological methods including participant-observation, interviews, analysis of qualitative data, and ethnographic writing. Writing assignments, which represent more than 50% of the coursework, are designed in compliance with the expectations for a W-designated course.

Prerequisites: ENGL& 101 with a grade of C or higher

ANTH& 215
Bioanthropology w/Lab **5**
(NS-L) Study of primates and hominids, including human evolution based upon evidence from genetics, comparative morphology, the fossil record and primate behavior. Satisfies lab natural science distribution credit. Writing assignments represent a significant component of coursework.

Prerequisites: ENGL& 101 with a grade of C or higher AND eligibility for MATH 96

ANTH& 216
Indigenous Peoples of the Northwest Coast **5**
(SS, D) Overview of traditional native societies of the Northwest Coast from southern Alaska to northern California; significant features such as art, totemic crests, rank, religious beliefs, the potlatch, fishing and foraging are illustrated by comparisons and by selected ethnographic sketches; the contemporary situation in context of continuity with the past. Writing assignments represent a significant component of coursework.

Prerequisites: Eligibility for ENGL& 101

ANTH 230
African American Experiences **5**
(SS, D) Anthropological analysis of how African Americans contribute to American society, understanding of the varied African American ethnicities using fieldwork and ethnographic studies. Writing assignments represent a significant component of coursework.

Prerequisites: Eligibility for ENGL& 101

ANTH& 234D
Religion and Culture **5**
(SS, D) Comparative social anthropological study of religious systems. Inquiry into various aspects of comparative tribal and world religions such as symbolism, rituals, doctrines, myths, religious specialists, personal, ecological, and social meaning of belief systems as these create religious worlds that are the context in which people live their lives. Writing assignments represent a significant component of coursework.

Prerequisites: Eligibility for ENGL& 101

ANTH 255
Medicine across Cultures **5**
(SS, D) Cross-cultural analysis of the environmental, historical, biological and cultural contributions to illness and health. Writing assignments represent a significant component of coursework. Also offered as SOC 255. Credit may not be earned in both SOC 255 and ANTH 255.

Prerequisites: Eligibility for ENGL& 101

APPRENTICESHIP

The College cooperates with local joint apprenticeship committees to offer classes in related trade training for apprentices. According to state apprenticeship law, state and local boards responsible for vocational education shall oversee related and supplemental instruction of apprentices for no less than 144 hours of regular class attendance per year during the apprenticeship-training period. The courses are open only to indentured apprentices.

The following apprenticeship programs are currently approved and offered through the unions in cooperation with Everett Community College.

PUD - 425-783-5035

We also offer apprenticeships through AJAC in Machining and Industrial Maintenance. For more information call 206-764-7940.

The College provides the ATA in Apprenticeship for apprentices who reach journeyman status and complete additional college credit requirements at EvCC.

For information and advising regarding apprenticeships and the ATA in Apprenticeship, contact the Aerospace & Advanced Manufacturing Careers Division at 425-388-9570 or mfg@everettcc.edu.

AMTA 103
Aircraft Maintenance General Topics II **5**
This apprenticeship course covers identification and selection of fuels, proper treating of structural corrosion and proper maintenance record entries. Course includes: identification of fuels, procedures for proper engine run-up, aircraft movement, tie-down, cleaning and corrosion control, applications of geometry and algebra, and records maintenance. This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: Instructor permission

AMTA 104
Aircraft Structures I **5**
This apprenticeship course covers physics, government regulations for aviation maintenance, mechanic privileges, wood structures, aircraft covering and finishes. Course includes: mechanical advantage conversion FAA regulations, AMT expectations, woodcraft repair, airworthiness of fabrics, and airframe structure protection. This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: Instructor permission

AMTA 201
Aircraft Structures II **5**
This apprenticeship course covers sheet-metal and nonmetallic composite structures, welding an aircraft; aerodynamics of flight, and routine inspection. The course includes: metallic aircraft structures, assembly and rigging, determination of the legal airworthiness of an aircraft, power plant, and components. This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: Instructor permission

AMTA 202
Aircraft Systems I **5**
This apprenticeship course covers shock struts, wheels and tires, brakes; steering, warning, and anti-skid, systems, safety practices; hydraulic fluid types and characteristics; hoses, fittings, attachments, and seals; inspection, servicing, and standard maintenance practices. The course includes: steering systems, electrical brake controls, retraction and position indicating systems, power system components, and safety practices. This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: Instructor permission

AMTA 203
Aircraft Systems II **5**
This apprenticeship course covers cabin atmosphere control systems, aircraft instrument systems, communication and navigation systems, and aircraft fuel systems, tanks, valves, and pumps. Topics include: maintenance of cabin environment, data for power plant, electronic navigation and carrying of flammable material. This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: Instructor permission

AMTA 204
Aircraft Systems III **5**
This apprenticeship course teaches students to identify and install the correct types of connectors on aircraft electrical wiring, the size and type of wiring and approved components in an electrical system. Topics covered include Aircraft Electrical Systems, Position and Warning Systems, Ice and Rain Control Systems and Fire Protection Systems. This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: Instructor permission

AMTA 205
FAA Certification Test Prep **5**
This apprenticeship course teaches students to identify and install the correct types of connectors on aircraft electrical wiring, the size and type of wiring and approved components in an electrical system. Topics covered include Aircraft Electrical Systems, Position and Warning Systems, Ice and Rain Control Systems and Fire Protection Systems. This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: Instructor permission

IMMA 203
Maintenance Mechanic Mechanical Systems **5**
The apprentices will learn to maintain all of the elements of a mechanical system. Apprentices will begin by exploring mechanical fundamentals such energy, mechanical forces, and simple machines. Apprentices will learn to troubleshoot, assemble, and maintain couplings, gears, pulleys, chains, sprockets, and brakes. Hands-on activities include the disassembly, repair, and assembly of mechanical systems found in industry such as gearboxes, worm drives, standard transmissions, and differential drives. Apprentices will also practice alignment skills using a simulation station.

Prerequisites: Instructor permission

INT 101
Manufacturing Basics **3**
Topics include: Newton's Law, types of pressure, definitions of energy, force, torque, and gas laws. Provides an introduction to basic electrical practices. This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: Instructor permission

INT 108
Introduction to Blueprints **3**
A review and experiential exercise in interpreting technical drawings. This course introduces students to the various sources of information found within technical drawings and provides practice interpreting various projections. Functions and application of linear dimensioning, tolerancing, lines and symbols. Basic vocabulary, conversions between metric and inch/pound measurements, as well as scales and datums will be explored. This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: Instructor permission

INT 110
Math for Manufacturing **3**
An introduction to common applications of mathematics within manufacturing. Developing proficiency in arithmetic calculations and applying mathematical principles for effective on-the-job training applications. The use of mathematical symbols and processes as they relate to machine control and repair/fabrication methods is emphasized. This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: Instructor permission

INT 112
Manufacturing Tools and Trades **5**
Provides participants with entry-level manufacturing skills. The use of hand tools, shop and manufacturing tools, shop safety, personal protective equipment and quality control concepts. Welding and electrical skills are also covered. Group and individual projects using technical drawings that apply learned theory to develop and utilize critical thinking and problem solving skills. This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: Instructor permission

INT 180
Introduction to Composites **3**
The properties and processing of solid materials used in manufacturing (ceramics, metals, polymers, and composites) through classroom and lab activities. An introduction to fiber-reinforced composites and students will learn about the properties and processing of composites materials used in advanced manufacturing. This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: Instructor permission

LS 101
Operations and Supply Chain Essentials **5**
Explores concepts related to various functions within operations and supply chain management. Apprentices develop an understanding of complex processes to be followed to bring a finished product to life for consumers. They explain how new demands, advancing technology, changing preferences, and unforeseen circumstances force companies to adapt to survive and create new products. They also gain foundational knowledge, including logistics and warehouse management principles, in a non-technical way to help them understand their work.

*This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: Instructor Permission

LS 102
Advanced Communications **5**
Introduces apprentices to advanced communication concepts relating to the workplace. Concepts include theory and skills practice related to interpersonal, intercultural, and production team communications, technical writing and business communications, phone and email etiquette, and conflict management. Students will create a professional portfolio that includes a resume, examples of skills, accomplishments, and samples of work.

*This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: Instructor Permission

LS 103
LEAN and Six Sigma Foundations **5**
Explores the relationship between LEAN and 6 Sigma concepts and production objectives. Apprentices identify waste within the value stream and demonstrate the ability to effectively analyze and present data to co-workers and stakeholders. They define and apply team leadership tools to aid in process improvement. Students will collect and process customer or internal stakeholder input/requirements and identify key metrics for measuring success. Students will define the DMAIC (define, measure, analyze, improve, and control) process and effectively use tools and concepts associated with each of its phases. Finally, they'll employ LEAN 6 Sigma skills in process improvement projects.

*This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: Instructor Permission

LS 104
Inventory and Warehouse Management **5**
In this course, students will describe types of inventory and develop an understanding of the financial accounting of inventory. They will also learn where to locate inventory and ways to control its location. Students will explore the uses, advantages, and disadvantages of automated inventory systems such as bar codes and RFID. They will describe ways to manage inventory and explain causes of inventory system failures as well as ways to fix the problems. Students will also explore some of the basic risks of supply chain management as well as solutions to some common problems. Finally, students will explore the importance of warehouse safety by focusing on injury prevention and reporting, forklift safety, and ergonomics. 8 hours of safety in this course.

*This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: Instructor Permission

LS 105
Enterprise Resource Planning Foundations **5**
Enterprise Resource Planning (ERP) refers to a method or type of software that organizations use to manage day-to-day activities. In this course, students will explore ways that ERP is used to efficiently manage demand and procurement. They will explain how ERP is used to quantify resource use, and better plan production jobs and product delivery. Students will use ERP to create invoices to send directly to customers or create and transmit import and export documentation required for cross-border shipments. Students will also identify how ERP processes enhance collaboration between businesses and vendors, helping to reduce bottlenecks. Students will explore how ERP use can help target inefficiencies in resource use and improve business outcomes. Finally, students will explain how ERP can help organizations adapt during business downturns. 3.5 hours of safety in this course.

*This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: Instructor Permission

MT 101
Industrial Manufacturing Safety **5**
Apprentices will be oriented to the occupation and learn about foundational safety requirements specific manufacturing and production. Course content will include basic shop safety, OSHA 10 and CPR/First Aid. The course will introduce the concepts of working in a safe and productive manufacturing workplace, safety, and environmental assessments, emergency drills and emergency teams, unsafe conditions and corrective action, equipment safety training, processes and procures that support a safe work environment, safety and health requirements for maintenance, installation and repair, monitoring safe equipment and operator performance, and effective safety enhancing workplace practices.

*This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: Instructor permission

MT 102
Industrial Manufacturing Basics **5**
Apprentices will apply quality and continuous improvement practices to manufacturing and production. The course will introduce quality assurance, inspection, blueprint reading, interpreting manufacturing documents, precision measurement, and basic tools/equipment use and knowledge. Apprentices will learn the process of periodic or statistically based internal quality audit activities, check and document calibration of gauges and other data collection equipment, suggest continuous improvements, inspect materials and product/process at all stages to ensure they meet specifications, document the results of quality tests, communicate quality problems, take corrective actions to restore or maintain quality, use common measurement systems and precision measurement tools.

*This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: MT 101 AND instructor permission

MT 103
Industrial Manufacturing Production Processes 5
Apprentices will learn to identify customer needs and required resources for production. They will learn about production, communication, lean manufacturing, problem solving and front line leadership techniques. The course will introduce the set up and operation of machines including tooling and equipment. Apprentices will learn to identify customer needs, determine resources available for the production process, set up equipment for the production process, set team production goals, make job assignments, coordinate work flow with team members and other work groups, communicate production and material requirements and product specifications, perform and monitor the process to make the product, document product and process compliance with customer requirements, and prepare final product for shipping or distribution. Additionally, students will examine emerging industrial technologies and trends in green manufacturing.

*This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: MT 101, MT 102, AND instructor permission

MT 104
Industrial Manufacturing Machine Maintenance 5
Apprentices will learn the foundational principles and skills relating to machine maintenance awareness. They will learn to apply principals of welding, basic electricity, and fluid power systems to manufacturing equipment. Apprentices will examine common applications for lubricants, coolants, bearings, couplings, belt drives and chain drives. The course will apply machine control and automation concepts to awareness of machine maintenance. Apprentices will learn how to perform preventive maintenance and routine repair, monitor indicators to ensure correct operations, perform all housekeeping to maintain production schedule, recognize potential maintenance issues with basic production systems, including knowledge of when to inform maintenance personnel about problems with electrical, pneumatic, hydraulic and other systems.

*This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: MT 101, MT 102, MT 103, AND instructor permission

OS 101
Planning and Management Operational Resources 5
Students will be able to analyze capacity, demand, equipment, inventory, staffing, and budget reports. They will be able to compose budgets for staffing, materials, and funding resources. They will gain a more in depth understanding of how to schedule staff, project tasks, procurement needs, and financial resource needs. Students will explain how production plans are built, including tools for prioritization and contingency planning. Students will learn best practices related to scheduling, estimating costs, forecasting workload, planning resource use, setting department goals, and monitoring progress. They will engage in effective debriefing communication to maintain continuous improvement of processes.
*This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: Instructor permission

OS 102
Advanced Communications 5
*This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: Instructor permission

OS 103
LEAN and Six Sigma Foundations 5
This course explores the relationship between LEAN and 6 Sigma concepts and production objectives. Apprentices identify waste within the value stream and demonstrate the ability to effectively analyze and present data to co-workers and stakeholders. They define and apply team leadership tools to aid in process improvement. Students will collect and process customer or internal stakeholder input/requirements and identify key metrics for measuring success. Students will define the DMAIC (define, measure, analyze, improve, and control) process and effectively use tools and concepts associated with each of its phases. Finally, they'll employ LEAN 6 Sigma skills in process improvement projects.
*This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: Instructor permission

OS 104
Enterprise Resource Planning Foundations 5
Enterprise Resource Planning (ERP) refers to a method or type of software that organizations use to manage day to day activities. In this course, students explore ways that ERP is used to efficiently manage demand and procurement. They explain how ERP is used to quantify resource use, and better plan production jobs and product delivery. Students use ERP to create invoices to send directly to customers or create and transmit import and export documentation required for cross border shipments. Students also identify how ERP processes enhance collaboration between businesses and vendors, helping to reduce bottlenecks. They explore how ERP use can help target inefficiencies in resource use and improve business outcomes. Finally, students explain how ERP can help organizations adapt during business downturns.

*This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: Instructor permission

OS 105
Production and Project Management 5
Students will build on their knowledge of project management and explore techniques for getting projects back on track. They will focus on assigning project roles and responsibilities, problem solving, and risk management. Students will gain an understanding of tools and processes to help complete projects on time and within operation production goals. This course will include some real examples of project management challenges being experienced by their classmates and the class will explore ideas to address those challenges. Students will recognize the importance of their roles as mentors to teach their team's problem solving skills. They will explore the concept of root cause analysis for identifying problems. They will practice ways to prioritize, plan, and efficiently solve problems once they have been identified. Students will be introduced to several methods of problem solving and explore one in detail.

*This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: Instructor permission

PMF 101
Introduction to Precision Metal Fabrication 5
Basics of controlled punching, laser cutting, forming machines and machining operations. Introduces processes such as: setup, print reading, job planning, measuring skills, math (up to algebra), tooling, and machine anatomy. Safety, First Aid and CPR will also be addressed.

Prerequisites: Instructor permission

PMF 102
Precision Metal Fabrication Technology 5
Identification and use of tools such as die, square, forklift, cutting tools (laser cutting and shears), hand punch, Cleco tools (traditional pliers and pneumatic), and rivet guns. Uses of fixturing, compressed air, single pallet load/unload systems, LEAN, and rack mounts, tooling theory and construction of tooling.

Prerequisites: Instructor permission

PMF 103
Materials, Processes, References 5
Materials and processes used in precision metal fabrication through various sources and hands-on activities. Analysis of essential metals such as steel alloy, stainless steels, aluminum, and sheet metal. Metallurgy, annealing, machinability, tensile properties, Heat treat, properties of bending metal etc. Materials and their properties; various processes for converting material into manufactured parts; and the interrelation between materials and processes, regarding feasibility and cost, the heat treating processes, material identification, and methods of material testing. The importance of safety and the necessity of precision are demonstrated throughout.

Prerequisites: Instructor permission

PMF 104
CNC Operation and Setup 5
Computer numerical control (CNC) setup and operation, with a special focus on CNC punch presses, CNC press breaks, Turning centers, milling machines, and crash avoidance. Implementing documentation regarding setup, Loading tools into holders, Inputting programs into machine control, Setting TLOs (tool length offsets), Establishing work coordinate and work shift offsets, Dry run operations, Machining of a part, Part inspection, Adjustment of offsets, and Documentation for future usage.

Prerequisites: Instructor permission

PMF 201
Shop Math **5**
Standard shop computations relating to the dimensions of the work. Relevant mathematical concepts taken from Algebra, Geometry, and Trigonometry, for understanding formulas, ratios, and measuring techniques. Basic skills review (such as adding, subtracting, multiplying, and dividing). Evaluation of algebraic expressions, simplifying algebraic expressions, properties of real numbers, solving linear equations and inequalities, simplifying monomial fractions, solving fractional equations, and inequalities. Ratio, proportion, percentage, and linear measurements. Fundamentals of algebra with regard to application of formulas for cutting speed, RPMs, cutting time, and spur gears. This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: Instructor permission

PMF 202
Engineering Drawings **5**
Interpreting technical drawings and transforming drawings into manufactured products. Interpretation of Blue Prints specifications, with ADCNs, and DCNs. Decoding blueprints, sketches, parts lists, layout, and assembly drawings. Flat pattern layout, Inserts, and Rapid prototyping. Theory and application of engineering drawings, including drawing zones, sketching and block lettering, geometric construction and the relationship of detail, standard, section and auxiliary views. This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: Instructor permission

PMF 203
Safety and Inspection **5**
Processes that have special conditions that require further precautions. Hazardous materials, washers, sealers, masking, coatings (such as paint- including metalized paint for plastics, anodize, chrome, and Teflon finishes), and surface finishes (such as matt, gloss, and wrinkle). Paint booths, powder booths, and batch ovens. This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: Instructor permission

PMF 204
Computer Aided Design and Manufacturing **5**
Introductory computer skills, CAD (SolidWorks), and CAM. Develop Solidworks drawings, and fabricate from these drawings, as well as use precision instruments to work within close tolerances. Introduction to parametric, three-dimensional modeling using CAD software. Navigation within software to create wire frame drawings and solid models using industry best practices and manipulate solid model assemblies. This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: Instructor permission

PPT 223
Manufacturing Management **5**
Essential management concepts for the modern plastics processing manufacturing industry. The role of Just in Time (JIT) and LEAN manufacturing in today's industries. Interrelated concepts of planning, production and workflow; personnel, inventory, marketing and sales; as well as managing costs, quality, and efficiency. The use of technology, from basic computing practices to Enterprise Resource Planning Systems, in manufacturing management.

This course is open only to current Aerospace Joint Apprenticeship Committee (AJAC) enrolled students.

Prerequisites: Instructor permission

ARABIC

See World Languages

Don't see the language you're looking for? Please visit EverettCC.edu/WorldLanguages for a list of language courses offered at EvCC and at our 5-Star Consortium member colleges.

ART

Art courses emphasize the development of knowledge and skills in design, drawing, painting, ceramics, sculpture, visual culture and art history. Students pursuing an AFA degree choose a specific disciplinary concentration. Most art courses satisfy the Humanities or Humanities Performance graduation distribution requirement.

ART 000P
Printmaking Studio **0**
Prior to registering for this studio, lab students must contact the studio technician in Whitehorse Hall, room 320, to complete an open studio use agreement. For more information, contact Miles Labtizke, 425-388-9033. Self-support, non-tuition, non-credit class.

ART& 100
Understanding Art **5**
(H) Introductory course in viewing and participating with the human created visual world. Exploration of the language, processes and role of art in many media. Development of visual literacy through learning a critical method for understanding, analyzing and interpreting imagery. Brief historical overview and inclusion of the art of many cultures. Regular written assignments, readings, and slide analysis. Gallery and museum visits.

ART 110
Visual Foundations and Design **5**
(HP) Foundational course in developing the recognition, understanding, and manipulation of the basic principles and elements of design as applied to two-dimensional art. Faculty structured assignments will focus on the use of the design elements and organizational principles as a point of departure for critical thinking and creative problem solving.

ART 111
Design II: 3 Dimensional **5**
(HP) Continued exploration of the basic principles and elements of design as applied to three-dimensional art. Faculty structured assignments focus on the use of line, planes, surface, materiality, shape, volume, and structure with emphasis on craft and presentation. Basic principles and elements used to solve 3-D visual problems in a variety of materials using hand tools.

ART 113
Beginning Life Drawing **3**
(HP) Introduction to figure drawing from live models including study of anatomy, proportion, use of line, value, shape, space, foreshortening and perspective as related to the figure through instructor-guided exercises. May be repeated two times for credit.

Prerequisites: ART 115 with a grade of C or higher

ART 114
Intermediate Life Drawing **3**
(HP) Intermediate level of figure drawing from live models. Emphasizes investigation into the use of various media including color, use of the elements for expression, mastery of basic skills in proportion, and exploration of the styles and representation of the figure by artists throughout history and in contemporary art.

Prerequisites: ART 113 with a grade of C or higher

ART 115
Drawing I **5**
(HP) Introductory course emphasizing principles and elements of the visual arts as seen in drawing. Development of observational drawing skills in the use of linear perspective, line, shape, value, space, proportion and scale. Primary medium used is charcoal. Faculty guided exercises including the role of drawing as a tool in other visual disciplines, style, history, and vocabulary.

ART 116
Drawing II **5**
(HP) Intermediate course emphasizing principles and elements of the visual arts applied to meaning and expression. Use of various media, including charcoal, conte, and pastel. Proficiency of skills in observational drawing including composition, subject matter, content. Introduction of color; materials and techniques. Written analysis of creative process and use of drawing by major artists. Drawing from live models may be included.

Prerequisites: ART 115 with a grade of C or higher

ART 123
Introduction to Studio Art **5**
(HP) Introduction to studio work in a wide range of media for the student with little experience in the visual arts. Traditional and contemporary approaches to creating artwork combined with the study of visual language and culture. Course includes all forms of visual expression, the process of artistic creation and thought, and the role of visual culture in society and history. Gallery, studio, and museum visits may be included. Course is divided between lecture/discussion sessions and studio practice. May be repeated one time for credit.

ART 135
Drawing and Painting Workshop **2**
(HP) Topical instruction in a specific media or subject area more intense than the regular curriculum. Topics include portraits, plein air painting, figure painting, encaustic and mixed media. Course may be taught by visiting artists. Use of the elements and principles as seen in this subject or medium. Historic aspects of the specific medium or subject area, vocabulary and content issues around the selected subject. May be repeated two times for credit.

Prerequisites: ART 115 with a grade of C or higher

ART 195
Foundation Portfolio Review **2**
Portfolio review of student's work upon successful completion of program core curricula courses. Student works individually with an assigned program instructor in evaluating their submitted portfolio to determine their readiness for advanced level courses leading to an AFA degree.

Prerequisites: ART 110, ART 115, GRAPH 110 and PHOTO 110, each with a grade of C or higher

ART 200
Painting I **5**
(HP) Studio practice of fundamental painting skills through traditional imagery using the media of oil or acrylic paint. Technical information about the physical properties of paint, mediums, support and tools. Language and understanding of the principles and elements of art as they apply to painting. Manipulation of the media for representation including color theory, form, value, texture, shape and composition. Faculty structured exercises to develop skills, style and expression. ART 110 recommended.

Prerequisites: ART 115 or ART 123 with a grade of C or higher

ART 201
Painting II **5**
(HP) Studio practice of fundamental painting skills through traditional imagery using the media of oil or acrylic paint. Technical information about the physical properties of paint, mediums, support and tools. Language and understanding of the principles and elements of art as they apply to painting. Manipulation of the media for representation including color theory, form, value, texture, shape and composition. Faculty structured exercises to develop skills, style and expression. Advanced courses include contemporary modes of painting, mixed media techniques, professional development and presentation.

Prerequisites: ART 200 with a grade of C or higher

ART 202
Painting III **5**
(HP) Studio practice of fundamental painting skills through traditional or contemporary imagery using the media of oil or acrylic paint. Technical information about the physical properties of paint, mediums, support and tools. Language and understanding of the principles and elements of art as they apply to painting. Manipulation of the media for representation including color theory, form, value, texture, shape and composition. Faculty structured exercises to develop skills, style and expression. Advanced courses include contemporary modes of painting, mixed media techniques, professional development and presentation.

Prerequisites: ART 201with a grade of C or higher

ART 203
Painting IV **5**
(HP) Studio practice of fundamental painting skills through traditional or contemporary imagery using the media of oil or acrylic paint. Technical information about the physical properties of paint, mediums, support and tools. Language and understanding of the principles and elements of art as they apply to painting. Manipulation of the media for representation including color theory, form, value, texture, shape and composition. Faculty structured exercises to develop skills, style and expression. Advanced courses include contemporary modes of painting, mixed media techniques, professional development and presentation.

Prerequisites: ART 201 with a grade of C or higher

ART 205
Watercolor I **3 or 5**
(HP) Studio training in basic transparent watercolor skills necessary for artistic expression. Color theory and its application to pictorial composition. Investigation of materials, tools, techniques. Advanced courses explore personal experimentation and style development through both traditional and contemporary approaches. Professional presentation techniques.

Prerequisites: ART 115 with a grade of C or higher

ART 206
Watercolor II **3 or 5**
(HP) Studio training in basic transparent watercolor skills necessary for artistic expression. Color theory and its application to pictorial composition. Investigation of materials, tools, techniques. Advanced courses explore personal experimentation and style development through both traditional and contemporary approaches. Professional presentation techniques.

Prerequisites: ART 205 with a grade of C or higher

ART 215
Life Drawing I **5**
(HP) Course sequence in the representation of the human figure through drawing from live models. Study of human anatomy as it applies to art, involving the proportions of the figure, use of line and value, negative space, foreshortening and perspective through instructor-guided exercises. Subsequent course includes investigation into various media including color, uses of the elements for expression, mastery of basic skills, and exploration of the styles and representation of the figure by artists in historical and contemporary art. Investigation of the role of the figure in art and culture throughout history. ART 110 recommended.

Prerequisites: ART 115 with a grade of C or higher

ART 216
Life Drawing II **5**
(HP) Course sequence in the representation of the human figure through drawing from live models. Study of human anatomy as it applies to art, involving the proportions of the figure, use of line and value, negative space, foreshortening and perspective through instructor-guided exercises. Subsequent course includes investigation into various media including color, uses of the elements for expression, mastery of basic skills, and exploration of the styles and representation of the figure by artists in historical and contemporary art. Investigation of the role of the figure in art and culture throughout history. May be repeated two times for credit.

Prerequisites: ART 215 with a grade of C or higher

ART 224
Contemporary Movements **5**
(H) Development and spread of Modernism since the early 20th century and subsequent movements in art to the present day. Includes a survey of modernist theory and criticism, issues of gender and multiculturalism, and their effect on art. Includes such movements as Cubism, Abstract Expressionism, and Post Modernism. Previous enrollment in ART 124D recommended. Sequential order preferred.

ART 230
Glassblowing I **2**
(HP) Sequence of courses for the non-major designed to develop fundamental skills to manipulate the hot glass medium. Introduction to the language of the visual arts as it pertains to blown glass. Advanced courses include color application and the use of torches, bits and molds.

ART 231
Glassblowing II **2**
(HP) Sequence of courses for the non-major designed to develop fundamental skills to manipulate the hot glass medium. Introduction to the language of the visual arts as it pertains to blown glass. Advanced courses include color application and the use of torches, bits and molds.

Prerequisites: ART 230 with a grade of C or higher

ART 232
Glassblowing III **2**
(HP)Sequence of courses for the non-major designed to develop fundamental skills to manipulate the hot glass medium. Introduction to the language of the visual arts as it pertains to blown glass. Advanced courses include color application and the use of torches, bits and molds. May be repeated two times for credit.

Prerequisites: ART 231 with a grade of C or higher

ART 240
Printmaking I **3-5**
(HP) Introductory course focused on the development of skills, principles, techniques, methods and language of printmaking. Emphasizes use of the press, inks and basic skills in the entire print process using ecologically safe materials. Develops the techniques of monotype, intaglio, relief, collagraph.

ART 241
Printmaking II **3-5**
(HP) Intermediate course focused on the continued development of skills, principles, techniques and methods of printmaking. Applying the vocabulary of printmaking to the press, inks, paper treatment, and basic skills in the entire print process using ecologically safe materials. Students incorporate color into the monotype, intaglio, relief, and collagraph processes. Continued focus on the development of printmaking skills with emphasis on principles and elements of art as they apply to printmaking.

Prerequisites: ART 240 with a grade of C or higher

ART 242
Printmaking III **3-5**
(HP) Intermediate course focused on advanced skills, principles, techniques and methods of printmaking. Relating the vocabulary of printmaking to the press, inks, paper treatment, and basic skills in the entire print process using ecologically safe materials. Students create a body of work that incorporates advanced techniques including multiple plate printing and chine colle/collage. Projects develop aesthetic style and attend to the students' understanding of art making as applicable to printmaking.

Prerequisites: ART 241 with a grade of C or higher

ART 243
Printmaking IV **3-5**
(HP) Advanced course focused on advanced skills, principles, techniques and methods of printmaking. Relating the vocabulary of printmaking to the press, inks, paper treatment, and basic skills in the entire print process using ecologically safe materials. Final course in the printmaking sequence. Students design projects and create a body of work through research on contemporary and historical print techniques. Emphasis on content development.

Prerequisites: ART 242 with a grade of C or higher

ART 250
Art Internship **2.5**
Supervised work experience as an intern. May be with a qualified employer or in a project with a private or public agency. Students must have completed most of the required coursework and must obtain a recommendation for internship from their instructor. It is the student's responsibility to obtain the internship. Performance will be evaluated by the college instructor and the internship supervisor. Internship can apply once to AFA degree electives. May be repeated two times for credit.

Prerequisites: Instructor permission

ART 270
Ceramics I: Handbuilding and Foundations **5**
(HP) First in a sequence of courses in the development of the knowledge and skills needed to create ceramic pieces using the medium as a point of departure for critical thinking and creative problem solving. Techniques of handbuilding and introduction to principles and elements of art as applied to ceramics. Faculty structured projects will develop physical skills and an understanding of technical information, as well as functional and sculptural aesthetics. Ceramic history, science, and design are covered at length.

ART 271
Ceramics II: Principles and Practices of Wheel Throwing **5**
(HP) Second in a sequence of courses in the development of the knowledge and skills needed to create ceramic forms using the medium as a point of departure for critical thinking and creative problem solving. Focus is on developing skills in the use of the potter's wheel. Principles and elements of design will be stressed, including unity, along with the concepts of accuracy, precision, utility, and functional aesthetics.

Prerequisites: ART 270 with a grade of C or higher

ART 272
Ceramics III: Integrating Techniques **5**
(HP) Continuation of courses in the development of the knowledge and skills needed to create ceramic forms using the medium as a point of departure for critical thinking and creative problem solving. Explores advanced wheel throwing techniques, integrates wheel throwing and handbuilding techniques in the creation of complex ceramic forms.

Prerequisites: ART 110 or ART 111, AND ART 271, each with a grade of C or higher

ART 273
Ceramics IV: Advanced Projects in Ceramics **5**
(HP) Capstone course in the development of knowledge and skills in the creation of ceramic forms using the medium as a point of departure for critical thinking and creative problem solving. Focus on the creation of a series of ceramic forms to be viewed in public display.

Prerequisites: ART 272 with a grade of C or higher

ART 274
Ceramics Workshop **3**
(HP) Ceramics workshop based on a variety of topical techniques and processes. Examples include alternative firing methods and systems, Majolica, low-fired ceramic processes and sculpture. See current schedule for course topic. May be repeated two times for credit.

Prerequisites: ART 270 with a grade of C or higher

ART 275
Glaze Formulation for Studio Ceramics I **3**
Introduction to the materials and methods used in glaze making for studio ceramics. Students will use the principles of experimental design to become familiar with the materials typically used in studio ceramics and learn to make original utilitarian glazes suitable for mid-range firing in an electric kiln. Glaze application and kiln operation will be discussed.

Prerequisites: ART 270 and ART 271, each with a grade of C or higher

ART 276
Glaze Formulation for Studio Ceramics II **3**
Continuing exploration of the materials and methods used in glaze making for studio ceramics. Students will build on the experience from ART 275 and learn to manipulate existing glazes to alter their properties. Students will also learn to formulate glazes for high fire gas kilns and learn consider the role of kiln atmosphere in studio ceramics. The course will also introduce the properties of standard historical stoneware glazes.

Prerequisites: ART 270, ART 271, and ART 275, each with a grade of C or higher

ART 277
Glaze Formulation for Studio Ceramics III **3**
Final course in exploring the materials and methods used in glaze making for studio ceramics. Students will use their accumulated knowledge of glaze materials to extend their palette to include non-traditional and non-utilitarian ceramic surfaces. The class will introduce sculptural glazes, textural surfaces and crystalline glazes for mid-range electric and high fire gas kilns. Students will also explore studio economics and design a hypothetical studio to suit their working process and proposed body of work.

Prerequisites: ART 276 with a grade of C or higher

ART 294
Portfolio Development **5**
(HP) Advanced course focused on developing a portfolio of work with faculty guidance emphasizing personal exploration, studio research of contemporary and traditional themes, issues, media, skills and techniques, and presentation in 2D studio art. Media may be combined. Student's choice of media. Previous experience in primary medium of choice required.

Prerequisites: Instructor permission

ART 295
Professional Practices **5**
Advanced course required for students nearing the completion of their Associate of Fine Arts degree in art, graphic design or photography or nearing the completion of an Associate of Technical Arts in Interactive Web Design. Professional practices include portfolio design, development and editing. Focuses on self-assessment, development of personal style (or "personal presentation") and resume preparation.

Prerequisites: Instructor Permission

ART 297
Gallery and Exhibit Technique **2**
(TE) Instruction and practical experience in all aspects of the design and installation of exhibitions. Content includes curating, installation and de-installation of artwork, graphic design for posters and publications. Graphic design experience is preferred (GRAPH 110). Weekly time commitment includes two hours of classroom instruction and three hours of hands-on gallery supervision each week. May be repeated three times for credit. Limit 5 students.

Prerequisites: Instructor permission

ART HISTORY

ART H 124
Understanding World Art **5**
(H, D) Introduction to artwork from various under-represented world cultures in a wide range of media for the student with little experience in the visual arts. Traditional and contemporary approaches to creating artwork as practiced globally and historically combined with the study of visual language and culture in the medium, theme, subject or culture represented. Course includes all forms of visual expression, the process of artistic creation and thought, and the role of visual culture in society and history. Discussion and studies in forms of representation as examples of culturally based perceptions of time, space, self, identity, community and otherness.

ART H 220
Western Art History: Ancient to Medieval **5**
(H) Survey of art from ancient foundations to the 14th century in Europe. Topics and issues of art history as relevant to the formation of styles, methods of construction, and the role of the artist in early civilization. Includes study of the cultures of Egypt, Ancient Greece, Rome, and Early Christian. Introduction to the analysis of imagery and the methods and practice of art history. Recommend previous enrollment in ART H 124. Sequential order preferred.

ART H 221
Western Art History: 15th to 18th Centuries **5**
(H) Survey of the dominant styles and movements of art in Europe and America from the 15th to the 18th centuries. Social, religious, political and philosophical changes and their connection with the role and creations of the artist. Includes Renaissance and Baroque periods. Analysis of imagery and practice of historical research. Recommend previous enrollment in ART H 124. Sequential order preferred.

ART H 222
Western Art History: 18th to 19th Century **5**
(H) Survey of major movements in the art of Europe, America and Russia from the 18th to the early 20th centuries. Traces the development of major changes in artistic expression, theory, meaning and content leading to the development of the Modern movement. Includes Classicism, Romanticism, and Impressionism. Analysis of imagery and methods and practice of historical research. Recommend previous enrollment in ART H 124.

ART H 226
Art and Social Justice **5**
(H) Survey of the intersection of art, civic engagement, and social justice in post-1960s America. Examination of and reflection on how artists have responded to and engaged with pressing societal issues. Themes may include Identity and Representation, Activism through Art, Community Engagement, Art as Resistance, Technology and New Media, and Ethics in the Artist Practice. May include art making, as well as written reflection. No prior art making experience needed.

ART H 228
The World of Anime and Manga **5**
(H, D) Introduction to the history, culture, and creators who developed anime & manga: Japanese animation and comics. Examines the reciprocal influences between Japanese and Western artists to understand how anime and manga have become transnational mediums. Introduces key creators of the 20th century and examines influences on their work, as well as how these works influence contemporary visual art. Engages with critical themes, including an analysis of ethnocentric reactions, stereotyping, prejudice, discrimination, and gender bias, as seen in works of anime & manga, and experienced by creators working the industry.

Prerequisites: Eligibility for ENGL& 101

ASTRONOMY

Astronomy courses involve studying the origin, composition, and structure of the solar system, stars, galaxies, and the universe. Most astronomy courses satisfy the Natural Science Lab (NS-L) graduation distribution requirement.

ASTR& 100
Survey of Astronomy **5**
(NS) General survey of astronomy including the nature of planets, stars, and galaxies. The origin and evolution of the solar system and universe.

Prerequisites: Eligibility for MATH 86

ASTR& 101
Introduction to Astronomy **5**
(NS-L) Integrated laboratory/lecture course emphasizing observational techniques, the history and evolution of astronomical concepts, and the origin and composition of the solar system. Lecture, video, and slide demonstrations, plus hands-on laboratory sessions and evening field observing sessions.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 96

ASTR& 115
Stars, Galaxies and Cosmos **5**
(NS-L) Introduction to the current state of research into the structure, origin, and evolution of the universe. Topics include stellar evolution, galactic structure and formation, cosmic distances, black holes, quasars, and cosmological theories. Laboratory projects emphasize photographic and spectrographic analysis of stars and galaxies.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH& 141

ASTR 122
Life in the Universe **5**
(NS-L) Investigates the astronomical and biological conditions necessary for the evolution of life in the universe. Topics covered will be basic concepts in astronomy and cosmology, evolution of life on Earth, the conditions necessary for the evolution of life, other locations where life may have evolved in the solar system and the search for intelligent life in the universe.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 96

ATMOSPHERIC SCIENCE

Atmospheric Science courses involve studying the origin, composition, structure, and motions of Earth's atmosphere. Atmospheric Science 101 satisfies the Natural Science Lab (NS-L) graduation distribution requirement.

ATM S 101
Weather **5**
(NS-L) Earth's atmosphere, with emphasis on weather observations and forecasting. Use of meteorological instruments and weather maps. Highs, lows, fronts, clouds, storms, jet streams, air pollution, and other features of the atmosphere. The physical processes that govern weather-related phenomena. Regional climate of the world and global climatic prediction and change.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 86

AVIATION MAINTENANCE

The Aviation Maintenance Technology Program provides students with necessary background knowledge and practical experience to qualify to take the Federal Aviation Administration (FAA) Aircraft Maintenance Technician exam for both airframe and powerplant ratings. The A&P license qualifies graduates for entry-level employment in commercial airlines, general aviation maintenance, and aircraft restoration. The combined sequences of airframe and powerplant technology require eight quarters, two academic years (including two summer quarters) to complete. About $500-$1,000 worth of tools are required for the program.

By taking academic work beyond the aviation maintenance technology training, students may qualify for the degree of Associate in Technical Arts, or a possible transfer degree applicable to a bachelor's degree in Operations Management, or Aerospace Management.

All training for the program is conducted in classrooms and shops at Paine Field. For further information, call 425-388-9533 or email aviation@everettcc.edu.

AMT& 101
Basic Electricity **5**
Theory and application of basic electricity including: direct current circuits, series and parallel circuit arrangements and their application; the relationship of voltage, current, resistance, and power, calculations and measurements of these values; and operation of the multimeter and its use in troubleshooting. Understand the operation, use of semiconductors and digital logic devices. Understand battery technology and perform maintenance.

Prerequisites: Eligibility for MATH 86 and eligibility for ENGL& 101 AND instructor permission

AMT 102
Basic Electricity: Practical Applications **3**
Direct current circuits, series/parallel circuit arrangements, understand the relationship of voltage, current, resistance, and power, calculating/measuring these values, and learn the operation of the multimeter and troubleshooting.

Prerequisites: Eligibility for MATH 86 and eligibility for ENGL& 101 AND instructor permission

AMT 105
Human Factors **2**
Human Factors in Aviation; definition, brief history of Human Factor studies, and models to help identify and correct Human Factors issues within their work environment.

Prerequisites: Eligibility for MATH 86 and ENGL& 101 AND instructor permission.

AMT& 111
Math and Physics **4**
Application of mathematical computations required in the Aviation Maintenance Technician curriculum. Theory and application of scientific principles that apply to the operation of aircraft and the equipment that the aviation maintenance technician uses.

Prerequisites: Eligibility for MATH 86 and ENGL& 101 AND instructor permission.

AMT& 121
Weight and Balance **2**
Theory and application of weight and balance to aircraft safety, required calculations for weight and balance checks, equipment changes, extreme loading checks and the addition of ballast.

Prerequisites: Eligibility for MATH 86 and ENGL& 101 AND instructor permission.

AMT& 131
Corrosion/Fluid Lines **5**
Theory and application of corrosion types and causes, proper materials and processes to remove corrosion byproducts, corroded areas and treatment with proper protection. Identification of fluid line components, fabrication of rigid and flexible fluid lines, and installation of fluid lines on aircraft.

Prerequisites: Eligibility for MATH 86 and ENGL& 101 AND instructor permission

AMT& 141
Aircraft Drawings **2**
Theory and application of aircraft repairs and alterations, aircraft blueprints, graphs, and charts.

Prerequisites: Eligibility for MATH 86 and ENGL& 101 AND instructor permission

AMT& 151
Ground Operations and Servicing **4**
Theory and application of safe ground handling procedures, aircraft movement and storage and identification of aviation fuels.

Prerequisites: Eligibility for MATH 86 and ENGL& 101 AND instructor permission

AMT& 161
Materials and Processes **7**
Theory and application in selecting non-destructive testing methods including dye-penetrant, eddy current, ultra-sound, magnetic particle inspection. Application of basic heat-treating processes, aircraft hardware and materials, inspecting welds, and performing precision measurements.

Prerequisites: Eligibility for MATH 86 and ENGL& 101 AND instructor permission

AMT& 171
Federal Aviation Regulations **4**
Theory and application of record maintenance and entries, maintenance forms, records, and inspection reports, application of information in FAA and manufacturers maintenance specifications, data sheets, manuals, publications and related Federal Aviation Regulations, Airworthiness directives, and advisory material, and mechanic privileges within the limitations prescribed in 14 CFR Part 65.

Prerequisites: Eligibility for MATH 86 and ENGL& 101 AND instructor permission

AMT 180
Fundamentals of Troubleshooting **2**
An analytical framework and process to effectively troubleshoot complex aircraft systems.

Prerequisites: Eligibility for MATH 86 and ENGL& 101 AND instructor permission

AMT& 201
Composites **5**
Theory and application of inspection and repair of aircraft composite type structures including transparent plastic enclosures and interiors.

Prerequisites: Completion of all 100-level Aviation Maintenance Technician School courses; AND instructor permission

AMT& 205
Wood, Covers and Finishes **9**
Theory and application of wood aircraft construction, including inspection and repair. Selection, application, inspection, testing and repair of aircraft fabric and fiberglass covering materials and types of aircraft protective coatings, trim applications, markings, finish problems and the inspection of finishes.

Prerequisites: Completion of all 100-level Aviation Maintenance Technician School courses; AND instructor permission

AMT& 207
Welding **2**
Theory and application of fabrication, construction, and repair of welded aircraft structures.

Prerequisites: Completion of all 100-level Aviation Maintenance Technician School courses; AND instructor permission

AMT& 211
Sheet Metal **10**
Theory and application of sheet metal aircraft structures fabrication, construction, inspection, and repair.

Prerequisites: Completion of all 100-level Aviation Maintenance Technician School courses; AND instructor permission

AMT& 215
Assembly and Rigging **7**
Theory and application of fixed wing and rotorcraft assembly, components, rigging of all flight control surfaces, balancing and inspection of flight controls, alignment of aircraft structures, and jacking of aircraft.

Prerequisites: Completion of all 100-level Aviation Maintenance Technician School courses; AND instructor permission

AMT& 221
Airframe Inspection **4**
Theory and application of methods and techniques of all phases of aircraft inspections, including the Federal Aviation Regulations, Maintenance record entries, and disposition of those records.

Prerequisites: Completion of all 100-level Aviation Maintenance Technician School courses; AND instructor permission

AMT& 223
Landing Gear/Hydraulics **9**
Theory and application of inspection, checking, service, troubleshooting and repair of landing gear retraction systems, shock struts, brakes, wheels, tires, and steering systems, and hydraulic and pneumatic power systems and components. Includes speed and configuration warning, electrical brake controls, antiskid, position indicating and warning systems.

Prerequisites: Completion of all 100-level Aviation Maintenance Technician School courses; AND instructor permission

AMT& 231
Ice and Rain/Fire Systems **3**
Theory and application of ice and rain on aircraft during operations, equipment and materials used to counter ice and rain and maintenance of the equipment. Theory and application of toxic gas and fire detection and extinguishing systems.

Prerequisites: Completion of all 100-level Aviation Maintenance Technician School courses; AND instructor permission

AMT& 235
Navigation Communication Systems **1**
Theory and application of operating common airborne avionics equipment, antennas, autopilots, servos approach coupling systems, interphones and static discharge devices, and ground proximity warning systems. Inspection and repair of antennas and electronic equipment.

Prerequisites: Completion of all 100-level Aviation Maintenance Technician School courses; AND instructor permission

AMT& 237
Airframe Fuel Systems **3**
Theory and application of fuel dump operation and maintenance, fuel management transfer, aircraft refueling and pressure fueling systems, quantity indication, pressure, and temperature warning systems, and maintenance requirements for fuel systems.

Prerequisites: Completion of all 100-level Aviation Maintenance Technician School courses; AND instructor permission

AMT& 239
Aircraft Electrical **2**
Theory and application of AC and DC electrical systems operation used on large and small aircraft, generating and starting systems, AC and DC electric motors, wiring, controls, switches, indicators, and protective devices, and constant speed and integrated drive generators.

Prerequisites: Completion of all 100-level Aviation Maintenance Technician School courses; AND instructor permission

AMT& 241
Instrument Systems **2**
Theory and application of common aircraft instruments operation, air or vacuum driven gyros and pitot-static systems and static leak tests.

Prerequisites: Completion of all 100-level Aviation Maintenance Technician School courses; AND instructor permission

AMT& 245
Cabin Environment **3**
Theory and application of the physiological aspects of flight and inspection and maintenance of oxygen, pressurization, heating, cooling, and air conditioning systems. Water and wastewater system maintenance and repair.

Prerequisites: Completion of all 100-level Aviation Maintenance Technician School courses; AND instructor permission

AMT& 251
Reciprocating Engines I **5**
Theory and application of reciprocating engine theory consisting of the history of aircraft engines, principles of energy transformation, theory of operation, engine requirements and configuration, and overhaul of horizontally opposed engines including the installation, troubleshooting, repair and removal of engines. First in a two-course sequence.

Prerequisites: Completion of all 100-level Aviation Maintenance Technician School courses; AND instructor permission

AMT& 252
Reciprocating Engines II **5**
Theory and application of reciprocating engine theory consisting of the history of aircraft engines, principles of energy transformation, theory of operation, engine requirements and configuration, and overhaul of horizontally opposed engines including the installation, troubleshooting, repair and removal of engines. Second in a two-course sequence.

Prerequisites: Completion of all 100-level Aviation Maintenance Technician School courses; AND instructor permission

AMT& 253
Turbine Engines I **5**
Turbine engine theory and application including: history, types, and theory of operation, the Brayton cycle, Bernoulli's principle, turbine engine air flow characteristics, and maintenance of the turbine, including installation and removal, inspection, troubleshooting and repair procedures. First in a two-course sequence.

Prerequisites: Completion of all 100-level Aviation Maintenance Technician School courses; AND instructor permission

AMT& 254
Turbine Engines II **5**
Turbine engine theory and application including: history, types, and theory of operation, the Brayton cycle, Bernoulli's principle, turbine engine air flow characteristics, and maintenance of the turbine, including installation and removal, inspection, troubleshooting and repair procedures. Second in a two-course sequence.

Prerequisites: Completion of all 100-level Aviation Maintenance Technician School courses; AND instructor permission

AMT& 257
Engine Inspection **3**
Theory and application of engine inspection including detailed work with the Federal Aviation Regulations, types of inspections, conformance to type certificate data sheets and major alterations, airworthiness directives, and maintenance record entries.

Prerequisites: Completion of all 100-level Aviation Maintenance Technician School courses; AND instructor permission

AMT& 261
Engine Instruments **1**
Theory and application of electrical and mechanical fluid rate of flow indicating systems, and electrical and mechanical temperature, pressure, and RPM indicating systems.

Prerequisites: Completion of all 100-level Aviation Maintenance Technician School courses; AND instructor permission

AMT& 265
Engine Fire Protection **1**
Theory and application of fire detection and fire extinguishing systems, and components of equipment and the maintenance, troubleshooting, and repair of the systems.

Prerequisites: Completion of all 100-level Aviation Maintenance Technician School courses; AND instructor permission

AMT& 267
Engine Electrical **5**
Theory and application of generators, alternators, DC motors, and AC motors, and their repair and overhaul, special requirements of electrical components operating in high temperature areas and installation and protection of wiring, controls, switches, and indicators.

Prerequisites: Completion of all 100-level Aviation Maintenance Technician School courses; AND instructor permission

AMT& 271
Ignition and Start Systems **6**
Theory and application of magneto and ignition harnesses, including operation, maintenance, and overhaul, inspection, servicing, troubleshooting, and repair of reciprocating and turbine engine ignition systems, components and turbine engine electrical and pneumatic starting systems.

Prerequisites: Completion of all 100-level Aviation Maintenance Technician School courses; AND instructor permission

AMT& 275
Lubrication Systems: Reciprocating Engines **4**
Theory and application of engine lubrication systems and the requirements and characteristics of engine lubricants and lubrication systems.

Prerequisites: Completion of all 100-level Aviation Maintenance Technician School courses; AND instructor permission

AMT 276
Lubrication Systems: Turbine Engines **3**
Understand the components of and operation of engine lubrication systems, the requirements and characteristics of engine lubricants and lubrication systems.

Prerequisites: Completion of all 100-level Aviation Maintenance Technician School courses; AND instructor permission

AMT& 279
Engine Fuel Systems **7**
Theory and application of the chemistry and combustion characteristics of fuel, the system components in both reciprocating and turbine engines and maintenance and repair of the systems, including metering of fuel for float carburetors, fuel Injection, pressure carburetors, anti detonate injection, and turbine electronic and hydromechanical fuel controls.

Prerequisites: Completion of all 100-level Aviation Maintenance Technician School courses; AND instructor permission

AMT& 281
Engine Induction/Cooling **4**
Theory and application of carburetor, fuel injected, naturally aspirated, turbo-charged, and supercharged induction system maintenance. Theory and application of ice and rain control systems. Theory and application of air cooled engines, exhaust systems, turbine engine reversing systems, and power recovery turbines.

Prerequisites: Completion of all 100-level Aviation Maintenance Technician School courses; AND instructor permission

AMT& 285
Propellers and Fans **6**
Theory and application of propellers and fans including operation, controls, and instrumentation on fixed pitch, controllable pitch, constant speed, and feathering propellers. System study includes anti-icing and sychrophasing systems, and propeller inspection, maintenance and repair. Familiarization with unducted fan engines.

Prerequisites: Completion of all 100-level Aviation Maintenance Technician School courses; AND instructor permission

AVIONICS

The Advanced Avionics Program provides students with necessary background, knowledge, and practical experience to qualify for employment in the Avionics manufacturing and repair shops. Coupled with the A&P license, graduates qualify for avionics technician employment in commercial airlines, aircraft manufacturers, and general aviation maintenance. The sequence of advanced avionics requires two quarters to complete. About $250 worth of tools are required for the program.

By taking academic work beyond the advanced avionics program and coupling it with the airframe and powerplant sequences in aviation maintenance technology, students may qualify for the degree of Associate in Technical Arts.

All training for the program is conducted in classrooms and shops at Paine Field. For further information, call 425-388-9533 or email aviation@everettcc.edu.

AVIO 101
Electrical Fundamentals **8**
Fundamentals, troubleshooting, and experiments of aircraft electrical circuits; safety practices; electrostatic devices; metric notation; voltage, current, resistors and measurements, switches, fuses, and circuit breakers; tools for troubleshooting, including multimeter and oscilloscopes; magnetism and electromagnetic principles and calculations; relays and meters; Ohm's and Kirchhoff's Laws; circuits; electrical generators, inductors, filters, and capacitors; resistance and reactance; transformers; motors..

Prerequisites: Eligibility for MATH 96 and eligibility for ENGL&101 OR holds the FAA Airframe or FAA Powerplant OR eligibility for AMT& 200 level courses

AVIO 102
Electronic Fundamentals **8**
Fundamentals, troubleshooting, and experiments with fundamental aircraft electronics; diodes; power supplies; rectifiers; voltage regulators; transistors; amplifiers; oscillators and multivibrator circuits; latches.

AVIO 103
Aircraft Wiring Systems **2**
Fundamentals, troubleshooting, and repair of aircraft wiring, including acceptable standards for visual, electrical, and mechanical quality.

AVIO 106
Basic Troubleshooting **2**
Basic troubleshooting of aircraft wiring including using continuity and voltage readings. Introduction to TDR and Meggar as basic troubleshooting tools.

AVIO 201
Aircraft Basic and Electronic Instrument Systems **8**
Troubleshooting and repairing aircraft instrument systems. Course includes aircraft flight instrument systems; pitot/static instruments; aircraft master warning and annunciator system, computer math, digital logic functions and flip-flops; introduction to register memory and arithmetic counting circuits; analog and digital conversions circuits; introduction to microprocessors; introduction to signal processing-multiplexing; synchro systems, differential transformers; and databus communications.

Prerequisites: AVIO 102 with a grade of C or higher

AVIO 202
Avionics Systems for Airframe and Powerplant **8**
Fundamentals of aircraft avionics systems for airframe and powerplant, including power distribution systems, air/ground and proximity sensors, communication systems, navigation systems, avoidance and detection systems including ADSB, radar and powerplant systems. Aircraft wiring and routing inspections, and installations.

AVIO 203
Avionics Communications **2**
Introduction to the industry recognized avionics licenses; FCC General Radiotelephone Operator License (GROL) and NCATT Aircraft Electronics Technician (AET). Preparation for the FCC GROL License and/or the NCATT AET License. This includes possible endorsements for the licenses.

Prerequisites: AVIO 102 with a grade of C or higher

AVIO 204
Advanced Avionics Troubleshooting **2**
Fundamentals, troubleshooting, and repair of aircraft avionics systems, including logical approach using a four step troubleshooting method. Understanding the different aircraft maintenance manuals used in aviation and proper documentation.

Prerequisites: AVIO 103 and AVIO 106, each with a grade of C or higher

BIOLOGY

Biology courses provide preparation for science, pre-medicine and health science disciplines. These courses satisfy the Natural Science (NS) or Natural Science Lab (NS-L) graduation distribution requirement.

BIOL& 100
Survey of Biology **5**
(NS-L) General concepts of living organisms, the process of science, and application of biology to human beings and society. For non-science majors.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 96

BIOL 105
Disease in Modern Society **5**
(NS) General concepts of infectious disease, the process of science, and application of biology to human beings and society. For non-science majors.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 96

BIOL 107
Life Science for Everybody **5**
(NS-L) Hands-on exploration of how living things interact with each other and their environment to obtain energy and building blocks for growth. For non-science majors. Highly recommended for elementary education majors.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 96

BIOL 111
Majors Cellular: Problem Session **1**
Problem session to accompany BIOL& 211. In-depth analysis of concepts and course content, lab report preparation. Non-transferable.

Corequisites: BIOL& 211

BIOL 121
Majors Ecology/Evolution: Problem Session **1**
Problem session to accompany BIOL& 221. In-depth analysis of concepts and course content, lab report preparation. Non-transferable.

Corequisites: BIOL& 221

BIOL 122
Majors Cell/Molecular: Problem Session **1**
Problem session to accompany BIOL& 222. In-depth analysis of concepts and course content, lab report preparation. Non-transferable.

Corequisites: BIOL& 222

BIOL 123
Majors Organismal Physiology: Problem Session **1**
Problem session to accompany BIOL& 223. In-depth analysis of concepts and course content. Non-transferable.

Corequisites: BIOL& 223

BIOL 130
Marine Biology **5**
(NS-L) Life processes of marine organisms and their ecological interactions. Introduction to the scientific method, oceanographic drivers, marine ecology, the identification, interactions, behavior and life histories of marine organisms with field trip(s) and an emphasis on intertidal marine organisms found in the varied shore communities of the Salish Sea. Using the Salish Sea as a focus, coursework may include an overview of the world's oceans with human impact, uses, and conservation efforts examined.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 96

BIOL 142
Topics in Ecology **2**
(NS) Readings and discussion of current topics in ecology. Suitable for students with no biology background as well as for science majors.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 96

BIOL 183
New History of Life **5**
(NS) Presents a new view of how life began and diversified on Planet Earth informed by recent discoveries that, when integrated, provide a surprising and seemingly novel view of what has long been treated as a reasonably well-known saga: the origin of life on Earth and its subsequent evolution. Explores the fields of Geology, Biology, Chemistry, and Astrobiology. Intended for majors and non-majors.

BIOL 190
Natural History Field Studies **1-5**
(NS-L) Various field studies. Hours to be arranged. May be repeated one time for credit.

Prerequisites: Instructor permission.

BIOL 190
Natural History Field Studies **1-5**
(NS-L) Various field studies. Hours to be arranged. May be repeated one time for credit.

Prerequisites: Instructor permission.

BIOL 201
Introduction to Public Health **5**
(NS) An overview of the field of public health and the various strategies that are used to assure health at a population level. Frameworks and tools for developing effective health interventions. Specific topic areas relevant to population health will be explored, such as social determinants of health, social and behavioral risk factors, non-communicable and communicable disease, and environmental health. Discussion of methods for translating health needs into policies and systems that benefit the public. Addresses contemporary controversies and ethical considerations in public health practice.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 96

BIOL& 211
Majors Cellular **5**
(NS-L) Principles of cellular biology as they apply to organisms. Prerequisite to BIOL& 231, BIOL& 232 and BIOL& 260.

Prerequisites: Placement into ENGL& 101; and CHEM& 121, or CHEM& 161 and CHEM& 162, each with a grade of C or higher.

BIOL& 221
Majors Ecology/Evolution **6**
(NS-L) Mendelian genetics, evolution, biodiversity of life forms, and ecology. First course of a three-quarter series. For students intending to major in the sciences.

Prerequisites: CHEM& 161 (or concurrent enrollment) or equivalent, with a grade of C or higher. All prerequisites must be taken within the last five years, OR instructor permission.

BIOL& 222
Majors Cell/Molecular **5**
(NS-L) For students intending to major in the sciences. Metabolism and energetics, structure and function of biomolecules, cell structure and function, current applications of biotechnology and molecular biology. Second course of a three-quarter series.

Prerequisites: BIOL& 221 with a grade of C or higher and CHEM& 162 (or concurrent enrollment) with a grade of C or higher. All prerequisites must be taken within the last five years, OR instructor permission.

BIOL& 223
Majors Organismal Physiology **5**
(NS-L) For students intending to major in the sciences. Animal development and physiology, plant development and physiology, including photosynthesis. Final course of three-quarter series.

Prerequisites: BIOL& 222 with a grade of C or higher and CHEM& 163 (or concurrent enrollment) with a grade of C or higher. All prerequisites must be taken within the last five years, OR instructor permission.

BIOL& 231
Human Anatomy **5**
(NS-L) Detailed examination of the structure of the human body using human models, human skeletons, microscopic slides, digital photographs and animations, fresh animal specimen dissection, and dissection of the preserved cat. For allied health professional majors.

Prerequisites: BIOL& 211, or BIOL& 221 AND BIOL& 222; and CHEM& 121 or CHEM&161 AND CHEM& 162; all with a grade of C or higher. All prerequisites must be taken within the last five years, OR instructor permission.

BIOL& 232
Human Physiology **5**
(NS-L) Detailed study of the functioning, integration and interrelationships of the following organ systems of the human body using lecture and lab exercises: Neurologic (Including Autonomic and Special Senses), Muscular, Endocrine, Cardiac, Circulatory, Renal, Reproductive (including Pregnancy, Development, Growth and Senescence), Immune, Hematologic, Respiratory.

Prerequisites: BIOL& 211 AND 231, or BIOL& 221 AND 222 AND 223; and CHEM& 121, or CHEM& 161 AND CHEM&162, all with a grade of C or higher. All prerequisites must be taken within the last five years, OR instructor permission.

BIOL& 260
Microbiology **5**
(NS-L) Survey of microorganisms and their biological activities, with special emphasis on bacteria.

Prerequisites: BIOL& 211 and BIOL& 232; or BIOL& 222 and BIOL& 223; all with a grade of C or higher. All prerequisites must be taken within the last five years, OR instructor permission.

BOTANY

BOT 113
Plants of the Pacific Northwest **5**
(NS-L) Introduction to classification and identification of ferns, conifers and flowering plants, with an emphasis on flora of the Pacific Northwest. Includes principles of naming and classification, plant reproduction, ecological interaction, and human use of plants.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 86

BOT 115
Global Ethnobotany **5**
(NS-L, D) Botanical and cultural aspects of interactions between plants and people from around the world.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 86

BUSINESS

The Associate in Business DTA degree for business majors is a 90-credit program which includes the coursework required for transfer to a four-year college or university with junior-class standing. This is the recommended program for students who intend to earn a baccalaureate degree in business administration. Universities offer a number of specializations in business: Management, Economics, Marketing, International Business, and Finance, etc.

The 90-credit Associate in Technical Arts (ATA) degree program is designed for non-transfer students who desire an associate degree in Business Administration.

The Bachelor of Applied Science (BAS) in accounting is designed to prepare individuals for a career in the Accounting field. Graduates from our program have the option of continuing their education to complete the Washington State Requirements to sit for the Certified Public Accounting (CPA) exam or moving directly into a career in Accounting. Career opportunities are available in both government and private sectors.

BUS& 101
Introduction to Business **5**
(SS) An introduction to the American business system. Explores the world of business today within the context of our global and Internet-influenced economy. Topics covered include ethical and social responsibility, management, business finance, managing human resources, entrepreneurship, marketing, and other areas of general business.

BUS 104
Business English **5**
Focuses on standards and conventions of written English. Review of abbreviations, capitalization, grammar, numbers, compounds and hyphenations, possessives, punctuation, spelling, and word confusions. Includes proofreading and editing.

Prerequisites: Eligibility for ENGL 97

BUS 105
Small Business Essentials **5**
Study of small business with an emphasis on using systems thinking to identify and successfully pursue business opportunities. Topics include identifying a viable business opportunity, using business planning tools, preparing a marketing plan, and understanding the functions of management, operations and financial planning. Major business functions and the business lifecycle will be explored.

BUS 110
Business Communications **5**
(D, R) Study of business communication principles within the global workplace. Includes effectively presenting good, neutral, and bad news, direct and persuasive requests, short reports, and spoken presentations to diverse audiences. Also includes listening skills and interpreting nonverbal communication within varying cultures.

Prerequisites: Eligibility for ENGL 98

BUS 121
Banquet and Conference Operations **3**
Planning, budgeting, organizing, and managing timelines for banquet and conference operations. Researching and applying client information to effectively plan banquets and conferences, developing support documents for planning, implementing, and evaluating events while identifying and meeting customer needs are the focus of this course. Turning banquet event orders into serviceable events with proper room setup, interdepartmental communication, service etiquette, and post-event breakdown are practiced. Site selection, food and beverage choices, audio visual and other electronic equipment, ancillary services, and marketing contracts.

Prerequisites: Eligibility for ENGL 97 and eligibility for MATH 76

BUS 122
Event Planning Operations **5**
Foundation concepts of the event planning industry: creating experiential moments, out-sourcing, and teamwork, selecting venues, utilizing technology, exploring career pathways, and using basic budgeting skills specific to account receivables and payables. Information needed to develop, plan, out-source, and produce meaningful business meetings and other experiential events for guests and clients are covered. The financial structure of events and how to ensure effective cost budgeting and revenue streams while operating as an independent contractor or employee of an organization will also be developed.

Prerequisites: Eligibility for ENGL 97 and eligibility for MATH 76

BUS 123
Menu Design **3**
Overview of menu design and creation including, but not limited to, menu trends, item placement, the psychology of design, using the menu for marketing purposes, and basic menu costing. This course explores how marketing is used in the creation and placement of menu items and how food and beverage outlets use their menu to maximize business profitability.

Prerequisites: Eligibility for ENGL 97 and eligibility for Math 76

BUS 124
Food and Beverage Operations **5**
Introduction to the food and beverage industry. Topics of study include areas of foci such as food culture, foodservice factors, outlets within the industry, menu costing, marketing, staffing levels, sanitation, and how to safely serve food in hospitality. This course allows students to gain industry insights while completing coursework that is relevant to current industry trends and best practices.

Prerequisites: Eligibility for ENGL 97 and eligibility for MATH 76

BUS 130
Business Computations **5**
Apply mathematical concepts using numerical data in Excel to complete business applications. Create formulas and use functions of Excel to compute basic math operations, fractions, percent, percent increase/decrease, bank reconciliation, payroll, taxes and insurance, discounts, markup/markdown, interest, mortgages, depreciation, and financial statements.

Prerequisites: Eligibility for MATH 76

BUS 131
Introduction to Mobile App Development **5**
Covers the fundamentals of mobile app development for the iOS platform. Provides hands-on experience for beginning programmers to learn the basics of mobile app programming using the Swift language for iOS. Includes standard development tools and resources, an introduction to the Swift language, and the Xcode integrated development environment.

BUS 135
Introduction to Data Analytics **3**
Introduction to data analytics for a business environment. Quantitative and statistical techniques that can be applied to a wide range of business situations.

BUS 150
Principles of Marketing **5**
(TE) Introductory study of marketing concepts viewed from a managerial approach related to the American Marketing Association (AMA). Focuses on marketing as an organizational function and set of processes for creating, capturing, communicating, delivering, and exchanging offerings that have value for customers, clients, partners, and society at large. Students engage in planning activities related to developing a marketing plan, which demonstrates understanding of the marketplace and establishes consumer needs and wants with an emphasis on ethical business practices.

BUS 154
Human Resources and Supervision **5**
Explores the critical elements of human engagement to meet the mission of a business, and the critical role of the supervisor in business and employee success. Areas of emphasis include workforce planning, motivation, leadership, empowerment, authority, employee discipline, communication and training. Key aspects of Human Resources management relating to compensation, benefits, occupational safety, health and security in the context of business success.

Prerequisites: CL 101 with a grade of C or higher

BUS 156
Sales Fundamentals **3**
Sales Fundamentals provides students with a foundation of principles in selling for Business to Business (B2B) and Business to Consumer (B2C). Students discover the art of and dynamic activity required for establishing customer lifetime value through an emphasis on relationship cultivation. This course introduces key components to the selling process as related to marketing principles. The ingredients of AIDA (Attention, Interest, Desire, Action) and marketing mix, including emphasis on sales promotion, are contextualized through role play exercises. Technology and CRM platforms (Customer Relationship Management) will be introduced as critical tools for greater efficiency in sales outcomes. The course will also introduce students to personal selling and communication skills that help to engage any audience whether a prospective customer or a prospective employer.

BUS 165
Service Essentials for Business **5**
(R) Introductory course that focuses on three different elements of a successful customer service culture: The Profession, Skills for Success, Building and Maintaining Relationships. This course examines the challenges of building a business by satisfying customer needs and by meeting or exceeding expectations. Interpersonal communication, customer expectations, service culture, service recovery, technology and customer loyalty programs are examined in this course. This course satisfies the Human Relations requirement at EvCC.

BUS 190
Business Seminar **1-5**
Seminar will be used to teach various subjects in the areas of management, marketing, and operations. Subjects will be current topics in these fields that are not in the published curriculum. May be repeated three times for credit.

BUS 200
Principles of Management **5**
(TE) Introduction to basic principles of good business management and the role that managers play within the American business system. The basic management functions of planning, organizing, leading, and controlling are discussed with a focus on ethical behavior by managers and their organizations. Contemporary and classical approaches to management will be contrasted along with an emphasis on effective communication, goal setting, hiring practices, and motivating employees.

BUS& 201
Business Law **5**
(SS) Origin, evolution, concepts, structure, and functions of law and judicial system. Includes contracts, agency, torts, Uniform Commercial Code, employment law, property and landlord tenant law, trusts and estates, and constitutional law, forms of business organization, consumer legislation, and crime. Emphasis is on gaining a practical understanding of rights and obligations arising from entering into contracts. Required law course for business students intending to transfer to universities in the state of Washington.

Prerequisites: Eligibility for ENGL& 101

BUS 230
Introduction to Hospitality **5**
Introduce the structure and operations of the three key sectors in the hospitality industry (food and beverage, lodging, and travel), the economic impact of the industry, and career options in hospitality.

BUS 261
Integrated Business Projects **5**
Build and refine skills in office management, human relations, and marketing. Students use software to create spreadsheets, word processing documents, and presentation graphics for business projects with emphasis on analytical thinking.

Prerequisites: ACCT 110 or ACCT& 201, and BT 242, BUS 110, BUS 130 and BUS 150, all with a grade of C or higher

BUS 295
Business Internship **1-5**
Provides students with a supervised work environment to apply their management, marketing and operations knowledge in either a for-profit or non-profit organization to foster professional growth and to gain self-confidence directly associated with certification and/or the degree focus of individual students.

Prerequisites: Instructor permission.

BUS 350
Business Research **5**
Exploration of research and usage of information, abilities, and capacities of business research, theory, and practice. Hypothetical and applied systems to clarify the advancement of the examination of thought, writing, and creating theories with exploration of ethics in business. Focus on accounting and business research that will prepare students for advanced courses.

Prerequisites: ENGL& 235 with a grade of C or higher

BUSINESS TECHNOLOGY

Business Technology (BT) offers programs leading to one- and two-year certificates and a two-year Associate in Technical Arts (ATA) degree. These programs provide training and preparation for general, legal, and medical office positions.

First-year courses emphasize the basic knowledge and skills necessary to prepare students for entry-level office positions. Second-year offerings include advanced courses and an internship to prepare students for higher levels of employment. Students completing an ATA Degree can directly transfer their credits toward a four-year degree.

BT 100
Beginning Keyboarding **5**
Introduces keying-by-touch system emphasizing correct ergonomics. Development of speed and accuracy. Includes techniques for editing, saving, opening and closing documents and application of skills to personal letters and reports.

BT 103
Grammar and Punctuation for Business **2**
Self-paced review of grammar and punctuation in a computer-mediated lab setting. Focuses on recognizing the parts of speech in the context of sentences. Emphasis is on improving basic writing skills with practice writing both sentences and paragraphs.

BT 105
Keyboarding - Speed and Accuracy **3**
Improve keyboarding speed and accuracy through the use of programmed software which diagnoses student keyboarding problems and prescribes appropriate practice material. May be repeated one time for credit.

BT 107
Dragon NaturallySpeaking Voice Dictation **3**
Introduction to Dragon NaturallySpeaking speech recognition and dictation technology in a professional setting. Increase dictation speed and accuracy with applications to email, web browsers and word processing. With advisor permission may substitute for BT 105.

BT 128
Medical Coding for Non-Coders **5**
Introduction to the common coding classification systems used in healthcare. Examines the impact and relationship between medical coding and reimbursement. This course is not intended for students in the Medical Coding Certificate or Medical Billing and Coding ATA programs.

BT 180
Principles of Medical Insurance **5**
Introduction of the medical billing cycle. Explanation of private and government health insurance policies, analysis of insurance forms, and recognition of legal issues and medical confidentiality (HIPAA). Introduction to patient authorization, consent, patient ledger, and claim forms. Use a practice management system to register patients, bill insurance, and monitor payments through the patient ledger.

BT 181
Law and Ethics for Health Care Occupations **5**
(D) Introduction to law and ethics as it relates to the medical office setting and patient-provider relationships. Emphasizes being inclusive instead of exclusive while exploring components of social justice and cultural diversity in the ambulatory health care setting. Topics include bioethics, professional liability, public duties, informed consent, employment practices, allocation of scarce medical resources, genetic engineering, and choices in life and death.

BT 182
Medical Reception **5**
Preparation to perform medical front office duties including being HIPAA compliant, scheduling appointments, communicating with patients with various abilities and with healthcare professionals, monitoring release of patient information, recognizing safety hazards, and creating welcoming office environments.

Prerequisites: CL 101 with a grade of C or higher

BT 187
Electronic Health Records **5**
Exploration of how health information is captured, used, and stored in different formats. Analysis of workflow, record types, and regulatory standards.

Prerequisites: MC 120 and BT 182, each with a grade of C or higher

BT 219
Introduction to Microsoft Word **5**
Introduces word processing functions and applications using Microsoft Word. Covers creating, revising, formatting, saving and retrieving documents; file management; merge; selecting typefaces; creating and centering tables; using pagination; selecting text; formatting footnotes; finding and replacing text and formats; and using multiple windows. Includes required on-site certification exam. CL 101 recommended as a prerequisite.

BT 242
Excel **5**
Presents intermediate/advanced techniques in Microsoft Excel. Emphasis on creating professional-looking workbooks, using templates, creating multiple worksheets and using functions. Includes required on-site certification exam.

Prerequisites: CL 101 with a grade of C or higher

BT 243
Advanced Excel Applications **5**
Continuation of BT 242 Excel. Project-based approach to improve workflow, eliminate repetition, and produce more informative reports; maintain and enhance existing spreadsheets; create new workbooks using best business practices and advanced Excel techniques; and develop and refine business analysis skills using advanced Excel features. Includes required on-site certification exam.

Prerequisites: BT 242 with a grade of C or higher

BT 248
Advanced Legal Procedures and Integrated Applications **5**
Overview of the role of lawyers and law office staff. Topics include ethics, structure and jurisdiction of the court systems, litigation procedures, and use of the Uniform System of Citations. Students use integrated software to create databases, spreadsheets, word processing documents, and presentation graphics projects with emphasis on analytical thinking.

Prerequisites: CL 110, BT 115, BT 219, BT 240, BT 242, BUS 104, BUS 110, BUS 130, all with a grade of C or higher, AND instructor permission.

BT 261
Advanced Office Procedures **5**
Build and refine skills in office management, travel arrangements, human relations, telephone techniques, electronic scheduling, and keyboarding. Students use integrated software to create databases, spreadsheets, word processing documents, presentation graphics projects, and calendar scheduling with emphasis on analytical thinking.

Prerequisites: CL 110, BT 115, BT 219, BT 240, BT 242, BUS 104, BUS 110D, BUS 130, all with a grade of C or higher, AND instructor permission.

CHEMISTRY

Chemistry courses provide preparation for science, pre-medicine and health science disciplines. These courses satisfy the Natural Science Lab (NS-L) graduation distribution requirement.

In addition to the Student Core Learning Outcomes, the Program Specific Outcomes include:

- Apply quantitative analysis to solve problems: by solving problems through the use of algebra, analyzing and predicting outcomes from graphical data, and converting between scientific units.
- Apply the scientific method: by forming hypothesis based upon observations, design and implement simple experiments, and draw reasonable conclusions.
- Critically evaluate the science related content: by interpreting data from graphs and tables.
- Effectively communicate scientific processes: by writing laboratory reports that includes data in tabular and graphical format, and summarizing results to explain the phenomena studied.

CHEM& 121
Introduction to Chemistry **5**
(NS-L) Atomic and molecular structure, chemical bonding, nomenclature, states of matter, solutions, acids and bases, stoichiometry, quantitative and qualitative behavior of gases, dimensional analysis, reaction rates and chemical equilibrium. For students majoring in liberal arts, nursing, radiation technology, pre-occupation therapy, and dental hygiene. Not recommended for students planning to continue beyond CHEM& 131; see Chemistry series.

Prerequisites: Eligibility for ENGL& 101 and eligibility for MATH 96

CHEM& 131
Introduction to Organic/Biochemistry **5**
(NS-L) Structure, nomenclature, and reactions of organic compounds, introduction to biochemistry.

Prerequisites: CHEM& 121 or CHEM& 161 with a grade of C or higher, AND eligibility for ENGL& 101

CHEM& 140
General Chemistry Prep w/Lab **5**
(NS-L) Includes measurements, properties and structure of matter, nomenclature, and weight relations. Intended for students who want to obtain the chemistry background needed for the CHEM& 161 - 163 series. Not intended for students with a recent course in high school chemistry. This course does not meet the prerequisites for the nursing program.

Prerequisites: Eligibility for ENGL& 101 and eligibility for MATH 96

CHEM& 161
General Chemistry w/Lab I **5.5**
(NS-L) Properties of matter, atomic theory, atomic structure, periodicity, bonding models (Ionic, Covalent, VSEPR, Hybridization), nomenclature, molecular shapes, intermolecular forces, reactions and stoichiometry. For pre-medicine, pre-dentistry, pre-veterinary medicine, pre-pharmacy, and all engineering and science majors.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH& 141. One of the following: CHEM& 140 with a grade of C or higher, or one year of high school chemistry with a C or higher within the last one year, or pass the chemistry placement test, or MATH& 152 with a grade of B+ or higher

CHEM& 162
General Chemistry w/Lab II **5.5**
(NS-L) Aqueous reaction (precipitation, acid-base, redox), stoichiometry, thermochemistry, thermodynamics, ideal gases, properties of liquids, solids, and solutions. For pre-medicine, pre-dentistry, pre-veterinary medicine, pre-pharmacy, and all engineering and science majors.

Prerequisites: CHEM& 161 with a grade of C or higher

CHEM& 163
General Chemistry w/Lab III **5.5**
(NS-L) Equilibrium, Acid/Base equilibrium, solubility equilibrium, buffers, electrochemistry, kinetics, nuclear chemistry. For pre-medicine, pre-dentistry, pre-veterinary medicine, pre-pharmacy, and all engineering and science majors.

Prerequisites: CHEM& 162 with a grade of C or higher

CHEM& 261
Organic Chemistry w/Lab I **6**
(NS-L) Chemistry of carbon compounds, with emphasis on structure, nomenclature, reactions, mechanisms, and synthesis of main types of organic compounds.

Prerequisites: Eligibility for ENGL& 101, AND CHEM& 163 with a grade of C or higher, or CHEM& 162 with instructor permission

CHEM& 262
Organic Chemistry w/Lab II **6**
(NS-L) Chemistry of carbon compounds, with emphasis on structure, nomenclature, reactions, mechanisms, and synthesis of main types of organic compounds. Continuation of CHEM& 261.

Prerequisites: CHEM& 261 with grade of C or higher

CHEM& 263
Organic Chemistry w/Lab III **6**
(NS-L) Chemistry of carbon compounds, with emphasis on structure, nomenclature, reactions, mechanisms, and synthesis of main types of organic compounds. Continuation of CHEM& 262.

Prerequisites: CHEM& 262 with grade of C or higher

CHINESE

See World Languages

Don't see the language you're looking for? Please visit EverettCC.edu/World Languages for a list of language courses offered at EvCC and at our 5-Star Consortium member colleges.

COLLEGE SUCCESS

College Success is required for all degree seeking students who are new to Everett Community College and have not completed 45 college-level credits with a minimum 2.0 GPA at time of enrollment.

The following programs are exempt from this requirement in 2024-25: Advanced Manufacturing Technology (e.g. welding, composites, machining), Aviation & Avionics, Cosmetology, Fire Science/EMT, Medical Assisting, certificate programs, Transitional Studies & High School Completion, Running Start students, and students enrolled in an equivalent course (STEM 101 or HP 101).

COLL 100
Study Skills for Academic Recovery **2**
Textbook reading, memory techniques, test taking, note taking, and study strategies for students needing academic support and recovery. Emphasizes practical methods to work successfully through difficult material in lectures and textbooks as well as student reflection on past academic challenges.

COLL 101
College Success **2**
Develop, understand and apply college success strategies to include college resources and student services, rights and responsibilities, financing college, organization, time management, appreciating diversity, learning strategies, choosing a college major, achieving college goals and preparation for the an academic plan.

COLL 102
Academic Reading Skills **2**
Critical reading and recall, using academic sources from one or more of a student's other courses, to increase comprehension and prepare for tests. Application and evaluation of a variety of strategic reading, note-taking, and vocabulary building practices. A companion course to other college-level classes; students should be concurrently enrolled in a 100-level class.

COLL 105
Study Skills for College Success **5**
Critical reading and recall, using academic sources from one or more of a student's other courses, to increase comprehension and prepare for tests. Application and evaluation of a variety of strategic reading, note-taking, and vocabulary building practices. A companion course to other college-level classes; students should be concurrently enrolled in a 100-level class.

COLL 180
College and Career Skills for Neurodivergent Learning **2**
Introduction and exploration in neurodivergent identity and individual learning. Learn how to improve in executive functioning, social interaction, self-advocacy, and self-regulation. Identify personal strengths to build strategies for success. Course is based on principles of social justice and the neurodiversity movement. Students must self-identify as autistic or neurodivergent (autism, ADHD, dyslexia, dyscalculia, etc.) to take this course.

COMMUNICATION STUDIES

Communication Studies is the examination of human interaction, information transmission, and social institutions. In addition to studying the traditional art of rhetoric, communication skills and analysis are taught and explored in the contexts of interpersonal, intercultural, small group, and mass communication. Communication studies nurture self-awareness, civil discourse, critical thinking, and more effective human interaction in both an individual's personal and professional life.

CMST& 102
Introduction to Mass Media **5**
(H, SS) Survey course exploring the role of mass media in society, with an emphasis on developing students' media-literacy skills. Topics include current and historical uses of mass media, media economics, and the impacts of the digital revolution.

CMST 104
Oral Interpretation of Literature **5**
(H) Study of literature through performance and theory. Literary understanding and appreciation are emphasized through the examination of prose, poetry, and drama. Performance skills are developed by learning to communicate literature through voice and body.

CMST& 210
Interpersonal Communication **5**
(H, SS, R) Introduces theories and skills related to understanding and improving communication in social, family and work situations. Examine how self-concept, perception, language and nonverbal communication impact relationship development and conflict resolution.

Prerequisites: Eligibility for ENGL& 101

CMST& 220
Public Speaking **5**
(C, H) Methods of speech organization and composition; speaking skills in varied settings; audience analysis and speech criticism.

Prerequisites: Eligibility for ENGL& 101

CMST& 230
Small Group Communication **5**
(H, SS, R) Principles and methods of human interaction in social, family, learning, and problem solving groups. Through active learning, students become more comfortable and competent participants in the group process using problem solving methodologies, understanding power dynamics, developing individual and leadership roles and conflict management skills.

Prerequisites: Eligibility for ENGL& 101

CMST& 240
Intercultural Communication **5**
(H, SS, D) Introduction to communication between people from different cultures. Focuses on application of research and theory in intercultural communication. Explains the roles of verbal and nonverbal codes, cultural value patterns, identities, and belief systems. Describes obstacles to effective intercultural communication and develops skills to overcome them. Increase effective communication and appreciation for different cultures (including their own) and diversity in the human experience.

Prerequisites: Eligibility for ENGL& 101

CMST 340
Advanced Business and Organizational Communication **5**
Using current research, real-world examples, and personal reflection students will develop communication competence skills needed to navigate a contemporary and diverse workplace in a self-aware, creative, and ethical way. Topics include workplace identity, diversity, and intercultural competence; listening, problem-solving and collaborating in teams; managing self and others; leadership strategies, motivation, and change; strategic communication and conflict management; advanced public speaking and accessible training techniques; overload and burnout.

COMPOSITES TECHNOLOGY

Students may pursue a certificate or ATA degree in composites technology to prepare for employment in the automotive, sports, aviation and marine industries. The overall program is designed for maximum flexibility, and may be pursued on a full-time or part-time basis.

CT 101
Introduction to Composites **5**
Introduction to composite materials and their uses in industry with a focus on developing basic fabrication skills and the safe use of materials.

CT 102
Composite Technology 1 **20**
Theory and application of composite manufacturing principles: knowledge of material types and resin systems; curing and cross linking of polymer resin systems; design considerations to construct laminates and sandwich core parts; knowledge and use of layup techniques. Use of both open and closed molding methods are reviewed, including: wet layup, filament winding, vacuum bagging, resin infusion process (VARTM), and light resin transfer modeling (LRTM). The use of core material properties; precision measurement tools to finish cured composites to print specifications; and understanding and demonstration of material handling and shop safety practices.

Prerequisites: Eligibility for MATH 76 or equivalent, OR instructor permission

CT 122
Weight and Balance **2**
The importance of weight and balance to aircraft safety, and the required calculations for weight and balance checks, equipment changes, extreme loading checks and the addition of ballast. May be repeated one time for credit.

Corequisites: CT 111, CT 161, CT 202

Prerequisites: Instructor permission

CT 125
Composite Assembly **4**
Identify and utilize appropriate materials and processes to assemble structures made of composite materials. Laboratory experience will cover safety of handling resins, reinforcements, and related materials.

Corequisites: CT 120, CT 130, CT 145

Prerequisites: CT 111, CT 122, CT 161 and CT 202 each with a grade of C or higher, OR AVA 101 and AVA 203 with a grade of C or higher; AND instructor permission

CT 145
Composite Special Projects **5**
Develop composite material manufacturing skills through knowledge, development and implementation of the manufacturing process, such as Print reading, project planning layout, distortion control, fixturing and other fabrication techniques. Students will develop a unique design and work both individually and collaboratively to execute the manufacturing of this desired product.

Prerequisites: CT 101 or CT 102 with a grade of C or higher

CT 203
Composite Technology 2 **20**
Theory and application of advanced composite manufacturing principles are covered. Mold manufacturing techniques; tooling, bonding and fastener application; damage inspection and repair.

Prerequisites: CT 102 with a grade of C or higher

COMPUTER LITERACY

Computer literacy courses introduce students to the basics of file management and the Windows and Microsoft Office environment. Computer literacy courses are appropriate for students gaining entry-level computer training and meet prerequisite requirements for most upper-level computer classes.

CL 101
Computer Literacy **5**
Introduces students to the Windows environment and to the Microsoft Office software program. Emphasis on file management. Uses practical problems to illustrate computer applications including database, spreadsheets, presentation graphics, word processing, email, and internet. BT 100 or keyboarding speed of 20 wpm recommended.

CL 102
Using the Computer and Managing Files **2**
Overview of the basic functions of a personal computer and its operating system. Includes understanding of the computer environment, working with icons and basic windows tasks, managing files, identifying and understanding viruses, and dealing with printer setup and output.

Class has continuous enrollment; sections are taught in a computer lab. Students may select the hours to attend while the lab is open. Student work is self-paced with assistance available at all times.

CL 103
Word Processing **2**
Provides an overview of Word. Includes creating and formatting word processing documents and duplicating and moving text within and between documents. Other Word features introduced include creating standard tables, using pictures and images in a document, and using mail merge tools.

Class has continuous enrollment; sections are taught in a computer lab. Students may select the hours to attend while the lab is open. Student work is self-paced with assistance available at all times.

CL 104
Spreadsheets **2**
Overview of Excel. Includes developing, formatting, and modifying Excel spreadsheets. Other Excel concepts introduced include applying standard mathematical and logical formulas and creating and formatting graphs and charts.

Class has continuous enrollment; sections are taught in a computer lab. Students may select the hours to attend while the lab is open. Student work is self-paced with assistance available at all times.

CL 105
Databases **2**
Overview of Access. Includes creating and modifying Access tables, queries, forms, and reports. Other Access concepts introduced include creating relationships between tables and retrieving and manipulating information by using queries and sort tools.

Class has continuous enrollment; sections are taught in a computer lab. Students may select the hours to attend while the lab is open. Student work is self-paced with assistance available at all times.

CL 106
PowerPoint **2**
Overview of PowerPoint. Includes creating, formatting, modifying, and preparing presentations using different slide layouts. Other PowerPoint concepts include duplicating and moving text, pictures, images, and charts within and between presentations and using a variety of slide show effects.

Class has continuous enrollment; sections are taught in a computer lab. Students may select the hours to attend while the lab is open. Student work is self-paced with assistance available at all times.

CL 107
Fundamental Concepts of Basic Computer Systems **2**
Overview of the physical make-up of a personal computer system and fundamental concepts. Basic concepts include how a computer functions, hardware, software, security, and legal issues associated with computers.

Class has continuous enrollment; sections are taught in a computer lab. Students may select the hours to attend while the lab is open. Student work is self-paced with assistance available at all times.

CL 110
Managing Internet Communication **2**
Introduction to cloud computing, social media, text/chat, mobile apps, and internet research for business using OneNote and Outlook. Outlook concepts include managing email, calendars, tasks, and contacts in both web- and server-based email programs. OneNote concepts include creating, formatting, organizing and sharing information. Includes required on-site certification exam.

Prerequisites: CL 101 with a grade of C or higher

COMPUTER SCIENCE

Students interested in transferring to a university with a major in computer information systems, or a related area, may pursue the Associate of Applied Science - Transfer. The AAS-T degree enables students to complete a highly focused 90-credit technical program that meets transfer requirements at selected universities. Currently, EvCC has an AAS-T transfer agreement with Central Washington University.

CS 110
Introduction to Computer Science **5**
(NS) Introductory course for students with little programming knowledge and experience. Familiarizes students with basic software design and programming concepts and constructs such as data types, assignments, sequential-versus-selective execution, nesting, loops, arrays, I/O streams and basic procedural programming.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH& 107 or higher

CS& 131
Computer Science I C++ **5**
(NS) Software development focusing on providing a deeper level of understanding of programming concepts such as data types, use of variables, assignment statements, control structures, modular design using procedures, pointers, dynamic memory, and array data structures. Familiarizes students with memory management notions and with Object Oriented Programming concepts.

Prerequisites: CS 110 OR ENGR 121 with a grade of C or higher

CS 132
Computer Science II C++ **5**
(NS) Advanced software development using the C++ programming language, emphasizing object-oriented concepts and fundamental data structures techniques. Introduces concepts of recursion, modularity, encapsulation, inheritance, templates, polymorphic class design, and self-referential data structures; focuses on fundamental abstract data types (stacks, queues, linked lists, binary trees) and their use.

Prerequisites: CS& 131 with a grade of C or higher

CS& 141
Computer Science I Java **5**
(NS) Basic programming concepts used for solutions of engineering & science problems using the Java language. Topics include classes, object, methods; variables & types; conditional & iteration control structures, arrays; strings; collections & iterators.

Prerequisites: CS 110 OR ENGR 121 with a grade of C or higher

CS 143
Computer Science II Java **5**
(NS) Advanced software development using the Java programming language, emphasizing object-oriented concepts and fundamental data structures techniques. Introduces concepts of recursion, modularity, encapsulation, inheritance, templates, polymorphic class design, and self-referential data structures; focuses on abstract data types (stacks, queues, linked lists, binary trees) and their use.

Prerequisites: CS& 141 with a grade of C or higher

CS 233
Advanced Data Structures and Introduction to Algorithms C++ **5**
(NS) Advanced data structures and fundamental computer science algorithms using various techniques. Introduces algorithm complexity analysis and asymptotic notation. Emphasizes the design, analysis and comparison of various algorithmic solutions for a problem through the use of advanced data structures using the C++ programming language.

Prerequisites: CS 132 with a grade of C or higher

CS 244
Advanced Data Structures and Introduction to Algorithms Java **5**
(NS) Advanced data structures and fundamental computer science algorithms using various techniques. Introduces algorithm complexity analysis and asymptotic notation. Emphasizes the design, analysis and comparison of various algorithmic solutions for a problem through the use of advanced data structures using the Java programming language.

Prerequisites: CS 143 with a grade of C or higher

CS 260
Introduction to Computer Architecture **5**
(NS) Introduction to the fundamental concepts and principles in computer architecture which establishes the link between an assembly program and a processor. Topics include: writing assembly programs to solve problems, understanding how programs run on a CP, the relationship between assembly language and high-level programs written in the C language, the basics of modern computer architecture (including the MIPS instruction set), CPU implementation (datapath and control, pipeline), Memory hierarchy, and I/O.

Prerequisites: CS 233 with a grade of C or higher, or concurrent enrollment; OR CS 244 with a grade of C or higher, or concurrent enrollment.

CORPORATE & CONTINUING EDUCATION CENTER

The Corporate & Continuing Education Center (CCEC) meets business and industry training needs by developing and delivering high quality customized training, professional development, and programs throughout the Snohomish County and the Puget Sound region. CCEC provides a single point of contact to access to this high demand training and education in a professional setting. Programs are also offered in our open-enrollment classes, online at our college, and/or at locations in area business and industry locations. Customized training can be delivered on site at your company or at CCEC, which is located at our Advanced Manufacturing Training & Education Center at our main campus. CCEC features ample training rooms, parking, and conference rooms. For a complete list of training programs and services, including a wide variety of community education classes in photography, yoga, and other personal interest topics, visit EverettCC.edu/CCEC.

COSMETOLOGY

The Cosmetology Program offers an Associate of Technical Arts Degree (ATA) or certificate and is made up of three subdivisions: hair care, skin care and nail care services. Everett Community College's requirement for licensing is 1730 hours. The curriculum prepares the prospective cosmetologist for the Washington State Examinations. Classes operate on the following schedule: MF 8:30 a.m. – 3:30 p.m.; TWTh: 8:30 a.m.-5:30 p.m. Class hours may change without notice. The program provides experience in customer services in a salon environment. Notice to students: Because many chemical sprays and airborne pollutants are found in this occupation, students are advised to consult their physicians as to possible problems (i.e., allergies, asthma, dermatitis, etc.) before enrolling.

Attendance at a program information session is required. Please call 425-259-8283 or check for dates at salon@everettcc.edu.

CHD 110
Trichology **2**
Introduction to the study of hair its function, structure, growth and characteristics. Care and treatment for the hair and its condition, diseases and disorders will also be covered. Special emphasis on sterilization and sanitation principles and methods.

Corequisites: CHD 201

Prerequisites: Instructor Permission

CHD 120
Cosmetology Compendium **2.5**
Designed for fifth quarter students preparing for the Washington State Hair Design Written Licensure Exam. Provides theoretical review of facts from previous Hair Design courses in preparation for in-house computerized exams before applying for WA State Board examination.

Corequisites: COSMT 219

Prerequisites: Instructor Permission; 1,330 hours.

CHD 201
Hair Design Basic Skills and Salon Practice **12-14**
Instruction/participation class in basic services performed by a cosmetologist. This lecture/lab class is closely supervised in the introduction and practice of shampooing/draping, hair analysis/scalp and hair treatment, haircutting, wet styling, thermal styling, permanent waving, chemical relaxing, hair coloring/lightening, resume writing, safety measures and decontamination control. Students practice on mannequins, models and each other. Emphasis is placed on quality of work and knowledge of procedures, safety and decontamination control.

Corequisites: COSMT 111 or COSMT 112, and CHD 110

Prerequisites: Instructor Permission.

CHD 202
Hair Design Advanced Color Lab and Salon Practice **5**
Students will continue to practice salon services on the EvCC Salon floor under the supervision of a licensed cosmetology instructor. During this class students will learn about and practice the most current and advanced color techniques in the industry including foiling, bleach and tone, balayage and corrective color. To gain salon experience, students practice on models, mannequins, clients and each other. Emphasis placed on safety and quality of work while meeting industry target time.

Corequisites: COSMT 111 or COSMT 112

Prerequisites: Instructor Permission and CHD 201

CHD 203
Men's Haircutting and Beard Design Lab and Salon Practice **9-15**
Students will continue to practice salon services on the EvCC salon floor under the supervision of a licensed cosmetology instructor. During this class, students will learn about and practice the most current and advanced men's haircuts, styles and beard designs. Students will learn how to use appropriate barbering tools to achieve the look. To gain salon experience, students practice on models, mannequins, clients and each other. Emphasis placed on safety and quality of work while meeting industry target time.

Corequisites: COSMT 111 or COSMT 112

Prerequisites: Instructor Permission and CHD 201

CHD 204
Advanced Haircutting and Design Lab and Salon Practice **9-15**
Students will continue to practice salon services on the EvCC Salon floor under the supervision of a licensed cosmetology instructor. During this class students will learn about and practice advanced haircutting and styling techniques requested in the salon today. Shears, razors and texturizing shears will be used to accomplish the look. To gain salon experience, students practice on models, mannequins, clients and each other. Emphasis placed on safety and quality of work while meeting industry target time.

Corequisites: COSMT 111 or COSMT 112

Prerequisites: Instructor Permission and CHD 201

CHD 205
Textured Hair Design Services Lab and Salon Practice **9-15**
Students will continue to practice salon services on the EvCC Salon floor under the supervision of a licensed cosmetology instructor. During this class students will learn about and practice the most current and advanced textured hair services requested in the salon. The class will also review how to select the appropriate product used for natural hair styling and as a follow up to chemical textured services. To gain salon experience, students practice on models, mannequins, clients and each other. Emphasis is placed on safety and quality of work, while meeting industry target time.

Corequisites: COSMT 111 or COSMT 112

Prerequisites: Instructor Permission and CHD 201

COSMT 102
Salon Communications **3**
Communications course for Cosmetology students focusing on standards and conventions of written and spoken English. Includes preparation, proofreading, and editing business and personal correspondence such as letters, memos, advertisement, business cards, flyers, brochures, resumes, and other related projects. Oral presentation incorporating marketing strategies and demonstrating correct use of spoken English. Review of abbreviations, capitalization, grammar, possessives, plurals, punctuation, and spelling.

Prerequisites: Instructor permission.

COSMT 110
Trichology, Dermatology and Onychology **5**
Introduction to the study of hair, skin and nails and their function, structure and characteristics. Care and treatment of hair, skin, and nail diseases and disorders. Special emphasis on sterilization and sanitation principles and methods. May be repeated one time for credit.

Prerequisites: Instructor permission.

COSMT 111
Salon Management **5**
Basic overview of salon business operations, including marketing strategies, financial control, factors affecting salon culture, insurance, business laws and health regulations. Special emphasis is placed on finding a mentor in a salon to observe, record, and report salon business practices.

Prerequisites: Instructor permission.

COSMT 112
Salon Safety, Chemistry, Electricity and Physiology **5**
Includes methods of decontamination, universal precautions and responsibilities of a salon professional. Types and classifications of bacteria, safety measures in the use and storage of chemicals. Basic background in chemistry theories, processes and product ingredients as they relate to the cosmetology industry. Special emphasis on OSHA chemical hazard information. Basic anatomy, physiology and types of electricity will also be covered. Training in First Aid and CPR is included.

Prerequisites: Instructor permission.

COSMT 113
Basic Skin and Nail Care Theory and Practice **5**
Introduction to the study of skin and nails and their function, structure and characteristics. Care and treatment of skin, and nail diseases and disorders. Instruction/participation class is closely supervised in the introduction and practice of basic nail and skin care services performed by a cosmetologist. Students practice on models, mannequins, and each other. Special emphasis on sterilization and sanitation principles and methods.

Prerequisites: Instructor Permission.

COSMT 120
Cosmetology Compendium **2**
Designed for the fifth quarter student preparing for the Washington State Cosmetology Licensure Exam. Provides theoretical review of facts from previous Cosmetology courses in preparation for in-house computerized exams before applying for Washington State Board examinations.

Prerequisites: Instructor permission; COSMT 110-112; COSMT 204; 1,330 clock hours.

COSMT 124
Instructor Trainee Theory I **3**
Preparation to teach in the cosmetology classroom and create effective lesson plans and other classroom tools. Practice in preparation, teaching, testing, grading, and review. Prepares the student for the Washington State Instructor Licensing exams.

Corequisites: COSMT 240.

Prerequisites: Instructor permission; one year full-time work experience within last three years.

COSMT 125
Instructor Trainee Theory II **3**
Preparation to teach in cosmetology clinic classroom. Practice in teaching and evaluating student performance skills and safety, and preparation for record keeping for front desk and dispensary. Prepares student for the Washington State Licensing Exams.

Corequisites: COSMT 240.

Prerequisites: Instructor permission; one year full-time work experience within the last three years.

COSMT 201
Cosmetology Basic Skills and Salon Practice **15**
Instruction/participation class in basic services performed by a cosmetologist. This lecture/lab class is closely supervised in the introduction and practice of shampooing/draping, hair analysis/scalp and hair treatment, haircutting, wet styling, thermal styling, permanent waving, chemical relaxing, hair coloring/lightening, manicuring/pedicuring, basic facials, temporary hair removal, resume writing, safety measures and decontamination control. Students practice on mannequins, models and each other. Emphasis is placed on quality of work and knowledge of procedures, safety and decontamination control.

Prerequisites: Instructor permission.

COSMT 202
Advanced Color Lab and Salon Practice **9-19**
Students will continue to practice salon services on the EvCC Salon floor under the supervision of a licensed cosmetology instructor. During this class students will learn about and practice the most current and advanced color techniques in the industry including foiling, bleach and tone, balayage and corrective color. To gain salon experience, students practice on models, mannequins, clients and each other. Emphasis placed on safety and quality of work while meeting industry target time.

Corequisites: COSMT 110, 111, or 112

Prerequisites: COSMT 201 AND instructor permission.

COSMT 203
Men's Haircutting and Beard Design Lab and Salon Practice **9-19**
Students will continue to practice salon services on the EvCC salon floor under the supervision of a licensed cosmetology instructor. During this class, students will learn about and practice the most current and advanced men's haircuts, styles and beard designs. Students will learn how to use appropriate barbering tools to achieve the look. To gain salon experience, students practice on models, mannequins, clients and each other. Emphasis placed on safety and quality of work while meeting industry target time.

Corequisites: COSMT 110, 111, or 112

Prerequisites: COSMT 201 AND instructor permission.

COSMT 204
Cosmetology Lab & Shop Practice IV **9-19**
Students will continue to practice salon services on the EvCC Salon floor under the supervision of a licensed cosmetology instructor. During this class students will learn about and practice advanced haircutting and styling techniques requested in the salon today. Shears, razors and texturizing shears will be used to accomplish the look. To gain salon experience, students practice on models, mannequins, clients and each other. Emphasis placed on safety and quality of work while meeting industry target time.

Corequisites: COSMT 110, 111, or 112

Prerequisites: COSMT 201 AND instructor permission.

COSMT 205
Textured Hair Services Lab and Salon Practice **9-19**
Students will continue to practice salon services on the EvCC Salon floor under the supervision of a licensed cosmetology instructor. During this class students will learn about and practice the most current and advanced textured hair services requested in the salon. The class will also review how to select the appropriate product used for natural hair styling and as a follow up to chemical textured services. To gain salon experience, students practice on models, mannequins, clients and each other. Emphasis is placed on safety and quality of work, while meeting industry target time.

Corequisites: COSMT 110, 111, or 112

Prerequisites: COSMT 201 AND instructor permission.

COSMT 206
Cosmetology Lab & Shop Practice VI **1-17.5**
May be used to complete curriculum for special interest projects, and/or to complete required program clock hours. COSMT 206 is an additional quarter and is optional. May be repeated one time for credit.

Prerequisites: Instructor permission; COSMT 205; 1,400 clock hours.

COSMT 211
Cosmetology Basic Skills and Salon Practice **10-20**
Instruction/participation class in basic services performed by a cosmetologist. This lecture/lab class is closely supervised in the introduction and practice of shampooing/draping, hair analysis/scalp and hair treatment, haircutting, wet styling, thermal styling, permanent waving, chemical relaxing, hair coloring/lightening, manicuring/pedicuring, basic facials, temporary hair removal, resume writing, safety measures and decontamination control. Students practice on mannequins, models and each other. Emphasis is placed on quality of work and knowledge of procedures, safety and decontamination control.

Corequisites: COSMT 110, COSMT 111, COSMT 112

Prerequisites: Instructor Permission

COSMT 212
Advanced Color Lab **3**
Students will continue to practice salon services on the EvCC Salon floor under the supervision of a licensed cosmetology instructor. During this class students will learn about and practice the most current and advanced color techniques in the industry including foiling, bleach and tone, balayage and corrective color. To gain salon experience, students practice on models, mannequins, clients and each other. Emphasis placed on safety and quality of work while meeting industry target time.

Prerequisites: COSMT 211

COSMT 213
Men's Haircutting and Beard Design Lab **3**
Students will continue to practice salon services on the EvCC salon floor under the supervision of a licensed cosmetology instructor. During this class, students will learn about and practice the most current and advanced men's haircuts, styles and beard designs. Students will learn how to use appropriate barbering tools to achieve the look. To gain salon experience, students practice on models, mannequins, clients and each other. Emphasis placed on safety and quality of work while meeting industry target time.

Prerequisites: COSMT 211

COSMT 214
Advanced Haircutting and Styling Lab **3**
Students will continue to practice salon services on the EvCC Salon floor under the supervision of a licensed cosmetology instructor. During this class students will learn about and practice advanced haircutting and styling techniques requested in the salon today. Shears, razors and texturizing shears will be used to accomplish the look. To gain salon experience, students practice on models, mannequins, clients and each other. Emphasis placed on safety and quality of work while meeting industry target time.

Prerequisites: COSMT 211

COSMT 215
Textured Hair Services Lab **2**
Students will continue to practice salon services on the EvCC Salon floor under the supervision of a licensed cosmetology instructor. During this class students will learn about and practice the most current and advanced textured hair services requested in the salon. The class will also review how to select the appropriate product used for natural hair styling and as a follow up to chemical textured services. To gain salon experience, students practice on models, mannequins, clients and each other. Emphasis is placed on safety and quality of work, while meeting industry target time.

Prerequisites: COSMT 211

COSMT 216
Cosmetology Lab and Shop Practice VI **8-20**
Students will continue to practice salon services on the EvCC Salon floor under the supervision of a licensed cosmetology instructor. During this class students will practice the most current services requested in the salon. Students will track their progress on retail sales, services sales, request clientele, rebooking and add on services. Emphasis is placed on safety and quality of work, while meeting industry target time.

Prerequisites: COSMT 211, 300 clock hours

COSMT 217
Cosmetology Lab and Shop Practice VII **8-20**
Students will continue to practice salon services on the EvCC Salon floor under the supervision of a licensed cosmetology instructor. During this class students will practice the most current services requested in the salon. Students will track their progress on retail sales, services sales, request clientele, rebooking and add on services. Emphasis is placed on safety and quality of work, while meeting industry target time.

Prerequisites: COSMT 216, 600 clock hours

COSMT 218
Cosmetology Lab and Shop Practice VIII **8-20**
Students will continue to practice salon services on the EvCC Salon floor under the supervision of a licensed cosmetology instructor. During this class students will practice the most current services requested in the salon. Students will track their progress on retail sales, services sales, request clientele, rebooking and add on services. Emphasis is placed on safety and quality of work, while meeting industry target time.

Prerequisites: COSMT 217, 900 clock hours

COSMT 219
Cosmetology Lab and Shop Practice IX **8-20**
Students will continue to practice salon services on the EvCC Salon floor under the supervision of a licensed cosmetology instructor. During this class students will practice the most current services requested in the salon. Students will track their progress on retail sales, services sales, request clientele, rebooking and add on services. Emphasis is placed on safety and quality of work, while meeting industry target time

Prerequisites: COSMT 218, 1200 clock hours

COSMT 240
Instructor Trainee Lab **1-25**
Designed to prepare the student to teach in the cosmetology classroom. Assists students with practical applications of services to clients, problem solving, and answering questions. Designed to be taken concurrently with COSMT 124 and COSMT 125. Prepares the student for the Washington State Instructor Licensing exams. May be repeated as necessary to complete mandatory 500 earned lab hours.

Corequisites: COSMT 124 or COSMT 125.

Prerequisites: Instructor permission; one year full-time work experience within the last three years.

COSMT 251
Internship **1-5**
The Cosmetology Internship allows a cosmetology student with advanced standing to gain industry based work experience in an area of special interest. Under the guidance of a learning plan, and in concert with a cosmetology faculty member, a cosmetology student will work with a contracted salon or other business venture serving this licensed field to accomplish a planned set of learning objectives.

Prerequisites: Instructor permission; 1300 hours of instruction.

COSMT 299
Special Projects **5**
Special Projects

CRIMINAL JUSTICE

The criminal justice program is interdisciplinary and excels in addressing the needs of contemporary students. The program provides firm foundations in criminal justice, communication skills, psychology, criminal law, forensics, and sociology. A theory-into-practice formula is applied to the curriculum which allows students increasing involvement in theory, research, and practice. The program curriculum is diverse and provides an excellent opportunity to see the criminal justice system as it actually functions.

The Everett Community College's criminal justice program offers a Cybercrime Investigation certificate, an Associate in Arts and Sciences degree and an Associate in Applied Science degree.

CJ& 101
Introduction to Criminal Justice **5**
(TE) Philosophical and historical review of the American criminal justice system; introduction to civil and criminal law; problems with crime and the police; organization and jurisdiction of local, state and federal agencies; career and job opportunities. It examines the US criminal justice system from the initial incident to the final disposition at state and federal levels. This is a prerequisite course for the Criminal Justice Program.

CJ 102
Police Patrol Operations **5**
Study of patrol procedures: preparation, communications, observation, field interviews, responses to crime in progress, identification and description of persons and property, vehicle stops, control of suspects, methods of patrol, duty to public services, and emergency tactics. Practical field exercises give students the opportunity to practice safety techniques as they are learned.

Prerequisites: CJ& 101 with a grade of C or higher

CJ 103
Criminal Investigations **5**
Investigative techniques, criminal procedure, crime scene management and the laws that govern investigations.

Prerequisites: CJ& 101 with a grade of C or higher

CJ& 105
Introduction to Corrections **5**
(TE) Philosophical and historical examination of the American correctional system. Traditional approaches to corrections are compared with new trends at the local, state, and federal levels. Career opportunities, requirements for job entrance, and training for corrections are reviewed.

CJ 107
Criminal Evidence **3**
Identifies various kinds of evidence and the rules governing the admissibility of evidence in court. Case law, practical handling procedures, and other evidence related techniques are studied.

Prerequisites: CJ& 101 with a grade of C or higher

CJ 108
Laws of Arrest, Search, and Seizure **3**
Constitutional restrictions and statutory limitations on governmental powers of arrest, search and seizure, particularly as they relate to Washington State.

Prerequisites: CJ& 101 with a grade of C or higher

CJ& 110
Criminal Law **5**
(TE) Survey course designed for those seeking a career in criminal justice. It provides an understanding of US legal history, the philosophy of law, legal definitions, constitutional issues, criminal analysis, case reviews, and an overview of federal and state criminal laws, including juvenile justice.

Prerequisites: CJ& 101 with a grade of C or higher.

CJ& 112
Criminology **5**
(SS) Explores the nature and extent of crime and delinquency, examines criminological theories of causes and solutions, analyzes law and the criminal justice system. NOTE: Student should consider completing SOC& 101 prior to enrolling in CJ& 112.

Prerequisites: CJ& 101 with a grade of C ore higher required for Criminal Justice majors. For non-majors, eligibility for ENGL& 101.

CJ 114
Introduction to Crisis Intervention **5**
Introduction to the psychology of victims, effective crisis intervention strategies, and the legal aspects of intervention. Introduction to de-escalation methods, defusing techniques, active listening, and the importance of negotiation. Students will apply these skills and receive appropriate instructor review and critique during role-playing scenarios.

Prerequisites: CJ& 101 with a grade of C or higher

CJ 115
Inequities in Criminal Justice **5**
(SS) Examines crime and the criminal justice system through the lens of race, class, gender, and gender expression. It follows those that are marginalized as they move through the criminal justice process, analyzes laws and law enforcement practices that may compromise equality; examines historic injustices regarding the application of laws and administering of sentences by the court used to suppress and control those underrepresented in society; and engages with issues regarding re-entry, disenfranchisement, and recidivism. Discussion of possible remedies and solutions to these challenges.

Prerequisites: Eligibility for ENGL& 101

CJ 125
Forensic Photography and Imaging **3**
Crime scene and evidence photography utilized by law enforcement personnel. Examines the current methods of obtaining accurate and reliable photo evidence necessary for prosecution of criminal cases. Explores state and federal legalities, 35mm vs. digital photos, analog and digital video, crime scene photography and documentation, court room presentation of photo and video evidence, tracking devices, mini-cameras and surveillance techniques.

Prerequisites: CJ& 101 with a grade of C or higher, or concurrent enrollment

CJ 150
Introduction to Natural Resources Law Enforcement **3**
History and philosophy of natural resources law enforcement and management practices, and a general overview of resource protection and conservation laws. Professional career opportunities are surveyed and entrance requirements for jobs in fish and wildlife, forestry, parks, environmental protection and land management are examined.

CJ 175
Introduction to Homeland Security **5**
Overview of the issues affecting Homeland Security risk, threat, and vulnerability assessments. The roles of emergency response agencies; identifying critical infrastructure. The role of government to prevent, prepare for, respond to, and recover from acts of terrorism in the United States and throughout the world.

Prerequisites: Eligibility for ENGL& 101

CJ 176
Homeland Security II **5**
Advanced study of homeland security to include critical infrastructure identification, prioritization, and assessment, advanced incident command systems, and weapons of mass destruction prevention through intelligence collection and analysis. Students successfully completing class will receive credit for ICS 300 and ICS 400 certification.

Prerequisites: Eligibility for ENGL& 101

CJ 201
Narcotics and Dangerous Drugs **3**
Basic orientation to drug laws and the classification of drugs. Symptoms of drug abuse and commonly used paraphernalia are examined. The class explores trade routes, drug production, pharmacology, as well as the global and national impact of drugs.

Prerequisites: CJ& 101 with a grade of C or higher

CJ 202
Child Abuse Investigation **3**
Historical overview of society's view of children and the evolution of intervention into the family. Within this context the role of criminal justice and Child Protective Services are discussed. Practical techniques of investigating neglect, physical and sexual abuse of children are presented, along with the dynamics of the victim, family, and the offender.

Prerequisites: CJ& 101 with a grade of C or higher

CJ 203
Information and Cyber Warfare **5**
Overview of the global cyber threats that target US infrastructure as a military strategy, stealing corporate intellectual property for financial gain, and manipulating information in the social media for political gain. Study of different City, State, and Federal agencies involved in preventing and responding to a cyber-attack. History of cyber war, cyber weapons, and the tactics used in a cyber-based battlefield. Analysis of sophisticated cyber-attack and the complex challenges it brings to law enforcement, emergency responders, and citizens.

Prerequisites: Eligibility for ENGL& 101

CJ 204
Open-Source Intelligence Gathering **5**
Introduction to open-source intelligence (OSINT) and its use in law enforcement investigations. Explores significant areas of intelligence gathering collected from publicly available sources. Open-source intelligence gathering (OSINT) provides online investigative skills for the prediction, prevention, investigation, and prosecution of criminals.

Prerequisites: Eligibility for ENGL& 101

CJ 205
Cybercriminals, Laws, and Evidence **5**
Exploration of components involved in forensic cybercrime investigations: initial detection, evidence collection, and courtroom prosecution. Technical and legal difficulties involved in searching, extracting, maintaining, and storing electronic evidence. Legal implications of forensic cybercrime investigations and rules of legal procedure relevant to electronic evidence. Examination of significant and current computer forensic developments and the implications for a variety of fields including computer science, security, criminology, law, public policy, and administration.

Prerequisites: Eligibility for ENGL& 101

CJ 220
Police-Community Relations **3**
Examination and historical review of the relationship between law enforcement officers and the public. The emphasis of the class centers on that relationship as it exists today, and involves issues of police professionalism, prejudices, profiling and other issues.

Prerequisites: CJ& 101 with a grade of C or higher

CJ 222
Professional Development **3**
Focuses on the extensive application, testing and hiring process in criminal justice. Addresses the minimum standards for being a law enforcement officer in Washington State, instruction on how to prepare and submit an application and resume, how to prepare and present yourself in the Oral Board interview, what to expect during the pre-employment and background investigation as well as the polygraph and psychological exam. Students will participate in many of these phases to develop a stronger skill set and understanding of this process.

Prerequisites: CJ& 101 with a grade of C or higher

CJ 224
Professional Communication Skills **5**
Overview of effective communication processes for criminal justice professionals including verbal and non-verbal communication, interviewing and interrogation methods, courtroom demeanor.

Prerequisites: CJ& 101 with a grade of C or higher.

CJ 226
Criminal Justice Report Writing **5**
Introduction to writing modern law enforcement reports. Includes techniques of writing in a clear, concise and accurate manner, the use of standard police forms, and the rules of disclosure.

Prerequisites: CJ& 101 and ENGL& 10, each with a grade of C or higher

CJ 232
Profiling Criminal Behavior **5**
Provides students with a general understanding of the theory and purpose profiling criminal behavior. Not intended to teach students how to become "profilers," but an introduction to the theory and practice of profiling. Critical discussions of the use of profiles in the criminal justice system.

Prerequisites: CJ& 101 with a grade of C or higher

CJ 233
Police Through Mass Media **5**
Examines public perception of criminal justice through film, television, and other forms of mass media. Both historical and current interpretations are studied to gain an appreciation of the symbolic interaction that occurs between the professional career field and popular culture.

Prerequisites: CJ& 101 with a grade of C or higher

CJ 234
Family and Domestic Violence **5**
Examines the relationship between criminal justice and social service systems that deal with family and domestic violence, and how the criminal justice and social service communities work to provide a multi-agency approach to this devastating issue.

Prerequisites: CJ& 101 with a grade of C or higher

CJ 235
Criminalistics and Trace Evidence Lab **5**
Laboratory-based curriculum applies scientific concepts unique to the specific forensic science requirements of the criminal justice system. Concepts include crime scene reconstruction, legal integrity of scientific evidence, and individualization of physical evidence.

Prerequisites: CJ& 101 with a grade of C or higher

CJ 236
Capstone in Criminal Justice **5**
Encapsulates the student learning as reflected in the development and delivery of a culminating project related to a contemporary issue in the criminal justice field.

Prerequisites: Department permission.

CJ& 240
Introduction to Forensic Sciences **5**
(TE) History of forensic science, overview of the forensic sciences including pathology, dentistry, anthropology, entomology, psychology/psychiatry, fingerprints, DNA, blood stains, questioned documents, accounting, ballistics, toxicology, explosives, and cybertechnology. Course will explore the use of forensic sciences in investigations, adjudications, convictions, and exonerations.

Prerequisites: Eligibility for ENGL& 101

CJ 241
Victimology **3**
Examination of relationship between victims and various components of the criminal justice system. Topics include history of victim's rights movement, assistance programs, patterns and trends, interaction with law enforcement, rights and remedies in the court system and advocacy. Special focus given to victims of specific offenses such as stalking, domestic violence, hate crimes and sex crimes involving adults and children.

Prerequisites: ENGL& 101 with grade of C or higher

CJ 242
Organized Crime **3**
Focuses on theories and the evolution of traditional organized crime in America. Examines new and emerging organized crime groups and their relationship to domestic criminal enterprise.

Prerequisites: ENGL& 101 with grade of C or higher

CJ 243
Ethical Dilemmas in Criminal Justice **5**
Exploration of legal, moral and social implications of ethical dilemmas in criminal justice, including police use of deadly force, police discretion, victimless crimes, surveillance, enforcement of unpopular laws, use of informants, plea bargaining, judicial discretion, capital punishment, cultural norms of sub-groups and dilemmas they present to criminal justice practitioners.

Prerequisites: CJ& 101 with a grade of C or higher, and eligibility for ENGL& 101

CJ 244
Current Issues in Policing **5**
Issues related to the accountability of the police to the electorate through the political process. In addition to focusing on the governmental setting for police work, police policies and practices, and current political issues in municipal police agencies, this course considers contemporary issues of importance to line-level police officers and administrative personnel. May be repeated two times for credit.

Prerequisites: CJ& 101 with a grade of C or higher

CJ 250
Cooperative Work Experience **1-5**
Supervised field experience in local law enforcement, corrections and other criminal justice agencies. Each student works approximately 10 hours per week at a variety of assigned tasks directly associated with the criminal justice system.

Prerequisites: CJ& 101 with a grade of C or higher and department permission.

DEVELOPMENTAL EDUCATION

The College Developmental Education program is for students who need to improve study techniques and learning strategies, academic computer skills, reading speed, reading comprehension, vocabulary, and critical reading, writing and thinking skills. Courses are offered at two levels (pre-college and college) and provide individualized assistance for students who want to succeed in their college and career goals and need to become more academically competitive.

DEVED 84
Introduction to College Reading **3-5**
Designed to improve students' reading knowledge, skills and abilities in order to prepare for college courses that require reading. Emphasis on reading using metacognitive processes, preparing for and taking part in discussion groups, and building fluency and vocabulary. Equivalent to TS 084. Credit cannot be earned in both DEVED 84 and TS 84.

DEVED 94
Reading and Thinking for Academics I **3-5**
This course is designed for students who desire improvement and basic skill building for success in college-level reading. Emphasis is on reading comprehension, vocabulary development and improved speed.

DEVED 95
Study Skills for College Survival **5**
Focus on college success and basic study skills. Course is designed for the student who is returning to school or is seeking ways to survive in college. Identify learning styles, manage time, utilize student support services, read textbooks, take notes, take tests, and use library and Internet resources. May be repeated two times for credit.

DEVED 96
Computer Comfort **5**
Designed for students who need basic computer confidence and skill building. Emphasis is on basic computer skills and learning strategies to help students succeed in college-level classes. No prior computer experience is necessary; recommended for students who are new to computers and hesitant about today's technology as used in college classrooms. May be repeated two times for credit.

DRAMA

Theatre courses emphasize the development of knowledge and skills in theatre appreciation, history, acting, and production. Advanced students may develop special projects in directing, play writing, and technical theatre to complete their degree program. Internships are also available for work performed in a professional environment. The majority of theatre courses satisfy the Humanities or Humanities – Performance graduation distribution requirement. These courses support the Student Core Learning Outcomes with particular emphasis on the following: engage and take responsibility as active learners, communicate effectively and think critically.

DRMA 100
Rehearsal, Production and Performance **2-5**
(HP) Active participation in a theatrical production. Course registration follows the audition, interview and selection process. Students enroll in 2-5 credits depending upon the performance role commitment or technical crew responsibilities. May be repeated two times for credit.

Prerequisites: Instructor permission following audition and casting.

DRMA& 101
Introduction to Theatre **5**
(H) Introduction to significant forms and styles of theatre; nature of dramatic event; theatre as artistic expression; basic trends and movements in theatre; origins, organizations and nature of theatre productions; and functions of playwright, producer, director, actor, critic, audience, designer, and technicians of the art form.

DRMA 102
Beginning Acting **5**
(HP) Techniques and terminology of various approaches to acting including the Stanislavski method. Includes introduction to definitive theater exercises, improvisation, character development, scene analysis, and culminates in rehearsed and performed scene work.

DRMA 121
Acting Styles **5**
(HP) Emphasizes the specific skills needed to perform works representative of a variety of periods ranging from classical Greek theater to Shakespeare to contemporary texts. Coursework includes class discussion, exercises and scene work, culminating in an acting showcase. Introduces stage combat and swordplay techniques. May be repeated one time for credit.

DRMA 130
Improvisation and Sketch Comedy **5**
(HP) Techniques and practices to increase confidence and creativity in performance. Through practical application, emphasizes team building fundamentals key to improvisation and the basic structure and format of a comic sketch.

DRMA 250
Theatre Internship **5**
Supervised work experience as an intern. May be with a qualified employer or in a project with a private or public agency. Students must have completed most of the required coursework and must obtain a recommendation for internship from their instructor. It is the student's responsibility to obtain the internship. Performance will be evaluated by the college instructor and the internship supervisor. Internship can apply once to AFA degree electives. May be repeated two times for credit.

Prerequisites: Instructor permission.

EARLY CHILDHOOD EDUCATION

Early Childhood Education (ECE) is an educational program for students planning to work with young children in a variety of settings, including preschools, child care centers, family child care and public schools. ECE courses are offered fully online with the exception of the hybrid (part online/part classroom) courses. Selected courses in the Education Department also fulfill program requirements for the ECE degree and certificate. Program options include an Early Childhood Education Certificate, an Associate in Technical Arts Degree in Early Childhood Education and an Associate in Arts and Sciences Degree - DTA (which is transferable to four-year colleges or universities).

Contact the ECE Department for further information or check the Everett Community College website at www.everettcc.edu /Faculty in ECE can be contacted at 425-388-9301.

ECE 127
Family Home Child Care Administration **3**
Study of the current practices for establishing and operating family child care homes. Focuses on licensing, scheduling, budgeting, record keeping, administration policy, educational activities, equipment, and staff/parent relationships.

ECE 132
Practicum Lab II **4**
Laboratory experience to enable the student to deepen their personal and professional skills and practical knowledge in working with young children. Students will be placed in an early childhood educational setting under the guidance of a faculty member.

Prerequisites: ECED& 160, ECED& 170, ECED& 180 AND instructor permission

ECE 135
Family Dynamics **3**
Examines functional and atypical family systems and the impact on the young child. Explores methods that enhance learning by providing consistency and support to children in childcare, preschool, or school settings. Assists teachers of young children in finding effective ways of communicating with parents and connecting with appropriate community resources. This course has laboratory requirements.

Prerequisites: EDUC& 115D and either ECED& 105 or EDUC& 202

ECE 136
Family Child Care Curriculum **2**
Curriculum planning, implementation and evaluation for family child care programs. Emphasis on developmentally appropriate and culturally relevant practices in working with young children.

ECE 137
School Age Child Care **3**
Focus on programs for children ages five through age twelve and their after-school needs. Family issues, health and safety, program and activity planning and children's individual needs are covered in the context of providing developmentally appropriate school-age programs. This course includes laboratory requirement.

ECE 140
Family Culture and Self-concept **5**
(D) Examines family culture, stages of social development and development of self-concept in young children. Exploration of family as a foundation for social learning; considers culture, bias and stereotyping as issues having impact on young children.

ECE 207
Applications of Math/Science in Early Childhood Education **5**
Hands-on exploration of Math and Science curriculum appropriate for young children. Recommended for Elementary Education majors. This course has laboratory requirements.

Prerequisites: ECED& 160 with a grade of C or higher

ECE 215
Art and Storytelling for Young Children **5**
The study of storytelling and art to meet the developmental domains of young children. Critical components of best practices in early childhood curriculum explored using art techniques and oral storytelling. Students will investigate theory, curriculum, appropriate language, cultural and diversity integration in regards to open-ended art processes and creative development through stories for young children. This course has laboratory requirements.

Prerequisites: EDUC& 115 AND either ECED& 105 or EDUC& 202, each with a grade of C or higher

ECE 233
Practicum Lab III **2**
Practical experience and application of early childhood competency areas of development. Students will be placed in an early childhood education setting under the guidance of a faculty member.

Prerequisites: ECE 132 with a grade of C or higher

ECE 239
Leadership and Mentoring in ECE **5**
Develop leadership, coaching and mentoring roles for program directors, program supervisors and aspiring leaders that support continual development, professionalism, ethics, and reflective practice for self and staff. This course has a laboratory component.

ECED& 105
Introduction to Early Childhood Education **5**
(SS) Explore the foundations of early childhood education. Examine theories defining the field, issues, trends, best practices, and program models. Observe children, professionals and programs in action. This course has laboratory components.

ECED& 107
Health/Safety/Nutrition **5**
Introduction to implementation of equitable health, safety and nutrition standards for the growing child in group care. Focus on federal Child Care Block Grant funding (CCDF) requirements, WA state licensing and Head Start Performance standards. Develop skills necessary to keep children healthy & safe, report abuse & neglect, and connect families to community resources. This course has laboratory requirements.

ECED& 120
Practicum - Nurturing Relationships **2**
In an early learning setting, engage in establishing nurturing, supportive relationships with all children and professional peers. Focus on children's health & safety, promoting growth & development, and creating a culturally responsive environment. This course has laboratory requirements.

ECED& 132
Infant/Toddler Care **3**
Examine the unique developmental needs of infants and toddlers. Study the role of the caregiver, relationships with families, developmentally appropriate practices, nurturing environments for infants and toddlers, and culturally retentive care. This course has laboratory requirements.

Prerequisites: EDUC& 115D and ECED& 120; and either ECED& 105 or EDUC& 202, all with a grade of C or higher

ECED& 134
Family Childcare Management **3**
Learn how to manage a family childcare program. Topics include: licensing requirements, record-keeping, relationship building, communication strategies, guiding behavior, and promoting growth and development. This course has laboratory requirements.

Prerequisites: EDUC&115D and ECED&120 and either ECED&105 OR EDUC&202, all with a grade of C or higher

ECED& 139
Administration of ECE **3**
Develop administrative skills required to develop, operate, manage and improve early childhood education and care programs. Acquire basic business management skills. Explore resources and supports for meeting Washington State licensing and professional NAEYC standards. This course has laboratory requirements.

Prerequisites: EDUC& 115D and ECED& 120; and either ECED& 105 or EDUC& 202, all with a grade of C or higher

ECED& 160
Curriculum Development **5**
Investigate learning theory, program planning, tools and methods for curriculum development promoting language, fine/gross motor, social-emotional, cognitive and creative skills and growth in children birth through age 8 utilizing developmentally appropriate and culturally responsive practice. This course has laboratory requirements.

Prerequisites: EDUC& 115D and either ECED& 105 or EDUC& 202, each with a grade of C or higher

ECED& 170
Learning Environments **3**
This class focuses on the adult's role in designing, evaluating, and improving indoor and outdoor environments that ensure quality learning, nurturing experiences, and optimize the development of young children. This course has laboratory requirements.

Prerequisites: EDUC& 115D and either ECED& 105 or EDUC& 202, each with a grade of C or higher

ECED& 180
Language and Literacy **3**
Teaching strategies for language acquisition and literacy skill development are examined at each developmental stage (birth-age 8) through the four interrelated areas of speaking, listening, writing, and reading. This course has laboratory requirements.

Prerequisites: EDUC& 115D and either ECED& 105 or EDUC& 202, each with a grade of C or higher

ECED& 190
Observation and Assessment **3**
Collect and record observation and assessment data in order to plan for and support the child, the family, the group, and the community. Practice reflection techniques, summarizing conclusions, and communicating findings. This course has laboratory requirements.

Prerequisites: EDUC& 115D and either ECED& 105 or EDUC& 202, each with a grade of C or higher

ECONOMICS

The study of economics will help students develop critical thinking skills and improve their ability to use economic concepts to analyze "real world" problems. Economic courses provide basic knowledge for students to become well informed global citizens and decision-makers. The Associate in Business DTA degree students are required to take ECON& 201 Microeconomics and ECON& 202 Macroeconomics. ECON 101 will meet the social science distribution and diversity requirement for non-transfer degrees.

ECON 101
Understanding Economics **5**
(SS, D) A survey course to help students better understand economic issues. Economic analysis of current events as a major activity. Not appropriate for DTA degree in Business Administration.

ECON& 201
Micro Economics **5**
(SS) Study of factors of supply and demand on production and prices. Emphasizes economic behavior of business firms in regulated and unregulated environments and International Trade issues. Prepares students for upper-division courses in microeconomics theory and managerial economics.

Prerequisites: Eligibility for MATH 138

ECON& 202
Macro Economics **5**
(SS) Study of national economy: What determines national income level, economic growth and prosperity? What are the effects of government fiscal and monetary policies to the economy? Student exams issues regarding inflation, unemployment, government spending, taxation, money supply and impact of globalization. Various theories are put forth to explain business cycles in the U.S. and world economy. Prepares students for upper-division macroeconomics courses. ECON 101 may be substituted for ECON& 202 in vocational/technical business degree programs.

Prerequisites: Eligibility for MATH 138

EDUCATION

The Education Program at Everett Community College is designed to give students an opportunity to explore the teaching profession, and to assist them in completing an Associate of Arts and Sciences - DTA that articulates with four-year schools. To become a K-8 elementary teacher in Washington State, students complete an AAS degree and transfer to an accredited four-year college or university for a Bachelor's degree and elementary teaching certification, or they can remain on the Everett campus to complete a Bachelor's degree and teaching certification at Western Washington University's program in elementary education.

Students wishing to become an 8-12 secondary education teacher complete an AAS and Bachelor's degree in the discipline they wish to teach, and then enter a secondary teaching certification program at a four-year college or university, including Western's Master in Teaching - Secondary Education degree program at Everett's University Center.

The Education Program also offers an Associate of Technical Arts degree for students interested in becoming an educational paraprofessional (current paraprofessionals employed in local K-12 school districts can possibly have work experience count as credit by equivalency), courses that satisfy requirements for the Early Childhood Education Program and participation in an active Teachers of Tomorrow student organization.

EDUC& 101
Paraeducator Basics **3**
Introduction to roles and responsibilities of the Paraeducator in the K-12 educational system. Exploration of techniques supporting instruction, professional and ethical practices, positive and safe learning environments, effective communication and teamwork.

EDUC 105
Parent Leadership Training Institute **5**
Prepares students to become leading participants in and advocates for children's education through an evidence-based, interactive examination of fundamental concepts of child development, community and government systems, education, leadership, and civic participation. All students are required to design and develop a community leadership project.

Prerequisites: Instructor permission

EDUC& 115
Child Development **5**
(SS) Build foundation for explaining how children develop in all domains, conception through early adolescence. Explore various developmental theories, methods for documenting growth, and impact of brain development. Topics addressed: stress, trauma, culture, race, gender identity, socioeconomic status, family status, language, and health issues. This course has laboratory requirements.

EDUC& 130
Guiding Behavior **3**
Examine the principles and theories promoting social competence in young children and creating safe learning environments. Develop skills promoting effective interactions, providing positive individual guidance, and enhancing group experiences. This course has laboratory requirements.

Prerequisites: EDUC& 115D and ECED& 120; and either ECED& 105 or EDUC& 202

EDUC& 136
School Age Care **3**
Develop skills to provide developmentally appropriate and culturally relevant activities/care for children ages 5-12 in a variety of settings. Topics include: implementation of curriculum, preparation of environments, building relationships, guiding cognitive and social emotional development, and community outreach. This course has laboratory requirements.

Prerequisites: EDUC&115D and ECED&120 and either ECED&105 OR EDUC&202

EDUC& 150
Child, Family and Community **3**
(D) Integrate the family and community contexts in which a child develops. Explore cultures and demographics of families in society community resources, strategies for involving families in the education of their child, and tools for effective communications. This course has laboratory requirements.

Prerequisites: EDUC& 115 and either ECED& 105 or EDUC& 202.

EDUC 190
Education Controversies **2**
Seminar designed to introduce education students to controversies in education. Through readings that represent arguments of leading educators and reflect a variety of viewpoints, discussions will be on opposing viewpoints, thinking critically and reaching considered judgments.

Prerequisites: EDUC& 202

EDUC& 202
Introduction to Education **5**
(SS) Survey of historical, sociological, political and philosophical aspects of American public education. Includes investigation of the human experience of being a teacher, contemporary problems in education, classroom observations, and the application of educational frameworks to issues of teaching and learning.

EDUC& 203
Exceptional Child **3**
(TE) Explore the basic areas of need that result in qualifying for special education services for birth-8th grade students. Coverage of legislation that mandates an inclusive model for exceptional learners.

Prerequisites: EDUC& 115D and ECED& 120; and either ECED& 105 or EDUC& 202

EDUC& 204
Inclusive Education **5**
Introductory course in recognition and identification of exceptionality in children from birth through high school. Includes policies and regulations concerning state and federal provisions of special education and related services, as well as adaptations for serving students with special needs in general education classrooms.

EDUC 210
Education Philosophies **2**
Readings and discussions about educational philosophies within the context of education as social construction; and more broadly, as a process of human existential growth where understanding of the world are continually transformed.

Prerequisites: EDUC& 202 with a grade of C or higher

EDUC& 240
Diversity in Education **5**
Exploration of diversity and social justice issues influencing educational settings. In-depth examination of the historical and current impact of children's, teachers' and families' cultural, social and political context in schools.

EDUC 250
Education in Action **1-4**
(TE) Cooperative work experience in a field-based setting for education majors (see EDUC 256). Allows students to earn college credit for work experience in public school classrooms. Practical observation and work under supervision of a teacher. Students will have the opportunity to explore the teaching profession, and experience a wide variety of hands-on experiences during their placement, including observation, tutoring, facilitating learning groups and teaching lessons. If possible, students should begin their observation before the beginning of the quarter.

Corequisites: EDUC 256.

Prerequisites: EDUC& 202 with a grade of C or higher, or concurrent enrollment

EDUC 251
Education in Action **1-4**
(TE) Cooperative work experience in a field-based setting for education majors (see EDUC 256). Allows students to earn college credit for work experience in public school classrooms. Practical observation and work under supervision of a teacher. Students will have the opportunity to explore the teaching profession, and experience a wide variety of hands-on experiences during their placement, including observation, tutoring, facilitating learning groups and teaching lessons. If possible, students should begin their observation before the beginning of the quarter.

Corequisites: EDUC 256

Prerequisites: EDUC& 202 with a grade of C or higher, or concurrent enrollment in EDUC& 202

EDUC 252
Education in Action **1-4**
(TE) Cooperative work experience in a field-based setting for education majors (see EDUC 256). Allows students to earn college credit for work experience in public school classrooms. Practical observation and work under supervision of a teacher. Students will have the opportunity to explore the teaching profession, and experience a wide variety of hands-on experiences during their placement, including observation, tutoring, facilitating learning groups and teaching lessons. If possible, students should begin their observation before the beginning of the quarter.

Corequisites: EDUC 256

Prerequisites: EDUC& 202 with a grade of C or higher or concurrent enrollment

EDUC 256
Education in Action Seminar **2**
(TE) Seminar to support field work in local schools (see EDUC 250, EDUC 251, EDUC 252). Student will discuss their field experiences, and participate in micro-teaching in order to apply ideas from EDUC& 202, EDUC 250, EDUC 251 and EDUC 252. May be repeated two times for credit.

Corequisites: EDUC 250, EDUC 251 or EDUC 252.

Prerequisites: Instructor permission or EDUC& 202 with a grade of C or higher, or concurrent enrollment in EDUC& 202.

EDUC 270
Education Portfolio **2**
Course designed to introduce education students to the electronic teaching portfolio, and assist them to document their pre-service teaching activities and fulfill professional expectations of many colleges and universities.

Prerequisites: EDUC& 202 or ECE 130 with a grade of C or higher

EMERGENCY SERVICES

See Fire Science

This course provides fundamental training required to perform as emergency service medical personnel and to become certified as an EMT. This skills-oriented course involves extensive hands-on training in the evaluation and treatment of the sick and injured.

EMS 050
CBT: Competency Based Training for EMTs
Series of education courses on state-mandated topics following initial EMT certification to maintain and enhance skill and knowledge to meet educational requirements for recertification. CBT requires the successful completion of cognitive, affective and psychomotor evaluations following each topic presentation to determine student competence of topic content.

Prerequisites: Washington State re-certification requirements for EMTs.

EMS 151
Emergency Medical Technician Training **13**
Designed to prepare participants in all phases of pre-hospital emergency care. Participants are eligible for the National Registry examination and the Washington State EMT-B examination upon successful completion of the course. Content includes lecture and hands-on practice in emergency care, bleeding and shock, soft tissue injuries, environmental emergencies, lifting and moving patients, HIV/AIDS education, emergency childbirth, and other topics.

Prerequisites: Eligibility for ENGL 97 or higher and MATH 76 or higher, approved program application (including passing an EMS pre-test with a score of 80% or higher), AND instructor permission.

EMS 152
Advanced Cardiac Life Support **1**
Enhanced skills for Advanced Cardiac Life Support (ACLS) providers, in treating victims of cardiac arrest or other cardiopulmonary emergencies. Knowledge and skills for treating patients in special resuscitation emergencies and conditions, and to apply for American Heart Associate ACLS certification. Advanced preparation for the assessment, diagnosis and treatment of ST-Elevation Myocardial Infarction (STEMI) patients. Resuscitation airway products and skills. Recognition of cardiac arrhythmias in clinical practice, with emphasis on electrocardiogram (ECG) and drug treatment knowledge.

Prerequisites: Instructor permission.

EMS 153
Pediatric Advanced Life Support **1**
Pediatric Advanced Life Support (PALS) skills for healthcare providers who respond to emergencies in infants and children. Successful course completion satisfies the requirements for a PALS course completion card.

Prerequisites: Instructor permission.

EMS 154
National Registry Emergency Medical Technician (NREMT) Refresher Course **3**
A refresher course that provides a review of basic emergency medical care based on the identified topics outlined by the DOT (Department of Transportation) and NREMT (National Registry Emergency Medical Technician).

Prerequisites: Instructor permission.

ENGINEERING

Engineering courses provide preparation for Engineering transfer and Engineering Technology transfer programs or related disciplines.

ENGR 111
Introduction to Engineering I: Modeling and Analysis **5**
(NS) A project based introduction to engineering analysis, problem solving, and mathematical modeling. Working in teams, students will complete a series of hands-on projects designed to emphasize a systematic, analytical problem solving approach and explore the engineering disciplines at a technical level. Topics include introductory engineering concepts; engineering for sustainability; teamwork skills; the application of mathematics, physics, and chemistry in engineering; unit systems; and an introduction to spreadsheet applications.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 96

ENGR& 114
Engineering Graphics **4**
(NS) Methods of depicting three-dimensional objects and communicating design information. Emphasis on using parametric solid modeling software as a design tool. Freehand sketching is used to develop visualization skills and as an instrument for design conceptualization and communication.

Prerequisites: Eligibility for MATH& 107 or higher; OR ENG T 100 with a grade of C or higher

ENGR 121
Introduction to Engineering 2: Computing and Design **5**
(NS) Second course in the Introduction to Engineering sequence. Explores the role of creativity, teamwork, and communication in promoting innovative design. Includes an introduction to computing, microcontroller programming and basic parameter optimization. Students develop knowledge and skills in all areas through a series of hands-on design projects.

Prerequisites: MATH& 142 and ENGR 111; or MATH& 142 and STEM 102; or MATH& 152, each with grade of C or higher

ENGR 201
Fundamentals of Materials Science **5**
(NS) Atomic, molecular, and crystalline structures of the materials and the relation to electrical, mechanical, thermal, and chemical properties. Introduction to materials processing and fabrication techniques.

Prerequisites: CHEM& 161 AND PHYS& 241 each with grade of C or higher

ENGR 202
Design of Logic Circuits **6**
(TE) Introduction to the basic components of logic circuits. Design and analysis of combinational and sequential logic circuits using relevant theorems, mathematical models, and hardware description language. Includes exposure to modern methods and design tools.

Prerequisites: MATH& 151, AND either CS& 131 (or concurrent enrollment), or CS& 141 (or concurrent enrollment), each with a grade of C or higher.

ENGR& 204
Electric Circuits **5**
(TE) Introduction to basic circuit and systems concepts. Development of mathematical models of components including resistors, sources, capacitors, inductors, operational amplifiers and transistors. Solution of first and second order linear differential equations associated with basic circuit forms. Steady state sinusoidal excitation and phasors.

Prerequisites: ENGR 121 with a grade of C or higher, AND PHYS& 243 with a grade of C or higher, or concurrent enrollment in PHYS& 243.

ENGR 205
Electric Circuits Lab **1.5**
(NS-L) Laboratory applications of electrical circuits principles and instrumentation. Measurement of transient and steady-state responses of electrical circuits.

Prerequisites: ENGR 204 with a grade of C or higher, or concurrent enrollment.

ENGR& 214
Statics **5**
(NS) Fundamentals of engineering statics using vector notation in problem solving. Scientific calculator required.

Prerequisites: ENGR 121 or concurrent enrollment AND PHYS& 241 or concurrent enrollment AND ENGL 101 or concurrent enrollment

ENGR& 215
Dynamics **5**
(NS) Kinematics and dynamics of particles; systems of particles; and rigid bodies including energy and momentum methods.

Prerequisites: MATH& 152 AND ENGR& 214, each with a grade of C or higher

ENGR 216
Integrated Computer Aided Design **4**
(NS) Computer Aided Design (CAD) and its applications in engineering design and analysis. Emphasis on advanced features in CAD software and the engineering design process. Topics include fundamentals of surface modeling, combined surface and solid modeling, advanced part/assembly techniques, CAD-based computational structure/flow/motion analysis, and complete documentation for an engineering design. Discussion of recent engineering innovations and their impact on the direction of engineering trends. Applying knowledge, skills and perspectives to real-world engineering practice.

Prerequisites: ENGR& 114 and ENGR& 214 each with a grade of C or higher

ENGR 220
Mechanics Breaking Lab **2**
(TE) Mechanical behavior of materials and application to engineering structures. Hands-on experience in various material testing and experimental stress analysis methods. Introduction to engineering data analysis and report writing. Investigate various types of mechanical behavior in response to loading conditions. Topics will include tension, impact, fatigue, and torsion testing, stress wave experimentation, strain gages, and combined stress analysis.

Prerequisites: ENGR& 225 with a grade of C or higher, or concurrent enrollment

ENGR& 224
Thermodynamics **5**
(NS) Thermodynamic properties of matter. First and second law analysis of engineering systems. Energy interactions, performance and efficiency of engineering devices, power cycles, and refrigeration cycles.

Prerequisites: CHEM& 162 AND MATH& 152 AND PHYS& 241, each with a grade of C or higher

ENGR& 225
Mechanics of Materials **5**
(NS) Introduction to mechanics of solids; stress, strain and their relationships; torsion; and bending.

Prerequisites: MATH& 152 AND ENGR& 214, each with grade of C or higher

ENGR 240
Applied Numerical Methods **5**
(NS) Numerical solutions to problems in engineering and science using modern scientific computing tools. Application of mathematical judgment in selecting computational algorithms and communicating results. Introduction to MATLAB programming for numerical computation.

Prerequisites: MATH& 163 or higher, with grade of C or higher

ENGINEERING TECHNOLOGY

See Precision Machining / Manufacturing Technology Engineering

The Engineering Technology program is designed to provide skills and knowledge in a variety of technical design subjects, including computer aided design (CAD) software such as CATIA version 5, Solid Works and AutoCAD. Skills learned in this program are taught using applied methods where training is practical and hands-on.

ENG T 100
Introduction to Engineering Graphics and 2D AutoCAD **4**
Theory and application of engineering drawing; sketching and block lettering; geometric construction; representation of normal, inclined oblique, and cylindrical surfaces; standard, section and auxiliary views; dimensioning; and an introduction to designing with a 2D CAD system.
Prerequisites: Placement into MATH 76 or higher AND MFG T 102

ENG T 101
Introduction to Graphics and Measurement **5**
An introduction to reading and interpreting engineering graphics using technical drawings of mechanical systems for manufacturing technology students with an emphasis on identifying 2D (plane geometrical) shapes. The student will be also use engineering and mechanical scales and precision measuring instruments to measure sizes, lengths and locations of shapes and features. Algebraic, geometric and trigonometric concepts will be applied. Scientific calculator required.

Prerequisites: Placement into MATH 76 or higher AND MFG T 102

ENG T 102
Technical Problem Analysis **5**
This course is designed to apply basic algebra, geometry and trigonometry to practical problems encountered in technical design and the manufacturing industry. The course includes problems focusing on composites, technical design, welding, precision machining and CNC topics. Students will be introduced to an electronic spreadsheet to perform their calculations.

Prerequisites: ENG T 101 or MATH 76 or placement into MATH 86 or higher

ENG T 103
Introduction to Revit **4**
Introduction to Revit architectural design and documentation software tools and features. The course will explore the Building Information Modeling interface and focus on the basics of building creation, view controls navigation and the settings for controlling graphic properties, constrain the building designs with dimensions and relationships between elements, practice key editing and manipulating tools.

Prerequisites: Placement into MATH 76 or higher AND MFG T 102,

ENG T 104
Mechanical Blueprint Reading **3**
Instruction in interpreting mechanical/manufacturing blueprints per ASME Y14.5. Emphasis on practical applications of this standard as applied to reading, interpreting, and trouble-shooting engineering production drawings.

ENG T 105
Precision, Fits, Tolerancing and GD&T **4**
Theory and application of dimensioning and tolerancing using Solid Works per American Society of Mechanical Engineers (ASME) Y14.5. Use of standard tolerances with a further emphasis on precision fits and geometric dimensioning and tolerancing on engineering production drawings.

Prerequisites: ENG T 108 or ENG T 185 or ENGR& 114, with a grade of C or higher, AND instructor permission.

ENG T 108
Engineering Graphics: 3D CAD **4**
Fundamentals of engineering graphics for preparation of designs and working drawings, using parametric solid modeling software as a design tool. Includes generation of detail and assembly drawings. Freehand sketching used to develop visualization skills and as an instrument for design conceptualization and communication.

Prerequisites: Placement into MATH 76 or higher AND MFG T 102 with a grade of C or higher

ENG T 112
Pneumatic, Hydraulic, and Electrical Circuits **5**
Introductory course examining practical applications using pneumatic, hydraulic and electrical components. Basic theories are discussed and typical hardware used in manufacturing is evaluated.

Prerequisites: ENG T 100 or MATH 76 or eligibility for MATH 86 via a MATH assessment

ENG T 185
Introduction to CATIA 3D Experience **4**
Introduction to parametric, three-dimensional modeling using CATIA 3D Experience. Focus on how to navigate within this software, how to create three-dimensional solid models using industry best practices, and then how to create and manipulate assemblies made from these parts.

Prerequisites: Eligibility for ENG T 101 or MATH 76 or higher, or concurrent enrollment in MFG T 102

ENG T 188
Aerospace Design CATIA V5 Course I **12**
Introduction to parametric, three-dimensional modeling using CATIA V5. Focus on theory and application of engineering graphics, reading and creating technical drawings; navigating CATIA software, how to create 3-D solids and manipulate assemblies and generating 3-D wireframe and surfaces. Two years of industry design experience recommended.

Prerequisites: Instructor permission.

ENG T 189
Aerospace Design with CATIA V5 **12**
Skills in advanced techniques and mastery of the following work benches: sketcher, part design and assembly, surface and surface analysis. Basic to intermediate introduction in the following workbenches; NC programming, sheet metal for aerospace, tubing and wiring.

Prerequisites: ENG T 188; or ENG T 100, ENG T 185, and ENG T 193; AND instructor permission.

ENG T 193
Intermediate CAD with CATIA 3D Experience **4**
Explores the techniques for using CATIA 3D Experience to produce working level engineering drawings. Detail and assembly drawings are created with attention focused on proper views, text, dimensions, tolerances, bills of material, borders and title blocks. Weldments, flat patterns and other special practices are also examined.

Prerequisites: ENG T 185 with a grade of C or higher

ENG T 194
Tool Design and Product Structure **4**
Introduction to tooling design graphics. Create tooling fixtures used to create or assemble engineering parts. Each fixture will be created in the true 3D coordinates as well as proper techniques in the product structure. Focus on team approach to tool engineering design. Creation of tooling fixtures, composite molding fixture, DJ drill jig, CNC mill fixture and locating jigs used to create or assemble engineering parts.

Prerequisites: ENG T 185 with a grade of C or higher

ENG T 195
Advanced Surfacing with CATIA 3D Experience **4**
Expands on the knowledge learned in the Introduction to CAD with CATIA 3D Experience course by introducing tools and methodologies found in the Generative Structural Analysis, Free Style, Wireframe and Generative Shape Design Workbench. Students will be able to create and analyze surfaces with complex contours and verify its machinability and stress analysis.

Prerequisites: ENG T 185 with a grade of C or higher

ENG T 196
Advanced Workbenches with CATIA 3D Experience **4**
Advanced techniques and mastery of the following CATIA 3D Experience work benches: Knowledgeware, DMU Kinematics, Generative Structural Analysis, Generative Sheet Metal Design, Weld Design and Prismatic Machining. Focus on how to embed knowledge in design by applying formulas, using parameters and relations, motion simulation capabilities, performing first order mechanical analysis for 3D systems, designing sheet metal parts in concurrent engineering between the unfolded or folded part representations, and creating NC programs using 3 and 5 axis techniques dedicated to machining parts designed in 3D wireframe or solids geometry as a typical NC Programming techniques.

Prerequisites: ENG T 185 with a grade of C or higher AND instructor permission.

ENG T 203
AutoCAD II - Intermediate **4**
Instruction on the use of AutoCAD tools for efficient creation of engineering drawings. Course includes instruction on the use of layouts and paper space; the creation and effective use of layers; how to use blocks, symbols and X-references to improve drafting productivity; the making of attributes and the means of extracting attribute information for generating of bills of materials and other documentation.

Prerequisites: ENG T 100 AND ENG T 101 or MATH 76, each with a grade of C or higher

ENG T 204
Drafting using CAD **4**
Drafting fundamentals and orthographic interpretation necessary to create, manipulate, and understand mechanical and structural drawings. Proper naming conventions and release procedures. Use of engineering and mechanical scales and precision measuring instruments to measure sizes, lengths and locations of shapes and features; creating orthographic views on a detail, assembly and installation drawings. Print drawing and dataset checking as well as drawing revisions using ASME and ANSI standards; release procedures, naming conventions and applying bill of materials.

Prerequisites: ENG T 185 and ENG T 108, with a grade of C or higher

ENG T 205
Precision, Fits, Tolerancing with GD&T **5**
Theory and application of dimensioning and tolerancing using CAD per American Society of Mechanical Engineers (ASME) Y14.5 and Y14.41. Use of standard tolerances with a further emphasis on precision fits and Geometric Dimensioning and Tolerance (GD&T) on engineering production drawings as well as applying GD&T with Model Based Definition (MBD) using the CAD three-dimensional graphics environment.

Prerequisites: ENG T 204 with a grade of C or higher

ENG T 213
Applied Statics and Strength of Materials **5**
Study of forces acting on structures at rest; free-body diagrams, trusses, friction and related material, analysis of tension, compression, shear, deformation, torsion, stress, and deflection of members of commonly used materials in construction. Scientific calculator required.

Prerequisites: ENG T 101 or MATH& 141 with a grade of C or higher

ENG T 217
CAD Design Project **4**
CAD Design projects for students in advanced manufacturing and technical design related fields. Students will be required to work individually and as a member of an assigned team to disassemble a precision mechanical assembly and redesign the assembly. Students will develop and document the redesign using a parametric 3D modeler to include a detailed parts list. Precision measuring equipment such as a caliper and micrometer is required for the class.

Prerequisites: ENG T 259 and ENG T 193 or concurrent enrollment

ENG T 225
Engineering Technology Skills Building 1 **2**
Designed for the student who is seeking to improve skills in engineering technology in order to meet industry standards through additional lab time or who is seeking practice time prior to taking certifications tests. The class may be taken up to two times for credit.

ENG T 226
Engineering Technology Skills Building 2 **2**
Designed for the student who is seeking to improve current engineering technology skills through additional lab time or who is seeking practice time prior to taking certifications tests. The class may be taken up to two times for credit.

ENG T 230
Manufacturing Materials and Processes **3**
Examines materials and processes used in manufacturing. Topics include choice of materials and their properties; various processes for converting material into manufactured parts; and the interrelation between materials and processes, particularly regarding feasibility and cost.

Prerequisites: ENG T 101 or MATH 76 with a grade of C or higher

ENG T 259
Engineering Graphics: 3D CAD/CAM **4**
Use of a 3D modeler (Solid Works) is used to prepare flat patterns, weldments, machining drawings, bills of material, and traditional 2D technical drawings. Use of a 3D CAM package (MasterCAM) to prepare code for a 3-axis milling machine.

Prerequisites: ENG T 108 or ENGR& 114 or equivalent, with a grade of C or higher

ENGLISH LANGUAGE ACQUISITION

See Transitional Studies

ENGLISH LANGUAGE AND LITERATURE

The English Department offers courses in composition, creative writing, and literature, as well as tutor training in the Writing Center. College-level composition courses satisfy the Communication Skills requirement of most degree programs. Those in literature, language and creative writing satisfy Humanities and elective requirements.

Initial placement in any composition course is by EvCC-administered assessment test. A grade of C or higher in ENGL& 101 is required for higher level composition courses (&102, 103, 105, 211, &230 or &235).

Students who scored 4 or higher on the national AP exam in English may the ENGL& 101 requirement. An English 101-level course transferred from another college must be validated by Enrollment Services. A placement test taken at another institution may be reviewed by Enrollment Services for possible substitution at EvCC.

Composition and Technical Writing

ENGL 101
English Composition I **5**
(C)Writing clear, unified, coherent, and well-developed essays of increasing complexity with an emphasis on critical thinking skills. Essays may be about literary or nonliterary texts, or they may rely upon such texts as points of departure for discussion. (Specific sections marked ENGL& 101D fulfill the diversity requirement for associate degrees.)

Prerequisites: ENGL 98 with a grade of C or higher

ENGL& 102
Composition II **5**
(C) Writing single-source and multi-source essays with an emphasis on audience, voice, and current research techniques and documentation. (Specific sections marked ENGL 102D fulfill the diversity requirement for associate degrees.)

Prerequisites: ENGL& 101 with grade of C or higher

ENGL 103
The Critical Paper **5**
(C) Writing critical analyses of culture and the arts, including film, music, art, and popular culture.

Prerequisites: ENGL& 101 with a grade of C or higher

ENGL 104
Academic Writing Plus **5**
(TE) Corequisite course that directly supports the academic writing goals of ENGL& 101 by addressing the development, drafting, and revision of academic essays, as well as the language, mechanics, grammar, and usage skills necessary for effective written communication for students also enrolled in ENGL& 101. Appropriate for students who have placed into developmental English courses or who have placed into ENGL& 101 but are unsure of their skills or readiness for college-level English. May not be taken as a stand-alone course.

Prerequisites: Eligibility for ENGL 97 or higher

Corequisite: ENGL& 101

ENGL 211
Advanced Composition **2 or 5**
(C) Writing essays. Consideration of style, voice, analytical reading, and critical thinking beyond the ENGL& 101 level.

Prerequisites: ENGL& 101 with grade of C or higher

ENGL& 230
Technical Writing **3**
(C) Writing memorandums, business letters, and technical reports. Includes study of tone, style, unity, audience, and purpose in business and technical communication.

Prerequisites: ENGL& 101 with a grade of C or higher

ENGL& 235
Technical Writing and Research **5**
(C) Writing memoranda, business letters, and a variety of technical documents such as technical definitions, descriptions, and specifications, proposals, instructions, and analytical reports that incorporate primary and secondary research and visual design elements. Emphasis on the analysis of audiences from lay to expert and rhetorical strategies to satisfy their information needs.

Prerequisites: ENGL& 101 with a grade of C or higher

Creative Writing and Publication

ENGL 105
Creative Nonfiction **5**
(C, H) Composition course in which various literary, journalistic and investigative techniques are applied to the writing and revision of experiential, informative and critical essays.

Prerequisites: ENGL& 101 with a grade of C or higher

ENGL 106
Poetry I **3 or 5**
(HP) Introduction to the writing, constructive analysis and revision of poetry. Poetic forms and terms will be learned and students will apply instructive critical analysis to both their own and other students' work. Tendencies and potentials will be identified for each student.

ENGL 108
Fiction I **3 or 5**
(HP) Introduction to the writing, constructive analysis and revision of fiction. Fiction terms and techniques will be presented and applied to original student work and constructive analysis of original work will provide practical application.

ENGL 109
Screen and Play Writing I **3 or 5**
(HP) Introduction to the writing, constructive analysis, and revision of original creative works for the visual media. Terminology, essential formats, and basic structural principles will be presented and applied to student work.

ENGL 110
Editing and Publication I **5**
(HP) Introduction to the history and practice of editing for publication in print and digital formats, including magazine and book production. In a practicum setting, students edit and publish literary manuscripts, gaining hands-on experience with the campus literary magazine, Poetry Northwest, and related projects.

Prerequisites: ENGL 105, 106, 108, or 109 with a grade of C or higher; or JOURN 101 with a grade of C or higher

ENGL 165
Nonfiction II **3 or 5**
(HP) Intermediate course in techniques of fiction, poetry and drama as applied to nonfiction using constructive criticism. Development of writing, constructive analysis and revision skills in creative nonfiction. Students will apply a wide variety of writing techniques and critical perceptions to subjects of their own selection.

Prerequisites: ENGL 105 with a grade of C or higher

ENGL 166
Poetry II **3 or 5**
(HP) Intermediate course in structural and content analysis as applied to student and professional examples of poetic techniques. Development of writing, constructive analysis and revision skills in poetry. Students are individually encouraged to pursue their own directions and to learn from the variety of student directions observed in the class.

Prerequisites: ENGL 106 with a grade of C or higher

ENGL 168
Fiction II **3 or 5**
(HP) Intermediate development of writing, constructive analysis and revision skills in fiction. Exercises and comparative examples of original creative work will be presented and analyzed with student participation to further critical abilities and applications to student work.

Prerequisites: ENGL 108 with a grade of C or higher

ENGL 169
Screen and Play Writing II **3 or 5**
(HP) Intermediate development of writing, constructive analysis and revision of original creative works for the visual media. Detailed analysis of student effort will provide the basic material for development and application of dramatic and visual principles to original creative screen and/or play writing.

Prerequisites: ENGL 109 with a grade of C or higher

ENGL 205
Nonfiction III **3 or 5**
(HP) Advanced development of writing, constructive analysis and revision skills in creative nonfiction. Advanced techniques of fiction, poetry and drama will be applied to nonfiction and techniques of constructive criticism will be applied to the developing stages of the nonfiction writing. Students will apply a wide variety of writing techniques and critical perceptions to subjects of their own selection.

Prerequisites: ENGL 165 with a grade of C or higher

ENGL 206
Poetry III **3 or 5**
(HP) Advanced development of writing, constructive analysis and revision skills in poetry.

Prerequisites: ENGL 166 with a grade of C or higher

ENGL 208
Fiction III **3 or 5**
(HP) Advanced development of writing, constructive analysis and revision skills in fiction.

Prerequisites: ENGL 168 with a grade of C or higher

ENGL 209
Screen and Play Writing III **3 or 5**
(HP) Advanced development of writing, constructive analysis and revision of creative works for the visual media.

Prerequisites: ENGL 169 with a grade of C or higher

ENGL 210
Editing and Publication II **5**
(HP) Extended practice in editing for publication, using print and digital formats, including magazine and book production. In a practicum setting, students edit and publish literary manuscripts, gaining hands-on experience with the campus literary magazine, Poetry Northwest Editions, and related projects.

Prerequisites: ENGL 110 with a grade of C or higher

Literature and Language

ENGL& 111
Introduction to Literature **5**
(H) Study of literary backgrounds, approaches, types, and techniques as a basis for reading, understanding, and enjoying literature.

ENGL& 113
Introduction to Poetry **3 or 5**
(H) Study of selected poets and their works designed to increase understanding and appreciation of poetry through reading and analysis.

ENGL 120
Native American Literature **5**
(H, D) Exploration of theme, voice, and meaning through reading, analysis and discussion of selected poetry and prose works by Native American writers. Includes literary, cultural, and social frameworks.

ENGL 135
Introduction to Cultural Studies **5**
(H, D) Introduction to main issues, theories and methods in cultural studies, employing literary methodologies. Specific topics may include communication and mass culture; images and texts concerning contemporary production and consumption; issues of race, gender, class and the social construction of identity; and cultural and historical analysis of visual arts, music, film, literature, myth, ritual, everyday practices, built environments and material culture.

ENGL 171
Special Topics in Language and Literature **3 or 5**
(H) Study of texts which focus on particular aspects of human experience. Specific focus will vary from term to term, but approach remains the same: analytical reading, writing, and discussion. May be repeated for credit with different topics.

Prerequisites: Instructor permission required for some sections.

ENGL 173
Science Fiction **5**
(H) Study of science fiction as depicted in novels, short stories, films, TV shows and other media. Exploring and critical thinking about the human experience as presented in these works.

ENGL 175
Introduction to African American Literature and Culture **5**
(H, D) Introductory study of literary works and cultural achievements by African Americans.

ENGL 180
American Working-Class Literature **5**
(H, D) Examination of literary and first-person authored texts written by and about the American working class over the past two hundred years. Readings may include slave songs, folk songs, and narratives, letters from pre-Civil War textile factory workers, works by and about workers in the rapidly expanding industrial sector in post-Civil War and early 20th-century America. Focus on poems, short stories and novels by and about workers, especially by immigrants from eastern and southern Europe and black and white migrants from rural America pouring into rapidly expanding American cities, and texts from our own time by and about service workers and new immigrants from different parts of the world in an increasingly unequal, deindustrializing American society.

ENGL 183
Children's Literature **5**
(H) Introduction to the rich literary tradition of books for children, with wide reading and in-depth analysis to determine a criteria for excellence. Includes the study of illustrations, historical perspectives, multicultural influences, and current trends in picture books, traditional tales, realistic and historical fiction, and modern fantasy. (Specific sections marked ENGL 183D fulfill the diversity requirement for associate degrees.)

ENGL 203
Young Adult Literature **5**
(H) Representative adolescent literature; an examination of the qualities that characterize the teen novel and an application of literary standards to them; a brief history of the genre; and a comparison of books from 1960 to the present. (Specific sections marked ENGL 203D fulfill the diversity requirement for associate degrees.)

ENGL& 224
Shakespeare I **5**
(H) Reading and analysis of the comedies, history plays, and tragedies selected largely from the first half of Shakespeare's career.

ENGL& 225
Shakespeare II **5**
(H) Reading and analysis of Shakespeare's problem plays, major tragedies, and late romances selected from the latter half of his career.

ENGL 229
Survey of British Literature **5**
(H) The study of representative works from British writers.

ENGL 233
Modern British Literature **5**
(H) Study of the writings of major British writers of the 19th and 20th centuries.

ENGL 240
Introduction to American Literature **5**
(H, D) An exploration of American Literature (fiction, poetry, autobiography, essays and drama) from its inception in 1492 through the American Civil War, to include classic authors such as Franklin, Wheatley, Douglass, Emerson, Thoreau, Poe, Hawthorne, Whitman, Dickinson and Twain, emphasizing diverse themes and the voices of women, the working class, African Americans and Native Americans.

ENGL& 246
American Literature III **5**
(H) An exploration of American writers, Black, White, Hispanic, Native, Asian, male, and female in American poetry, novels, and short stories beginning with American modernism (approx. 1910-1945), and continuing through the post-modern era. (Specific sections marked ENGL& 246D fulfill the diversity requirement for associate degrees.)

ENGL 247
Modern Grammar **5**
(H) Principles of modern English, including its sound system, methods of word formation, parts of speech, phrase structure, grammatical relations and complex structures. Not an ESL or developmental course.

Prerequisites: ENGL& 101 with a grade of C or higher, or sophomore standing

ENGL 251
Myth and Literature of Greece and Rome **5**
(H) Study of major literary works of ancient Greece and Rome.

ENGL 252
Medieval and Renaissance Literature **5**
(H) Study of major works of European literature from the Middle Ages, Renaissance, and Enlightenment (AD800-1800).

ENGL 253
Modern European Literature **5**
(H) Study of major works of European literature from 1800 to the present, including Romanticism, Realism, Modernism, and Postmodernism.

ENGL& 254
World Literature I: Themes **5**
(H, D) Examination of literary and critical texts from a variety of cultures in the United States and/or throughout the world. Reading and analysis of fiction, poetry, drama, non-fiction and/or film texts based on a specific theme or geographical location. Special emphasis on literary and cultural texts and writers often marginalized, under-represented, or ignored in traditional literature courses.

ENGL 263
The Holocaust in Literature **5**
(H, D) Study of the portrayal of the Holocaust in fictional genres. Issues addressed include the institutionalization of intolerance; the adequacy of language in the face of atrocity; the tension between the expectation of authenticity and the literary imagination; literature's role in liberating the silenced voices of persecuted minorities and the resonance of these voices with contemporary American concerns.

Skill Development

ENGL 97
Beginning Grammar and Writing **5**
Writing clear and effective sentences and paragraphs, including parts of speech, sentence function and pattern, and the dynamics of coherent paragraphs. Equivalent to TS 97 and HSC 97. Credit cannot be earned in both ENGL 97 and either TS 97 or HSC 97.

Prerequisites: Eligibility for ENGL 97

ENGL 98
Introduction to College Writing **5**
Writing and revising paragraphs and essays of various types, covering the writing process, diction, grammatical structures, paragraph and essay patterns, and rhetorical devices such as parallelism, transition, and analogy. (Specific sections marked ENGL 98D fulfill the diversity requirement for associate degrees.) Equivalent to TS 98 and HSC 98. Credit cannot be earned in both ENGL 98 and either TS 98 or HSC 98.

Prerequisites: ENGL 97 or equivalent with a grade of C or higher

Tutor Training and Independent Study

ENGL 150
Tutor Training and Practice **1-5**
(TE) Peer tutoring techniques. Learn from supervised tutoring experiences in the Writing Center and from seminar discussions. One credit for 20 tutoring hours and one credit for ten seminars. May be repeated up to five credits.

Prerequisites: Grade of B or better in ENGL& 101 and Writing Center Coordinator's permission.

ENGL 151
Tutor Training and Practice **1-5**
(TE) Peer tutoring techniques. Learn from supervised tutoring experiences in the Writing Center and from seminar discussions. One credit for 20 tutoring hours and one credit for ten seminars. May be repeated up to five credits.

Prerequisites: ENGL 150 with a grade of C or higher

ENGL 152
Tutor Training and Practice **1-5**
(TE) Peer tutoring techniques. Learn from supervised tutoring experiences in the Writing Center and from seminar discussions. One credit for 20 tutoring hours and one credit for ten seminars. May be repeated up to five credits.

Prerequisites: ENGL 151 with a grade of C or higher

ENVIRONMENTAL SCIENCE

Environmental Science courses provide the preparation for environmental science/planning/policy disciplines. These courses satisfy the Natural Science (NS) and Natural Science Lab (NS-L) graduation distribution requirement.

ENVS& 100
Survey of Environmental Science: Sustaining Our Earth **5**
(NS) Biological and ecological principles and how they pertain to current issues of population growth and control, diminished food supply, water, air and noise pollution, and similar environmental issues. Credit may not be earned in both ENVS& 100 and ENVS& 101.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 96

ENVS& 101
Introduction to Environmental Science: with Lab **5**
(NS-L) Effects of human population growth on changing ecosystems, energy flow, biological diversity, and sustainability of living resources. Credit may not be earned in both ENVS& 100 and ENVS& 101.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 96

ENVS 250
Environmental Studies Internship and Seminars **2**
(NS) Students will participate in a minimum of thirty hours of a supervised internship which will require integration of knowledge of biological and environmental concepts with environmental economics and an eco-justice perspective.

Prerequisites: ENVS& 100 or ENVS& 101 or NAT S 103 with grade of C or higher

FABRICATION

See Welding and Fabrication

FILM/CINEMA

FILM 100
Introduction to Film **5**
(H) Critical survey of form, style and content of American and international film. Narrative and non-narrative forms. Design, cinematography, editing and sound as elements of style. Cultural content of film.

FILM 102
International Film **5**
(H) Critical survey of process (production, distribution, exhibition), style, and content of American and international film from earliest technology in the U.S. and Europe to emerging film industries around the globe. Narrative forms, emphasizing development of emerging nations, relationships between cinematic and national ideologies. Cultural content of film, emphasizing perspectives of diverse populations and development nations.

FIRE SCIENCE

Everett Community College's fire science program is designed to help prospective firefighters learn and develop introductory firefighting and emergency response skills. Fire Academy classes are designed to prepare students for the demands of national and state certification testing.

Everett Community College's Fire Science Program offer career certifications and an Associate in Applied Science Degree.

For more information about this program send an e-mail to firescience@everettcc.edu

FIRE 100
Firefighter Academy **22.5**
Basic fire fighting skills includes orientation and safety, fundamentals of fire behavior, building construction, personal protective equipment, department communication, extinguishers, water supply, fire hose, ropes and knots, ground ladders, fire control, ventilation, rescue and extrication, loss control, fire detection, alarms and suppression systems, hazardous materials, first aid, and fire prevention/public education. Three class sessions will be held at the North Bend Fire Academy. Live fire experience will be included. Meets NFPA 1001. Successful students will be qualified to sit for the state Fire Fighter I, Firefighter II, and Hazardous Materials Operations written and practical exams. For entry into the Fire Academy complete the National Testing Network Ergometrics exam with a passing score of 75, pass the Candidate Physical Ability Test. Complete the course application and attend a mandatory orientation.

Prerequisites: Instructor permission.

FIRE 101
Introduction to Fire Science **5**
Intended to familiarize new firefighters or persons who are interested in the field of fire protection with the basics of the fire service, including the history, traditions, terminology, organization, and the basic operations of modern fire departments.

Prerequisites: Eligibility for ENGL& 101

FIRE 102
Introduction to the Fire Service **5**
Acquaints students with the history, traditions, terminology, and organization of the fire service. Describes the fire service as a career; explains fire service organizations; and covers fire department organization, equipment and facilities; physical fitness and health considerations. Also provides an introduction to accountability and the Incident Management System (IMS). Meets the requirements for NFPA 1001, NFPA 1500.

FIRE 103
Engine Company Basic Operations **3**
Covers fire flow testing, relay and shuttle operations, and water supply management, size and carrying capacity of mains, hydrant specifications, maintenance procedures, relevant maps and recordkeeping procedures. Explains the characteristics of fire and water, describes the types of water streams and nozzles, and covers the procedures for developing streams. Overview of pumper, tankers, brush apparatus and aerial apparatus. Details the basic methods of handling hose, including large diameter hose; hose and coupling construction and maintenance; fire behavior procedures. NFPA 1001, NFPA 1002.

FIRE 104
Fire Department Community Relations **3**
Provides development of communication skills in assigning instruction, orders, and information. Promotes customer service and shows how it is intertwined with fire prevention and public education. Meets the requirements for NFPA 1035.

FIRE 106
Fundamental Ladder Company Operations **3**
Fundamentals of a ladder company operation, including handling and maintaining various types of ground ladders and factors affecting ladder placement; introduction to different methods and systematic ways of ventilating buildings with heated air, smoke, and gases; rope applications, including hauling tools, accomplishing rescues from areas of different elevations, stabilizing vehicles, and cordoning off areas; forcible entry; special rescues; salvage and overhaul; and vehicle operation. Meets the requirements for NFPA 1001, NFPA 1002.

Prerequisites: FIRE 102

FIRE 110
Fire Suppression Systems **3**
Concepts and standards of fire protection systems including: fire detection devices, alarms, and sprinkler systems, and fire codes and how they are enforced. This course meets the National Fire Protection Association (NFPA 1001) Standards for Professional Firefighter Qualifications, (NFPA 1002) Standard for Fire Apparatus Driver/Operator Professional Qualifications, (NFPA 1031) Standard for Professional Qualifications for Fire Inspector and Plan Examiner.

Prerequisites: FIRE 101 or concurrent enrollment,

FIRE 120
Pump Operations/Hydraulics **5**
Hydraulic laws and formulas, pump design, practical operation of pumps, pump operation theory, methods for testing, inspecting and maintaining fire pump installations. Addresses the driver/operator's manual on operating fire pumps and pumping apparatus.

Prerequisites: Minimum Grade of C in MATH& 107 or higher or eligibility for MATH course higher than MATH& 107 and FIRE 101 or concurrent enrollment;

FIRE 122
Fire Company Strategy & Tactics I **3**
In-depth course in the Incident Management System and how it is used on the fire ground including first-in company tactics. Meets the requirements for National Fire Protection Agency (NFPA) 1026.

Prerequisites: FIRE 102

FIRE 124
Hazardous Materials Awareness/Operations **5**
Awareness and operations level study of explosive, toxic, and hazardous materials with emphasis on intelligently handling fire situations. Students will learn to recognize and identify hazardous materials through introduction to systematic classification of relationships between groups of materials with similar characteristics, showing how and where they are used. Students will learn to evaluate shipping documentation for dangerous materials identification, and learn where assistance can be found for hazardous materials emergencies. Meets the requirements for National Fire Protection Agency (NFPA) 472.

Prerequisites: FIRE 102

FIRE 200
Fire Company Strategy & Tactics **5**
Officer level training in multi-level planning, implementing, and evaluating basic and advanced fire tactics. Meets the requirements for NFPA 1021.

Prerequisites: FIRE 101 or concurrent enrollment,

FIRE 202
Fire Investigations **3**
Overview of the methods used to determine fire origin, fire causes, fire spread, and fire behavior. Recognition of accidental and incendiary fires, securing and preserving evidence of suspected arson, witness interrogation methods. Meets the requirements for National Fire Protection Agency (NFPA) 1033.

Prerequisites: FIRE 101 or concurrent enrollment,

FIRE 203
Building Construction for Fire Protection **5**
Course covers the basic building construction and design necessary for providing proper fire protection features; emphasizes types of construction materials used, flame spread, fire restiveness, and fire retardant qualities for certain types of occupancy and building use. Meets the requirements for NFPA 220.

Prerequisites: FIRE 101 or concurrent enrollment,

FIRE 205
Fire Department Company Officer **5**
Introduction to government and fire department structure, roles, responsibilities and legal liability of the first line supervisor. Also covers concepts of leaders and supervision, public education, labor relations, budgeting, communications, fire prevention, fire suppression, and fire fighter safety. Meets the requirements for NFPA 1021.

Prerequisites: FIRE 101 or concurrent enrollment

FIRE 230
Fire Personnel Supervision I **1.5**
First of four levels of training for the company officer to provide basic leadership skills and the tools needed to perform effectively in the fire service environment. Strategies for company success. Techniques and approaches to problem solving, ways to identify and assess the needs of the company officer's subordinates, methods for running meetings effectively in the fire service environment, and decision-making skills for the company officer.

Prerequisites: Instructor permission.

FIRE 240
Instructor I Certification **3**
Prepares candidates to demonstrate the knowledge and ability to conduct instruction from prepared materials. Covers characteristics of good instruction, role of the instructor in the fire service, summary of psychology of learning, procedures for planning and presenting instruction, evaluation, and testing techniques. Includes instructional planning, development, methods, techniques, materials, aids, and evaluation/testing. Meets NFPA Standard 1041.

Prerequisites: Instructor permission.

FIRE 246
Fire Codes and Inspections **4**
A comprehensive intensive study of the International Fire Codes residential and commercial. Preparation to complete the International Code Council "Fire Inspector I and II, and Certified Fire Inspector" examinations.

Prerequisites: Instructor permission.

FIRE 249
Wildland Firefighting **2.5**
Training in basic wildland fire fighting through DNR standards. Includes the effects of fuel, weather and topography on wildland fire behavior; wildland water supply; initial fire ground command; fire suppression methods; wildland/urban interface; and fire protection planning. Successful completion makes participants eligible for Red Card upon employment with a qualifying agency. NFPA 1051.

Prerequisites: Instructor permission.

FIRE 260
Firefighter II and
Hazardous Materials Operations Preparation **1**
Successful students will be qualified to take the International Fire Service Accreditation Congress (IFSAC) Firefighter II, and Hazardous Materials Operations written and practical exams, National Fire Protection Association (NFPA 1001) and (NFPA 472).

Corequisites: Firefighter I, Haz-Mat Awareness certification

Prerequisites: Instructor Permission

FSM 218
Fire Officer I **9**
The crucial building blocks in developing the proper mindset for the fire officer and how this perspective influences his/her operational effectiveness as an emergency services supervisor. The importance of the first-line supervisor being a personal team developer for tasks and challenges that relate to organizational enhancement. In addition to being responsible for suppression operations on the fire ground, the fire officer also plays a key role in the fire cause determination process, evidence preservation, and fire scene security.

Prerequisites: Must have Firefighter I & II, Haz-Mat Ops and Instructor I certification

FSM 220
Fire Officer II **8**
Overview of governmental regulations as they relate to a fire service organization and the legal framework under which a fire company operates. Tactical decisions are generally based on preplanned information derived from inspections, hazard identification, and knowledge of building construction features focus attention on the life safety problems that officers and firefighters will encounter.

Prerequisites: Fire Officer I certificate

FRENCH

See World Languages

Don't see the language you're looking for? Please visit our EverettCC.edu/WorldLanguages for a list of language courses offered at EvCC and at our 5-Star Consortium member colleges.

GED PREPARATION

GED 90
GED Test Prep for Mathematical Reasoning **5**
Focus on mathematical reasoning within quantitative problem solving in measurement, algebraic problem solving with expressions and equations, and algebraic problem solving with graphs and functions. This course is only for students who are interested in preparing for their mathematical reasoning test for the GED. Not eligible for credit toward a high school diploma.

GED 91
GED Test Prep for Language Arts/Social Studies **5**
Focus on language arts and social studies focusing on analyzing and creating text features and technique; using evidence to understand, analyze, and create arguments; apply knowledge of English language, conventions and usage; analyze and create text features in a social studies context; apply social studies concepts to the analysis and construction of arguments; reason quantitatively and interpret data in social studies context. This course is only for students who are interested in preparing for their language arts and social studies tests for the GED. Not eligible for credit toward a high school diploma.

Prerequisites: Eligibility for ENGL 97 or TS 97

GED 92
GED Test Prep for Language Arts with Science **5**
Focus on language arts and science focusing on analyzing and creating text features and technique; using evidence to understand, analyze, and create arguments; apply knowledge of English language, conventions and usage; analyze scientific and technical arguments, evidence, and text-based information; apply scientific processes and procedural concepts; reason quantitatively and interpret data in scientific context. This course is only for students who are interested in preparing for language arts and science tests for the GED. Not eligible for credit toward a high school diploma.

Prerequisites: Eligibility for ENGL 97 or TS 97

GEOGRAPHY

Geography is an interdisciplinary science that focuses on human and physical processes, and the interaction of these processes. There are currently two geography classes that focus on diversity and culture. Geography classes will transfer to four-year schools, and directly prepare students for careers in planning, marketing, communications, and education. A background in geography also creates better global citizens and educates students on most contemporary issues facing the world and local regions today.

GEOG 101
Introduction to Geography **5**
(SS) General introduction to the physical and cultural processes and features of different world regions. Study of various regions in terms of physical and cultural elements to demonstrate contrasting uses of the physical environment around the world.

GEOG 102
World Regional Geography **5**
(SS, D)Globalization and diversity of the major geographical regions of the world. A study of cultural coherence and diversity, population and settlement, geopolitical framework, environmental geography, and economic and social development of each region. Major regions of study include former Soviet Union, Europe, Asia (east, southeast, south and southwest), Africa, North and South America.

GEOG 200
Economic Geography **5**
(SS) Survey of the distribution of industrial, agricultural, resource extraction, and consumption activities of the world. A study of the local, national, and international economic relationships and spatial organization of such.

GEOG 201
Cultural Geography **5**
(SS, D) Study of the interrelationship between cultural or human factors and physical environment in different world regions; research of such cultural factors as religion, language, political systems, economic activity, human migrations, settlement patterns, population factors, and present environmental concerns.

GEOG 205
Physical Geography **5**
(NS-L) A comprehensive study of all systems that comprise physical geography. Survey of physical features of the natural environment and their control, formation, and distribution, including: atmosphere and climate, water bodies, soils, vegetation, the earth's composition, and landforms. Course will utilize a broad variety of computer and geographic skills in interpreting physical geography with spatial analysis, cartography, remote sensing, global positioning systems, and geographic information systems. Students will be exposed to a wide variety of geographic projects and design through lab assignments. Students will conduct primary research studying saltwater and freshwater environments on field trips across the Puget Sound from the Lower Elwha River to Orcas Island (sites vary by quarter). Computer Literacy 101 is recommended.

GEOLOGY

Geology courses involve studying the origin, composition, structure, and shape of Earth's surface and internal features. Most geology courses satisfy the Natural Science Lab (NS-L) graduation distribution requirement.

GEOL 102
Introduction to Geological Science I **5**
(NS-L) Introduction to geologic processes, emphasizing composition and structure of Earth. The dynamic nature of Earth's crust, mantle, and core. The forces that have shaped Earth: earthquakes, volcanoes, plate tectonics and mountain building. Laboratory projects stress hands-on experiments and field experiences.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 86

GEOL& 103
Historical Geology **5**
(NS-L) Introduction to the geologic history of Earth, emphasizing North America and the Pacific Northwest. Topics include plate tectonics, colliding and rifting of the continents, reconstruction of past environments, and the origin and evolution of life. Laboratory projects stress hands-on experiments and field experiences.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 86

GEOL 104
Introduction to Geological Science II **5**
(NS-L) Introduction to the dynamic geologic processes responsible for shaping Earth's surface. Emphasis on the forces that shape Earth's surficial features: rivers, glaciers, groundwater, oceans, and deserts. How humans interact with Earth: geologic hazards, environmental geology and resource management. Laboratory projects stress hands-on experiments and field experiences.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 86

GEOL 105
Dinosaurs and Extinctions **5**
(NS) The Era of Dinosaur evolution and extinction. Emphasizes observation and interpretation techniques used to infer past geological conditions and events. Topics include fossilization, evolution, geologic time, extinction hypotheses, and dinosaur classification and anatomy.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 86

GEOL 106
Survey of Earth Science **5**
(NS-L) Study of Earth as a diverse system of interrelated processes. The origin and nature of Earth's surface, interior, oceans, atmosphere, and surrounding space. Emphasis on the interactions between humans and Earth. Laboratory projects stress hands-on experiments and field experiences.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 86

GEOL 107
Earth Science for Everybody **5**
(NS-L) Hands-on exploration of the Earth and processes that shape its landscape. For non-science majors. Highly recommended for elementary education majors.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 86

GEOL 108
Geological Natural Disasters – Living with the Earth **5**
(NS-L) The underlying geologic processes that cause natural hazards and disasters such as earthquakes, volcanic eruptions, tsunami, floods, and landslides. How humans evaluate and confront the dangers posed by these natural processes. Monitoring, predicting, and mitigating natural hazards and impending disasters.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 86

GEOL& 110
Environmental Geology **5**
(NS-L) Exploration of the relationships and interactions between humans and Earth. Survey and evaluation of Earth's hazardous processes, such as earthquakes, volcanoes, floods, and landslides. The origin and nature of Earth's geologic resources. The environmental implications of extracting and using Earth's resources. Laboratory projects stress hands-on experiments and field experiences.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 86

GEOL 190
Regional Geoscience Field Exploration **1-5**
(NS-L) Field trips to localities of geologic interest in the western United States. Emphasis on use of geologic principles to interpret field evidence found in landscapes and rocks. May be repeated two times for credit.

Prerequisites: Eligibility for ENGL& 101

GEOL& 208
Geology of the Pacific NW **5**
(NS-L) Geologic history of Washington, Oregon and Idaho. Emphasis on use of geologic principles to interpret field evidence found in landscapes and rocks. Weekly field trips to local areas of geologic interest. Optional weekend field trips.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 86

GERMAN

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GLOBAL STUDIES

Global education provides for the study of international issues within a multidisciplinary framework. An education that focuses on the interdependence of communities fuels your ability to contribute to important decision-making processes.

GS 101
Introduction to Global Studies **5**
(SS, D) Introduction to contemporary global issues, drawing on the integrated knowledge and methodologies of multiple disciplines. Topics include population growth, food and water insecurities, environmental impacts, patterns of consumption, the fate of indigenous peoples, global health, and civic activism. Writing assignments represent a significant component of coursework.

Prerequisites: Eligibility for ENGL& 101

GS 105
Global Issues Through Film **5**
(H, D) Examination of contemporary global issues, drawing on films beyond the Hollywood perspective. Topics include the global economy and capitalism, scarcity and distribution of natural resources, global health issues, natural disasters and their effects, and religious/ethnic oppression and conflicts. Films and readings focus on and mostly originate from local and/or native perspectives around the world. Writing assignments represent a significant component of coursework.

Prerequisites: Eligibility for ENGL& 101

GS 185
Introduction to Latin America **5**
(H, D) Introduction to the cultures and societies of Latin America, including selected countries' arts, customs, languages, literature, film, music, peoples and traditions.

Prerequisites: Eligibility for ENGL& 101

GS 186
Pacific Island Cultures **5**
(SS, D) Students explore the cultures of the Pacific Islands (also called Oceania). Examines the social issues that impact these island countries in Melanesia, Polynesia, and Micronesia, including struggles for cultural survival, environmental degradation, the effects of tourism, and migration of populations. Writing assignments represent a significant component of coursework.

Prerequisites: Eligibility for ENGL& 101

GS 187
Introduction to the Middle East **5**
(H, SS, D) With the increased involvement of America in Middle East regions and inflowing groups of diverse immigrants to this country, we are being exposed to Middle East cultures through ethnic diversity, politics, media, business, management, and especially academia. This course is an introduction and survey of Middle East cultures. Covers major issues such as history, religion, women's rights, language, and politics.

Prerequisites: Eligibility for ENGL& 101

GS 188
Introduction to China **5**
(H, SS, D) Introduction to the people, places, events and issues shaping the People's Republic of China today, and the future direction of America-China relations. Students will discover the history of the PRC as it relates to their own history, explore the meaning of civilization and discover their opportunities for personal application in a global society. Political, economic and social vectors which influence the PRC and how those same forces impact students' lives. Students will interact with leaders in America-China relations in Snohomish County, Washington State and the nation.

Prerequisites: Eligibility for ENGL& 101

GRAPHICS AND WEB DESIGN

Graphics and Web Design courses emphasize the communication of ideas through the use of image and typography. Students may pursue a certificate or an Associate in Technical Arts degree. Industry-standard software is used in all courses.

GRAPH 110
Digital Design Tools and Visual Communication **5**
Fundamental skills in digital technology and effective application of visual design. Introduction to visual communication and problem-solving experience in the ideation, research, execution and presentation of projects. Recognition of cultural implications of digital creation, appropriation, and distribution. Required course for Graphics ATAs and Studio or Photography AFAs. Course part of specialized articulation with WSU Everett's Integrated Strategic Communication program.

GRAPH 113
Graphic Design and Typography **5**
Study of design concepts introducing formal compositional issues, including layout design with typography. Focuses on letter-form as image and the relationship between visual and verbal language. Type terminology, technical hierarchy and scale are addressed.

Prerequisites: GRAPH 110 with a grade of C or higher

GRAPH 115
Infographic Design **5**
Create symbols, icons, maps, charts, diagrams, interactive and motion graphics that blend typography, audio and graphic design. Emphasis is on informative graphics that can be shared in print and across Internet and media platforms.

Prerequisites: GRAPH 110 with a grade of C or higher

GRAPH 118
Graphic Design Process **5**
Introduction to a three-step creative problem solving process to explore the development of new ideas in graphic design. Exploring design problems (Inquire), developing ideas (Ideate) and producing graphical products (Implement.) Creation of visual tools to track the creative process from idea through construction and then to post-production analysis using discussions, critiques, course exercises, and visual logs.

Prerequisites: GRAPH 110 with a grade of C or higher

GRAPH 120
History of Graphic Design **5**
(TE) History of graphic design from late 19th century to present day. Discusses the structure and content of graphic design including the divisions between typography, design, visual identity, and publishing over history. Introduction to the relationship of modernist design, manufacturing, technology, and social change. Includes analysis of the Bauhaus, rise of International Style and effect of war and political change and the postmodern movement of the '80s. Discussion of the impact of graphic design software facing designers today.

GRAPH 130
Coding for Web Design **5**
Beginning course in web page construction. Students develop skill in the use of HTML coding to structure a page and the use of CSS to style the page.

Prerequisites: GRAPH 110 with a grade of C or higher

GRAPH 201
Advertising Design **5**
Fundamentals of advertising design, the breakdown of roles within an advertising agency, and the function of the advertising designer relative to this hierarchy. Emphasis placed on accurate communication of the advertiser's message through development of concepts, words and visuals that reflect strategy, positioning and brand personality.

Prerequisites: GRAPH 113 with a grade of C or higher

GRAPH 213
Brand Identity Design **5**
Create two identity systems: one for a traditional company and one for a socially constructive campaign. While a traditional identity system is defined as a logo and a set of rules for that logo's application, the goal of this class is to expand upon the ways a brand identity can be expressed through the manipulation of language, materials, and audience expectation/participation.

Prerequisites: GRAPH 113 with a grade of C or higher

GRAPH 231
Advanced Typography **5**
Advanced typography skills including the history and foundation of letterforms. Emphasis on the placement of display and type in a formatted space and the relationships between the appearance and readability of letterforms. Students work in a traditional context of hand rendering type and are introduced to contemporary technology setting type in page layout software.

Prerequisites: GRAPH 113 with a grade of C or higher

GRAPH 240
Graphic Design For The Web **5**
Principles of graphic design as applied to website design. Use of tools necessary to create websites that are strategic, interactive, energetic and visually imaginative. This course covers the latest methods of website design, development, and production including standards-based HTML, CSS, and media integration. Students will learn the most current techniques for planning, designing, building and testing a fully functional website from start to finish.

Prerequisites: GRAPH 130 with a grade of C or higher, or concurrent enrollment in GRAPH 130

GRAPH 242
Content Management Systems **5**
Installation, customization, and management of a content management system website. Covers working with CSS, integrating media queries, incorporating screen optimized graphics, vital plugins for site enhancements, and search engine optimization.

Prerequisites: GRAPH 240 with a grade of C or higher

GRAPH 252
Booklab **5**
An examination of the form and design of the printed book, the book cover and eBooks. The primary project is the annual publication of Vibrations Magazine. This course will examine the environment surrounding books and reading—the bookshelf, the library, the bookstore, and the Internet.

Prerequisites: GRAPH 113 with a grade of C or higher

GRAPH 271
Dynamic Media Design **5**
Fundamentals of creating interactive prototypes through directed exercises using applications and the open source language processing. Applications include developing interactive graphics, mock-ups and rapid prototypes that address multiple users in a variety of scenarios.

Prerequisites: GRAPH 115 with a grade of C or higher

GRAPH 292
Business Practices For Graphic Design **2**
An in-depth study of the business aspects of the graphic design profession. Common design problems are emphasized, including pricing, estimates, invoices, client relations and professional business conduct. Class uses lectures, demonstrations, research and studio work.

Prerequisites: Instructor permission.

GRAPH 297
Poetry Northwest Graphic Arts Internship **2-5**
Supervised professional work experience as an intern for Poetry Northwest, a literary magazine with international distribution. Students gain practical experience in all aspects of layout and production of a print magazine and development of eReader and interactive web versions. Must have completed most of the required coursework for a graphics degree. Performance will be evaluated by the graphics instructor in conjunction with the editor of Poetry Northwest.

Prerequisites: Instructor permission.

HEALTHCARE MANAGEMENT

HCM 101
Introduction to Healthcare Careers **3**
Overview of clinical and administrative healthcare careers, job roles and duties, salary ranges, required education, and job availability.

Prerequisites: ENGL 98 or above, or concurrent enrollment in ENGL 98

HCM 103
Introduction to the Administrative Medical Office **3**
Introduction to the elements and requirements of medical office administrative programs. Use of program tools and computer fundamentals are covered. Exploration of student success measures and educational and career opportunities as they relate to medical office administrative careers. Introduction to the wide range of healthcare careers and the role of each in development of a cohesive medical care team. Equivalent to MC103. Credit cannot be earned in both HCM103 and MC103.

HCM 107
Spanish Essentials for Healthcare Professionals **5**
Designed to assist non-Spanish speakers in communicating with Spanish speakers at a basic level in the healthcare setting in order to provide comfort and assess basic needs. Review and practice Spanish words as they apply to the healthcare setting. Includes a survey of cultural implications found in an introductory or triage setting.

HCM 120
Healthcare Vocabulary **5**
Study of healthcare vocabulary used in medical coding, medical billing, and other medical office administrative programs. Course includes spelling, pronunciation, meaning, medical word formation, common medical abbreviations, formation of plurals, diagnostic and lab tests. The course focuses on the administrative application of principles learned. Introduction to the use of the medical record as a source document for abstracting terms necessary to perform medical coding and other administrative functions by healthcare professionals. Equivalent to MC120. Credit cannot be earned in both HCM120 and MC120.

HCM 128
Medical Coding for Non-Coders **5**
Introduction to the common coding classification systems used in healthcare. Examine the impact and relationship between medical coding and reimbursement. This course is not intended for students in the Medical Coding Certificate or Medical Billing and Coding ATA programs.

Prerequisites: HCM 120 or MC 120 with a grade of C or higher

HCM 137
Structure and Function of the Human Body **5**
Study of the structure and function of the healthy human body utilizing a system approach. Emphasis is placed on the gross and microscopic anatomy as well as the physiology of the cell, skeletal system, muscular system, nervous system, cardiovascular, respiratory, urinary, reproductive, endocrine, and digestive systems. Includes a full body system review that links structure and function to the process of interpreting clinical documentation for medical code assignment. This is a non-lab-based course. No prior knowledge of biology or chemistry is required. Equivalent to MC137. Credit cannot be earned in both HCM137 and MC137.

HCM 143
Pathopharmacology **5**
A combination of pathophysiology and pharmacology, this course emphasizes disease processes affecting the human body through an integrated approach to specific disease entities, including the study of causes, diagnosis and treatment of disease, as well as the action of drugs, including absorption, distribution, metabolism, and excretion by the body. Pathophysiology and pharmacology content emphasizes understanding of the clinical knowledge to enhance the professional communication in healthcare environments. Equivalent to MC143. Credit cannot be earned in both HCM143 and MC143.

Prerequisites: HCM 137 or MC 137 with a grade of C or higher

HCM 180
Principles of Medical Insurance **5**
Introduction of the medical billing cycle. Explanation of private and government health insurance policies, analysis of insurance forms, and recognition of legal issues and medical confidentiality (HIPAA). Introduction to patient authorization, consent, patient ledger, and claim forms. Use a practice management system to register patients, bill insurance, and monitor payments through the patient ledger.

HCM 181
Law and Ethics for Healthcare Occupations **5**
Introduction to law and ethics as it relates to the medical office setting and patient-provider relationships. Emphasizes being inclusive instead of exclusive while exploring components of social justice and cultural diversity in the ambulatory health care setting. Topics include bioethics, professional liability, public duties, informed consent, employment practices, allocation of scarce medical resources, genetic engineering, and choices in life and death.

HCM 182
Medical Reception **5**
Preparation to perform medical front office duties including being HIPAA compliant, scheduling appointments, communicating with patients with various abilities and with healthcare professionals, monitoring release of patient information, recognizing safety hazards, and creating welcoming office environments.

Prerequisites: CL 101 with a grade of C or higher

HCM 187
Electronic Health Records **5**
How personal health information is captured, used, stored, and retrieved on paper, hybrid, and electronic formats. Focus on the workflow, record types, and regulatory standards. Students will gain hands-on experience with an electronic health record.

Prerequisites: HCM 120 or MC 120, and HCM 182, each with a grade of C or higher

HCM 206
Introduction to Healthcare Risk Management **5**
Introduction to the concept of risk management in the healthcare setting, including a historical perspective on the development of healthcare risk management, the role of a risk manager, and compliance with federal and local agencies in various healthcare settings.

Prerequisites: Eligibility for ENGL& 101 or concurrent enrollment in ENGL 98

HCM 207
Law, Healthcare, and Patient Safety **5**
Overview of applicable federal, state and local health and safety laws relevant to the practice of healthcare risk management and patient safety, including occupational and environmental risk exposures, accident prevention, and emergency management.

Prerequisites: Eligibility for ENGL& 101 or concurrent enrollment in ENGL 98

HCM 208
Healthcare Risk Management and Liability **5**
Overview of the principles of malpractice and liability insurance, the conduct of malpractice litigation, and the settlement of malpractice claims. Course will provide students with information on accurate documentation in the medical record and an introduction to the emerging liabilities facing healthcare organizations.

Prerequisites: Eligibility for ENGL& 101 or concurrent enrollment in ENGL 98

HEALTH SCIENCES

See Emergency Services

Health Sciences program offerings include certificate and degree options in Medical Assisting, as well as certificates in Phlebotomy Technician, Healthcare Risk Management and Medical Spanish Interpreter. Additionally, a range of Health Science courses are offered for general interest and/or prerequisites for Nursing, Physical Therapy Assistant, Radiology Technology and other health care professions.

Medical Assisting

The Everett Community College Medical Assisting Certificate program is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of the Medical Assisting Education Review Board (MAERB). Commission on Accreditation of Allied Health Education Programs (1361 Park Street, Clearwater, FL 33756, 727/210-2350).

This program offers a path to a nationally accredited certificate to students who prepare as a multi-skilled professional working under the supervision of a physician or other licensed health care provider. As defined by Washington State Law, a medical assistant is an unlicensed person who assists a licensed health care practitioner in providing health care to patients. Upon completion of the program, the student is eligible to write for the national certification examination. Students earn a Certificate in Medical Assisting and have the option to earn an Associate in Technical Arts (ATA) degree or the Associate in Applied Science – Transfer (AAS-T).
Program length: Certificate - 85 credits, ATA - 90 credits, AAS-T – 110 credits

See Health Sciences course listings.

Medical Interpreter - Spanish

EvCC's Health Sciences Department offers a ten-credit certificate in Medical Interpreting for Spanish focused on the linguistic skills required of medical interpreters to successfully perform their interpreting duties in a medical setting. Native-like fluency in both languages is required.

See HLTH 100 and HLTH 160.

Phlebotomy Technician

This ten-credit course provides students with the phlebotomy skills necessary to work in the healthcare field as Phlebotomy Technicians. Upon successful completion of didactic and clinical externship training, the successful student is eligible to sit for the national certification exam for Phlebotomy (PBT) sponsored by the American Society for Clinical Pathologists (ASCP). Program prerequisites include English 98 or 101&, Health 100 and Health 102.

See HLTH 220.

HLTH 080
HIV/AIDS Training **.7**
Satisfies the mandatory seven-hour HIV/AIDS educational requirement of the State of Washington for health care professionals. Topics include transmission, disease process, and current treatment options for HIV/AIDS. Testing and counseling guidelines and requirements are also discussed. Additionally, legal, ethical and psychosocial issues are addressed.

HLTH 100
Medical Terminology **5**
Study of medical terminology, relating terms to the anatomy and physiology of the body. This course is designed for students working toward proficiency in medical language as well as for students entering health occupations, such as medical assistants, medical transcriptionists, receptionists, administrative support, and billing specialists.

Prerequisites: Eligibility for ENGL& 101

HLTH 102
Applied A & P **5**
Emphasizes the relationship between the structures of the human body, related functions, and clinical applications in both healthy and unhealthy states. Concepts of homeostasis will be explored, along with the consequences to the human body when homeostasis is disrupted. Familiarity with medical terminology is desired. No prior knowledge of biology or chemistry is required.

Prerequisites: Eligibility for ENGL& 101

HLTH 109
First Aid and Basic Life Support **1**
Training and certification in American Heart Association (AHA) Basic Life Support (BLS) for adults, children, and infants including Cardiopulmonary Resuscitation (CPR), use of an Automated External Defibrillator (AED), clearing of an airway, and rescue breathing. First Aid will focus on life threatening situations and conditions and includes, but is not limited to, control of bleeding, shock management, diabetic and environmental emergencies, and physical assessment of the victim.

HLTH 130
Disease and Pathology **4**
Overview of the disease processes of major conditions, including infectious diseases, major neoplastic conditions, and major congenital diseases. The focus is on human diseases that are first diagnosed in the clinical setting. The etiology, signs and symptoms, diagnosis, treatment and prognosis of each disease are studied. Primary prevention of the disease is also discussed.

Prerequisites: HLTH 102 with a grade of C or higher, OR BIOL& 231 and BIOL& 232, each with a grade of C or higher

HLTH 135
Administrative Skills: Office Management **4**
General medical office management, including medical records management, mail processing, scheduling appointments, managing the physician's professional schedule, developing office policies and procedures, and providing information to patients related to community resources and health education.

Prerequisites: ENGL 98 or ENGL& 101, and MATH 76 or TS 76 or higher, each with a grade of C or higher

HLTH 136
Administrative Skills: Practice Finance **4**
All aspects of medical practice finances, including bookkeeping systems, third-party billing, coding systems, accounting and banking procedures, and employee payroll. Management of medical practice finances integral to an ambulatory care facility.

Prerequisites: ENGL 98 or ENGL& 101, and MATH 76 or TS 76 or higher, each with a grade of C or higher

HLTH 150
Intercultural Communication in Health Care **5**
(D, R) Introduction to intercultural interpersonal communication techniques as they apply in a healthcare setting. Focuses on the roles of verbal and nonverbal codes in the development of intercultural interpersonal relationships, explains cultural competence and its implications within the healthcare delivery system, discusses obstacles to intercultural communication, examines role behaviors and attitudes regarding healthcare and describes communication with people who have altered health states.

Prerequisites: ENGL& 101 with grade of C or higher.

HLTH 160
Medical Interpreting - Spanish **5**
Provides a framework for understanding the role of the professional Spanish/English medical interpreter which includes medical interpreting standards of practice, ethics, and cultural advocacy. Skill development includes a range of interpreting tasks as well as medical vocabulary, phraseology, and expressions necessary to interpret the most common medical signs, symptoms, and treatment-related terminology used during patient-provider interactions.

Prerequisites: HLTH 100 with grade of C or higher

HLTH 205
Medical Law and Ethics **4**
Designed to incorporate the principles of critical thinking, the course will focus on pertinent laws at the federal and state levels, examining their application to the clinical practice including: confidentiality, HIPPA regulations, release of patient information, licensure, medical malpractice, and risk management. Examination of current bioethical issues and their impact on the practice of medicine.

Prerequisites: ENGL 98 or ENGL& 101, and MATH 76 or TS 76 or higher, each with a grade of C or higher

HLTH 210
Principles of Pharmacology **4**
Addresses the forms and classifications of medications, drug actions and uses, the effects of drugs on the body systems and possible side effects of medications. Important aspects of patient safety, pharmacodynamics and medication reactions are studied. Evaluates and addresses issues in educating patients, including age, gender, disease processes and psychosocial and cultural influences. Emphasis on the fifty most commonly prescribed drugs.

Prerequisites: ENGL 98 or ENGL& 101, and MATH 76 or TS 76 or higher, each with a grade of C or higher

HLTH 220
Phlebotomy Technician Training **5**
Preparation for national phlebotomy certification examinations. Designed for those with no prior knowledge of phlebotomy procedures. Includes advanced cardiovascular anatomy and physiology, therapeutic communication, healthcare professionalism, ethical considerations, phlebotomy techniques, quality assurance, and medical laboratory information. All procedures developed from the Clinical Laboratory Standards Institute.

Prerequisites: Instructor permission.

HLTH 221
Phlebotomy Practicum **4**
Preparation for national Phlebotomy certification examinations. Practicum allows students to integrate phlebotomy skills, quality assurance, and relevant medical laboratory knowledge into the care of patients. Includes 120 hour unpaid clinical externship at area hospitals or clinics as arranged by instructor.

Prerequisites: Instructor permission.

HLTH 231
Clinical Skills - Surgical **4**
Develops the skills needed to perform the duties of the medical assistant. Areas include sterile techniques, OSHA requirements, equipment preparation, identification and sterilization, pre-surgical procedures, decontamination after surgery, wound care management, orthopedic and rehabilitation needs, assisting with minor office procedures, radiologic and diagnostic imaging procedures, and preparation for patient education. Instructor permission required to repeat course; one repeat past initial enrollment.

Prerequisites: HLTH 100; either HLTH 135 or HLTH 136; ENGL& 101; BUS 130 or MATH/TS 76 or higher; each with a grade of C or higher

HLTH 232
Clinical Laboratory Skills **4**
Develops the skills needed to perform duties of a medical assistant in the laboratory of a general outpatient medical practice. Concepts of laboratory safety, quality assurance, microbiological features of various pathogenic and nonpathogenic microbes, transmission-based precautions, laboratory techniques for specimen collection, specimen handling and processing. Skills and techniques utilized to support and enhance the physician's diagnostic procedures and treatment options. Develops critical thinking skills through participation in simulated laboratory exercises, simulated patient care via written formats and simulated laboratory results evaluation and processing.

Immunizations required.

Instructor permission required to repeat course; one-time past initial enrollment.

Prerequisites: Instructor permission.

HLTH 241
Medication Administration **4**
Emphasizes the methods and procedures used for calculating, preparing and administering medications to patients across the lifespan. Addresses safety regulations and procedures as well as the legal and administrative responsibilities involved in prescribing, dispensing and administering medications.

Prerequisites: Instructor permission.

Corequisites: HLTH 241, HLTH 242 and HLTH 243 must be taken concurrently

HLTH 242
Principles of Phlebotomy **4**
Psychomotor instruction in phlebotomy procedures and techniques for students with no prior experience in drawing blood for diagnostic testing. Documentation, various laboratory tests, quality control and safety rules regarding lab equipment and chemicals are covered.

Prerequisites: Instructor permission.

Corequisites: HLTH 241, HLTH 242 and HLTH 243 must be taken concurrently

HLTH 243
Clinical Skills - Ambulatory **4**
Focus on medical assisting concepts of professionalism, therapeutic communication, patient care, equipment and diagnostic procedures utilized during examinations to assist the licensed medical provider. Clinical skills include vital signs, cardiopulmonary exams, vision and hearing screening exams, preventative healthcare coaching and maternal/pediatric care. Twenty hours of simulated clinical practice will be provided.

Prerequisites: Instructor permission.

Corequisites: HLTH 241, HLTH 242 and HLTH 243 must be taken concurrently

HLTH 251
Medical Assisting Clinical Practicum **6**
Provides students a safe, supervised clinical work experience, in an outpatient ambulatory setting, in which to apply didactic theories. The externship experience provides students an opportunity to put into practice their administrative and clinical skills, to foster professional growth and self-confidence in the role of a medical assistant. Students are also provided an opportunity to discuss professional concerns, events, and activities that pertain to medical assisting. Weekly seminar topics will be chosen. 160 clinical hours. Instructor permission required to repeat course.

Prerequisites: Instructor permission.

HIGH SCHOOL COMPLETION

Adult High School Completion Program

Everett Community College offers a High School Completion Program for students wishing to finish their diploma requirements. Most students within our traditional High School Completion (HSC) program are 19 years of age and older. This program evaluates previous high school transcripts and works with the students to take the classes needed to fill in the subject gaps from high school. Our High School 21+ (HS21+) program is designed for students 21 years of age and older. Just as our HSC program does, EvCC will evaluate previous high school transcripts and work with the student to fill in the subject gaps. Within HS21+, in addition to taking classes to fulfil subject gaps, a student can also show competency for subject matter in a variety of ways. To get started, a student should request their official transcripts from their previous high school, submit them to Everett Community College, and attend a Transitional Studies Orientation.

HSC 10
ELA Level 1 Communications **10**
First level of communications for non-native speakers. Focus on listening, speaking, reading, writing, digital literacy, and math skills necessary for transition to college and employment.

HSC 12
ELA Conversation **3**
Equips students with basic English listening and speaking skills. Intended for students taking or eligible to take ELA 20 or ELA 30.

HSC 13
ELA Grammar **3**
Equips students with basic English grammar skills to improve communication in both spoken and written forms. Intended for students taking or eligible to take ELA 20 or ELA 30.

HSC 14
Introduction to Vocabulary and Reading **3**
Designed to improve academic reading skills for non-native speakers of English. Focus on mastery of reading vital information for daily living skills in our community, using resources to build skills, and basic reading strategies.

HSC 20
ELA Level 2 Communications **10**
Second level of communications for non-native speakers. Focus on listening, speaking, reading, writing, digital literacy, and math skills necessary for transition to college and employment.

HSC 21
High School Completion English **5**
Individual attention in basic grammar, punctuation, paragraph construction, development of literary response techniques and interpretation of American literature through reading, writing and seminars. Requirements may include oral presentations.

HSC 22
High School Completion English 2 **5**
Individual attention in basic grammar, punctuation, paragraph construction, development of literary response techniques and interpretation of American literature through reading, writing and seminars. Requirements may include oral presentations.

HSC 23
Intro/Reading Literature **5**
Individual attention in basic grammar, punctuation, paragraph construction, development of literary response techniques and interpretation of American literature through reading, writing and seminars. Organization of grammar and composition skills into comprehensive written communication assignments.

HSC 30
ELA Level 3 Communications **10**
Third level of communications for non-native speakers. Focus on listening, speaking, reading, writing, digital literacy, and math skills necessary for transition to college and employment.

HSC 31
Reading High School US History I **5**
Analysis of important themes in American social and political history from Revolutionary America to the Civil War. Development of academic literacy including evaluation of content, examining points of view and text analysis.

HSC 32
Reading American Government and Civics
Emphasis on the critical role of American citizenship through discussion of the Constitution and the Bill of Rights. Students will read, write, listen speak and think critically about how our government operates and their rights and responsibilities as citizens.

HSC 33
Reading High School US History II **5**
Analysis of important themes in American social and political history from Revolutionary America to the Civil War. Development of academic literacy including evaluation of content, examining points of view and text analysis.

HSC 34
Reading Washington State History **5**
Integrated reading, writing, listening, speaking, and critical thinking focusing on Washington State history through multicultural perspectives. Students will examine Washington's social, cultural, economic, geographical and political history as well as explore current State issues. Focus on analytical reading of primary and secondary sources.

HSC 37
Reading High School WA State/US History II **5**
Analysis of important themes in American social and political history from Revolutionary America to the present with regional dimensions in Washington State and the Pacific Northwest. Includes the development of literacy, response techniques and interpretation of materials with an emphasis on cause and effect.

HSC 53
Life Science I **5**
Basic development of two of the five core ideas in the life sciences: structures and function; inheritance and variation of traits. Analysis of scientific methods and critical thinking. Integrated activities and a science project are required.

HSC 54
Life Science II **5**
Basic development of three of the five core ideas in the life sciences: matter and energy in organisms and ecosystems; interdependent relationships in ecosystems; natural selection and evolution. Analysis of scientific methods and critical thinking. Integrated activities and a science project are required.

HSC 60
Basic Math Skills II **5**
Fractions, decimals, proportions; order of operations; evaluation and simplification of algebraic expressions with whole numbers; solving algebraic equations with whole numbers. Equivalent to TS 60. Credit cannot be earned in both HSC 60 and TS 60.

HSC 64
Reading Essentials **5**
Reading skills designed to introduce students to the academic classroom. Focus on personal, social, cognitive and knowledge-building framework for reading. Introduction to a variety of texts, including those with diversity and social justice themes.

HSC 66
Basic Math Skills **5**
Fractions, decimals, proportions, order of operations; evaluation and simplification of algebraic expressions with whole numbers; solving algebraic equations with whole numbers.

HSC 70
Preparation for Algebra **5**
Proportions and percentages; integers; order of operations; evaluation and simplification of algebraic expressions; solving algebraic equations with fractions, decimals and integers.

Prerequisites: Placement into HSC 70 via an assessment, or TS 60 or HSC 66 with a C or higher,

HSC 74
Intro to Study Skills & College Navigation **5**
Focus on college preparation, reading for meaning, information, and study skills. This course is designed for the student who is returning to school or is seeking ways to survive in college. Identify learning styles, manage time, utilize student support services, read textbooks, taking notes and tests, and using library and EvCC webpage resources. Major and career options will be explored, and FAFSA or WASFA will be introduced.

HSC 76
Mathematical Literacy **5**
Review of basic concepts in mathematics focusing on real-world applications and conceptual understanding. Topics include: prime factorizations; operations on rational numbers; evaluation of algebraic expressions; ratios, proportions, and percentages; reading graphical interpretations of data; plotting graphs; writing linear relationships using algebra. Equivalent to MATH 76 and TS 76. Credit cannot be earned in both HSC 76 and either MATH 76 or TS 76.

Prerequisites: Eligibility for MATH 76

HSC 77
Introduction to Writing **5**
Introduction to writing through developing knowledge of grammar, usage and sentence structure. Students learn to organize ideas logically, express opinions and provide supporting ideas. Students learn how to provide a concluding statement, do a short research project and take notes on information they have gathered. Students participate in class and small group discussions and explore further education opportunities.

HSC 81
Geometry I **5**
A basic introduction to congruence, proof, and constructions; similarity and trigonometry; extending to three dimensions.

Prerequisites: MATH 76 or equivalent with a grade of C or higher

HSC 86
Essentials of Intermediate Algebra **5**
Introductory course in mathematical reasoning, focusing on real-world applications and conceptual understanding. Topics include ratios and percentages, linear models, quadratic applications, algebraic manipulation, statistical measures of center, and geometry. Equivalent to TS 86 and MATH 86. Credit cannot be earned in both HSC 86 and either TS 86 or MATH 86.

Prerequisites: Eligibility for MATH 86

HSC 87
Writing Structure and Academic Planning **5**
Development of grammar, punctuation and sentence style skills including compound and complex sentences. Topics in writing include understanding academic opportunities that will lead to transition to college or vocational programs. Credit cannot be earned in both TS 87 and HSC 87.

Prerequisites: Transitional Studies orientation and assessment

HSC 97
Introduction to College Paragraphs **5**
Prepares students for college writing, including advanced grammar and sentence styles and the paragraph structure. Introduces information literacy, research skills, and group projects. Equivalent to AEP 97, ENGL 97 and TS 97. Credit cannot be earned in both HSC 97 and either AEP 97, ENGL 97 or TS 97.

Prerequisites: Transitional Studies orientation and assessment

HSC 98
Introduction to College Essays **5**
Prepares students for college writing, including formal academic writing styles and the essay structure. Introduces information literacy, research skills, and documentation styles in order to transition successfully to college level classes. Equivalent to ENGL 98 and TS 98. Credit cannot be earned in both HSC 98 and either ENGL 98 or TS 98.

Prerequisites: Transitional Studies orientation and assessment

HISTORY

The study of history provides context and better prepares a person to understand the current state of affairs in our world. Studying history teaches an individual to critically think and analyze complex situations. These skills are invaluable in the world of today. One does not need to be a history major to benefit from taking an array of history courses while pursuing a transfer degree into another discipline. The study of history will enable a student to engage life and the professional world with a depth of understanding and ability.

HIST 100
Ancient & Medieval Worlds **5**
(H, SS) Development of human endeavors from prehistoric time to the late Middle Ages. Emphasis on the cultural, social, political and economic aspects of the great civilizations of this period.

HIST 103
World Civilization **5**
(H, SS, D) General introduction to world history, emphasizing understanding and respect for diverse cultures and tracing the broad themes of historical change from a variety of perspectives, including social organization, culture, technologies, art, religion, and spiritual values.

HIST 111
Western Civilization to 1648 **5**
(H, SS) Survey of the history of the Ancient Near East, Mediterranean civilizations, and ancient and early modern Europe from the Stone Age through the Thirty Years' War. Major developments in politics, technology, philosophy, religion and the arts. Topics include ancient Sumer and Egypt, Israel, Greece, Rome, the Middle Ages, the Renaissance, the Reformation, the voyages of discovery, and the national monarchies. Credit cannot be earned in both HIST 100 and 111.

HIST 112
Western Civilization 1648 to Present **5**
(H, SS) Survey of the history of early modern and modern European civilization from the Thirty Years' War to the present. Major developments in politics, technology, philosophy, religion, and the arts. Topics include national monarchies, the Enlightenment, the American and French Revolutions, Napoleon, the Industrial Revolution, nationalism, socialism, imperialism, the world wars, Hitler and Stalin, the Cold War, and industrial democracy.

HIST& 146
US History I **5**
(H, SS) First of a three-part survey of American history. Discovery and colonization of the Americas, growth of a new culture, independence, organization of the American union, growth and expansion of American nationalism, Jeffersonian and Jacksonian democracy.

HIST& 147
US History II **5**
(H, SS) Second of a three-part survey of American history. Slavery, the Civil War, Reconstruction, industrialization and urbanization, the late 19th century agrarian protest movement, America's development as a world power, the Progressive movement and America's involvement in World War I.

HIST& 148
US History III **5**
(H, SS) Third of a three-part survey of American history. Emphasis on the critical changes in domestic and foreign affairs which have shaped the character of contemporary life.

HIST 170
Multicultural American History **5**
(H, SS, D) This course examines 400 years of American ethnic diversity, beginning with Native Americans and the first African and European "foreigners" arriving in the Colonial era to the diverse ethnic makeup that characterizes life in the United States today.

HIST& 214
Pacific Northwest History **5**
(H, SS) A history of the Pacific Northwest, including but not limited to Washington, Oregon, and Idaho. Topics include economic, political, and cultural developments; interactions between diverse peoples and their environment; regional identity, migration, and the interconnection of regional, national, and global circumstances.

HIST& 215
Women in U.S. History **5**
(H, SS, D) Introductory survey of Women in U.S. History from pre-colonial times to the present. Explores women's experiences and examines the ways that race, ethnicity, sexuality, religion, and socioeconomic status shaped societal definitions of what it meant to be a woman. Analyze and interpret the ways diverse groups of women navigated, exposed, and challenged gender definitions and roles, as well as social and legal gains via reform efforts and social justice campaigns. Explore women's experiences in the following time periods: Indigenous women, colonization, female slaves, Puritan women and witches, mothers and daughters of the Revolution, female labor, gender and social reform movements, women and the Civil War, women in the west, American Indians in boarding schools, suffrage and rights, depression and prosperity, women in the military, women's liberation, gender and the rise of the right, and women in a global age.

Prerequisites: Eligibility for ENGL & 101

HIST 217
History of Technology **5**
(H, SS) Survey of the history of technology, tracing interaction between technological innovation and historical and social change. Issues of technology and social justice. Focus on the passage from one technological age to the next and the consequences of this change on humans, the environment, and a global community. Assessing historical arguments surrounding technological innovation as progress or disaster. Perspectives on technological change and inequality, national identity, communication and social control, and the integrity of political institutions.

Prerequisites: Eligibility for ENGL& 101

HUMAN DEVELOPMENT

Human Development courses are designed to support students' success in their educational, career and personal development. Human Development courses can be applied toward most transfer degrees as List B: Applied Electives. Contact: Counseling and Career Services, third floor Parks Building, 425-388-9263.

H DEV 105
Overcoming Math Anxiety **2**
Helps students confront math anxiety and develop coping strategies in order to be more successful in mathematics courses.

H DEV 110
Career and Life Planning **3**
Examination of personal career possibilities in the world of work. Activities focus on self-assessment through testing, values clarification, occupational surveys, and identification of strengths. Resume writing and job interviewing skills may be covered. Class composition and need determine which areas instructor emphasizes.

H DEV 155
Human Relations in the Workplace **3**
(R) Principles and techniques for building and maintaining successful relations with co-workers, supervisors, and employees. Includes job beginnings, goal setting, leadership styles, self-motivation, effective communication, and conflict management. This course meets the college criteria for fulfillment of the Human Relations requirement in professional/technical programs.

H DEV 156
Stress Management **2**
Helps students become more aware of the sources of stress in their lives, the consequences of stress for the way they think, feel, and act, and methods of reducing and coping with stress.

H DEV 201
Living and Working in a Diverse Society **5**
(D) Introduction to building and developing skills for living and working within a diverse society. Focus on understanding multiple cultural traditions and values as well as learning interaction skills across cultures. Topics and concepts such as race, ethnicity, age, gender, social class, religion, abilities and sexual orientation are explored in the class.

Prerequisites: Eligibility for ENGL& 101

HUMAN SERVICES

Human Services courses are designed to introduce students to the field of Human Services. Many Everett Community College students transfer to Western Washington University's Human Services bachelor's degree program located in Everett (425-405-1640).

HUMS 101
Introduction to Human Services **3**
(TE) Survey of the historical and theoretical perspectives of human services. Includes investigation of contemporary issues and discussions of career and educational opportunities.

HUMS 182
Service Learning **1-2**
Service Learning combines the opportunity of volunteerism with academic applications of social, economic, and political issues important to the local community. Provides for real-life application of skills and knowledge that extends learning beyond the classroom and into the community. May be repeated up to six credits.

Prerequisites: Instructor permission.

HUMANITIES

The Humanities include disciplines that ask questions about meaning, value, and significance and use interpretive, non-quantitative methodologies to probe and express the human condition.

Interdisciplinary study in the Humanities provides you with an arena for the integration of learning, focusing the smorgasbord of general education courses into a more coherent and integrated foundation for your later academic endeavors and preparing you for a future that demands breadth as well as depth of preparation. Students wishing to complete a Humanities emphasis for their Associate in Arts and Sciences - DTA degree should obtain a copy of the Humanities program map.

HUM& 101
Introduction to Humanities **5**
(H) An interdisciplinary introduction to the Humanities as they raise questions of meaning, value, and significance and probe, transmit, and critique the experiences of humanity. Also explores the Humanities as a primary vehicle of cultural memory. The Humanities are those disciplines, such as history, art, music, philosophy, and literature that employ interpretive, non-quantitative methodologies to express the human condition in all of its diversity. Emphasizes reading, critical thinking, and writing skills.

Prerequisites: Eligibility for ENGL& 101

HUM 110
Introduction to American Cultural Studies **5**
(H, SS, D) An interdisciplinary introduction to American Cultural Studies as an analysis of issues, concepts and theories of the Americanization process and American cultural values. Topics such as race, ethnicity, social class, privilege, gender and religious beliefs are explored through history, literature, sociology, art and communication.

Prerequisites: Eligibility for ENGL& 101

HUM 125
Negotiating Nature **3 or 5**
(H) Investigation of the concepts of nature and wilderness in America through the lens of those disciplines, such as history, art, music, philosophy and literature, that employ interpretive, non-quantitative methodologies to probe and express the human condition.

HUM 150
Surviving the Holocaust **5**
(H, D) Written, filmed, and live testimony of Holocaust survivors considered from the perspectives of literature, history, sociology, psychology, art, film, philosophy, and theology.

Prerequisites: Eligibility for ENGL& 101

HUM 160
Introduction to Japanese History and Culture **5**
(H, D) Analysis of the historical development of Japan and its effects on modern-day Japanese society, as well as the study of Japanese values and behaviors, to better understand communication styles, social and business relations and management styles.

Prerequisites: Eligibility for ENGL& 101

HUM 166
Germany in Transition -
Toward a Multi-Ethnic Civilization **5**
(H, D) Survey of past and modern German cultures, concentrating on major periods in literature, language, politics, art, architecture, religion, film and music. Focuses on the increasingly multi-ethnic population of Germany, its position and future in the European Union and its relationship to the global community.

HUM 175
Introduction to Modern Italian History and Culture **5**
(H) Survey of modern Italy, beginning with its unification, Il Risorgimento in 1860, through the country's evolution from a ravaged, post-war agrarian society into one of the leading industrialized countries in the Western World. Other topics will include Italian fascism, Mussolini, political structure, separation of church and state, economic recovery, social transformation in the 1950s and 1960s, terrorism, organized crime, Italy's low birth rate and aging population, and recent waves of immigration. Overview of Italy's historical, cultural, political, and social characteristics.

Prerequisites: Eligibility for ENGL& 101

HUM 180
Introduction to Latinos in the United States **5**
(H, SS, D) Introduction to the history, culture, and socio-economic development of Latino communities in the U.S. Specifically, the course will examine the communities of Cuban, Mexican, and Puerto Rican origin as well as post-1965 immigrant populations from various sending areas of the Americas. Through the study of history, current events and literature, students will be able to articulate the diversity within the largest ethnic group in the United States as well as the dominant themes that characterize the lives of U.S. Latinos.

Prerequisites: Eligibility for ENGL& 101

HUM 184
Humanities Showcase **1-2**
(HP) Allows students to showcase their creative work in the Humanities at an EvCC Humanities conference/festival. May be repeated up to six credits.

Prerequisites: Instructor permission.

HUM 197
Honors Symposium: The Art & Science of Happiness **5**
(H) Introduces the study and pursuit of happiness, integrating theory and research findings from an interdisciplinary and diverse perspective while emphasizing writing skills, critical thinking, and information literacy. Incorporates a focused exploration of a selected annual topic and alternating guest faculty presentations from a variety of disciplines. Foundation course required for the Honors Program.

Prerequisites: Eligibility for ENGL& 101

HUM 200
Introduction to Gender Studies **5**
(H, SS, D) Interdisciplinary introduction to the study of gender, approached from the perspective of both the social sciences and humanities, and will include comparisons with non-Western cultures. Exploration of the intersectionality of gender with various categories such as race, class, sexuality, and (dis)ability in understanding the lives and struggles of humans. Gender and women's rights, power, privilege, sexuality and health, family life and work, religion, globalization, and social change. Promotes critical thinking on the issues of gender and women's rights.

Prerequisites: Eligibility for ENGL& 101

HUM 227
History of the American Comic Book **5**
(H) Introduction to the American comic book, with a focus on the medium's development within the larger context of U.S. history. Topics include comic-book elements, styles, creators, characters, genres and historical periods.

HUM 247
Introduction to World Religions **5**
(H, D) Survey of the world's major religions including Islam, Judaism, Christianity, Hinduism, Buddhism, and others. Examination of the beliefs, rituals, experiences, stories, theologies, ethical codes, institutions, and physical manifestations of these religions.

INFORMATION TECHNOLOGY

Everett Community College offers degrees and certificates in Information Technology. The Computing Technician certificate includes the CompTIA A+ certification and Microsoft MTA certifications in the Windows Operating System and Networking. It prepares students for entry-level positions such as PC repair, workstation deployment, or end-user technical support. The Systems Specialist certificate builds on this foundation with more advanced courses. It includes Microsoft MTA certifications in Windows Server and Security. The Networking Specialist certificate prepares students to manage small and medium-sized computer networks. It includes the Cisco CCENT and CCNA certifications.

Students seeking a two-year degree will earn an Associate in Technical Arts (ATA) degree in Information Technology after completing the requirements for all three certificates (Computing Technician, Systems Specialist, and Networking Specialist), fulfilling general education requirements, and completing a required Computer Careers Internship. In addition, students who are ultimately seeking a bachelor's degree may elect to pursue an Associate in Applied Science – Transfer (AAS-T) degree that satisfies transfer requirements for Central Washington University, Western Governors University, and other four-year partner institutions.

IT 101
Information Technology Foundations **5**
Orientation to academic and career opportunities in the Information Technology field. Topics include computer terminology, hardware, operating systems, data management, security concepts and ethics. Students explore Information Technology career options and prepare for internships in the field. Each student creates a personal academic pathway. Learning resources and continuing education opportunities are introduced. This class offers the CompTIA IT Fundamentals industry certification.

IT 103
Managing Personal Devices **3**
Foundational understanding of computing, including knowledge and use of computer hardware, software, and operations systems with mobile devices and cloud computing. Types of computers, how they process information, and the purpose and function of different hardware components. General computer knowledge, including basic hardware, software, networking and troubleshooting.

Prerequisites: Eligibility for ENGL 98

IT 105
Internet Safety and Securing Personal Technology **3**
Cybersecurity training for all technology users. Equips students with the necessary knowledge and skills to protect their personal information and digital assets. Learn skills to take the necessary steps to mitigate security exposure. Fundamental understanding of various computer and network security threats such as identity theft, credit card fraud, online banking phishing scams, virus and backdoors, emails hoaxes, sex offenders lurking online, loss of confidential information, hacking attacks and social engineering.

Prerequisites: Eligibility for ENGL 98

IT 107
Living Online **3**
Foundational understanding of how to effectively use a computer in an Internet or networked environment. Introduction to electronic communication and how to communicate using electronic mail, social networks and other communication methods basic skills required to evaluate information. Research and evaluate current relevant technologies that are used to manage everyday tasks in a connected world.

Prerequisites: Eligibility for ENGL 98

IT 109
Understanding and Managing Apps **3**
Introduction to app culture elements to understand how to obtain and maximize the use of some of today's most popular apps. Research, obtain and install apps to perform common functions of application software from computer and mobile devices. Introduction to different app genres that include productivity, reference, social media, music, and health. Strengths and limitations of apps and applications such as compatibility, productivity, and appropriate device usage.

Prerequisites: Eligibility for ENGL 98

IT 110
Information Technology Fundamentals **5**
Introduction to basic Information Technology (IT) knowledge and skills. Covers foundational IT concepts including identifying and explaining computer components, installing software, establishing network connectivity and presenting security risks. Focuses on the essential IT skills and knowledge needed to perform tasks commonly performed by advanced end-users and entry-level IT professionals. Helps to determine competency for Information Technology as a career path. Credit cannot be earned in both IT 110 and IT 101.

Prerequisites: Eligibility for ENGL 98 AND MATH 86.

IT 111
Networking 1 **5**
Fundamentals of computer networking, including hands-on experience in Windows networking. Network infrastructure, wireless network hardware such as cabling, switches, routers, protocols, and TCP/IP tools.

Prerequisites: STEM 103 or STEM 105, AND ENGL 98, each with a grade of C or higher, AND eligibility for MATH 86

IT 112
Networking 2 **5**
Introduction to Cisco networking, including both theory and practical experience. First of three courses leading to CCNA industry certification.

Prerequisites: IT 111 with a grade of C or higher

IT 113
Networking 3 **5**
Second course in CCNA pathway that builds on the knowledge gained in the prerequisite course and introduces switching concepts. Static routing, router redundancy, and EtherChannel will be examined along with enterprise wireless implementations using a WLC.

Prerequisites: IT 112 with a grade of C or higher

IT 145
Digital Forensics **5**
Examining the fundamentals of system forensics, such as the nature of forensics, the role of computer forensics specialists, computer forensic evidence, and application of forensic analysis skills. It also gives an overview of computer crimes, forensic methods, and laboratories. It then addresses the tools, techniques, and methods used to perform computer forensics and investigation. Explores emerging technologies of digital forensics.

IT 161
Computer Hardware and Technical Support **5**
Hands-on experience with computer hardware assembly and repair, including laptop and printer troubleshooting and Windows networking Operational procedures, customer service, and documentation.

Prerequisites: STEM 103 or STEM 105, AND ENGL 98, each with a grade of C or higher, AND eligibility for MATH 86

IT 162
Computing Operation and Troubleshooting **5**
Computing operation and advanced troubleshooting of hardware and operating systems in alignment with Information Technology standards. Students receive hands-on experience with operating system installation and configuration, computer security principles, and mobile device operation.

Prerequisites: IT 111 and IT 161, each with a grade of C or higher

IT 175
Assessing and Securing Industrial Control Systems **5**
Introduction to Industrial Control Systems (ICS) cybersecurity. Challenges and important considerations required to secure cyber-to-physical operations. Study of range of attacks that have been conducted to ICS and how to apply security control to reduce the risk to an industrial network. Review of framework and guidance available that assist hardening an ICS environment to a cyber-attack.

Prerequisites: STEM 103 or STEM 105 with a grade of C or higher

IT 180
Information Security Fundamentals **5**
Principles of information security. Includes challenges faced by information technology professionals and tools for designing security policy, acceptable use policy, materials disposal policy, and access management policy. Threat assessment, risk assessment, and disaster recovery strategies. Hands-on experience with security software tools.

Prerequisites: IT 111 and IT 161, each with a grade of C or higher

IT 202
Server Administration Fundamentals **5**
Local Area Network (LAN) server installation, configuration and management. Covers topics such as equipment choice, network operating system choice, user account administration, system security, data protection, Internet connectivity, and monitoring system performance. This course aligns with the Microsoft certification for Server Fundamentals.

Prerequisites: IT 162 and IT 180, each with a grade of C or higher

IT 203
Information and Cyber Warfare **5**
Overview of the global cyber threats that are currently targeting critical information systems vital to the public. Study of the different hacker groups that are weaponizing malware that targets critical infrastructure as a military strategy, stealing corporate Intellectual Property for financial gain, creating and amplifying disinformation across social media for political influence and creating cultural rifts. History of cyber war, cyber weapons, and the tactics used in a cyber-based battlefield. Analysis of sophisticated cyber-attack and the complex challenges it brings to law enforcement, emergency responders, and the public. Also offered as CJ 203. Credit cannot be earned in both IT 203 and CJ 203.

Prerequisites: Eligibility for ENGL 98

IT 210
Network Application Support **5**
Presents the Microsoft Office suite and other common workplace applications from both user and administrator perspectives. Lab exercises will emphasize typical support issues such as communication methods, deployment/upgrade automation, remote administration and the way these factors affect customer satisfaction.

Prerequisites: IT 162 and IT 180, each with a grade of C or higher

IT 213
Networking 4 **5**
Introduction to configuration of dynamic routing, access control lists, NAT, QoS, and VPN. The concepts of network design, management, and troubleshooting are reinforced. Third of three courses leading to CCNA industry certification.

Prerequisites: IT 113 with a grade of C or higher

IT 240
Linux Systems Administration **5**
Presents the Linux operating system from the perspective of a systems administrator. Topics include Linux shell commands and essential tools, administration of local and remote systems, file systems, storage management, operating system deployment, user account management, and security.

Prerequisites: IT 162 and IT 180, each with a grade of C or higher

IT 245
Network Defense **5**
Principles of network defense and protocol analysis including data carving from network packet captures. Intrusion detection using flow records, analyzing wireless based encryption cracking attacks, reconstructing a suspect's web surfing history and uncovering DNS-tunneled traffic. Uncover evidence of and analyze attacks on routers, firewalls, IDS, web proxies, and many other network devices.

Prerequisites: IT 240 with a grade of C or higher

IT 251
Computer Careers Internship **1-5**
Provides students with a safe, supervised work environment to apply their academic skills. This allows the student to put into practice administrative and technical skills, to foster professional growth, and to gain self-confidence directly associated with certification and/or the degree focus of the student.

Prerequisites: Instructor permission.

IT 252
Advanced Computer Careers Internship **1-5**
On-the-job work experience in occupations directly related to student's career choice. This advanced internship reinforces the student's expertise gained in the Computer Systems courses. Internships are arranged with private industry, government agencies, and/or nonprofit organizations. Internships may be paid or unpaid as available.

Prerequisites: Instructor permission.

IT 261
Cloud Fundamentals **5**
Concepts, principles, and considerations used in storing and maintaining information. Utilizing a combination of hands on practical exercises and clear explanation with real-word examples, students will learn to create and maintain storage options ranging from local to public cloud.

Prerequisites: IT 162 and IT 180, each with a grade of C or higher

IT 280
Ethical Hacking and Countermeasures **5**
Ethical hacking methodology that can be used in a penetration testing or ethical hacking situation preparing students for the EC-Council ANSI accredited Certified Ethical Hacker credential 312-50. Lab intensive environment developing in-depth knowledge and practical experience with the current essential security systems. Develop understanding how perimeter defenses work and then will be led into scanning and attacking lab networks; no real network is harmed. Understand how intruders escalate privileges and what steps can be taken to secure a system though Intrusion Detection, Policy Creation, Social Engineering, Buffer Overflows and Penetration Testing.

Prerequisites: IT 245 with a grade of C or higher

INTENSIVE ENGLISH LANGUAGE

The English Preparation Program is for students admitted through the International Education Programs office. It is designed to give students the English skills they need to succeed in college level classes. Many students have continued their studies and earned Associate degrees from Everett Community College and have gone on to earn Bachelor degrees from top ranking colleges and universities throughout the USA.

In our English Preparation Program, students learn more than just the basics of conversation, reading and writing. Students also learn important skills that will help them in their college level courses and help them become familiar with college services, such as how to use the Writing Center and how to write a college level essay.

AEP 67
Academic Listening and Speaking **3**
Designed for non-native speakers of English to practice advanced listening and speaking skills to specifically prepare for academic environments in an American classroom. *Only for students admitted through the International Programs office.

Prerequisites: IEP 065 with a grade of C or higher, or placement in AEP 67 by oral assessment

AEP 77
Academic English Grammar **4**
Advanced English grammar for non-native speakers with an emphasis on sentence function and pattern, parts of speech, and punctuation. Various types of clauses, compound, complex, and compound-complex sentences will be mastered. *Only for students admitted through the International Programs office.

Prerequisites: IEP 75 with a grade of C or higher, or placement in AEP 77 by grammar assessment

AEP 97
Academic Reading and Writing **5**
Academic reading and writing for non-native speakers with an emphasis on paragraph development, writing process, summarizing reading materials, scanning for information, and vocabulary development. AEP 97 is equivalent to English 97 and may be substituted by English 97. *Only for students admitted through the International Programs office.

Prerequisites: IEP 75, IEP 85, AND IEP 95 each with a grade of C or higher, or placement into AEP 97 by writing assessment, OR concurrent enrollment in, or exemption from, or completion of AEP 67 AND AEP 77 each with a grade of C or higher

AEP 98
Introduction to College Reading and Writing **5**
Academic reading and writing for non-native speakers in preparation for college writing, including the writing process and different styles of essay writing. Reading skills such as scanning for critical information, identifying main ideas, and supporting details. AEP 98 is equivalent to English 98 and may be substituted for English 98. *Only for students admitted through the International Programs office.

Prerequisites: AEP 67, AEP 77, AND AEP 97 each with a grade of C or higher, or placement into AEP 98 by writing assessment

IEP 10
Level 1 Communications **10**
First level of communications for non-native speakers. Focus on listening, speaking, reading, writing, digital literacy, and math skills necessary for transition within the IELP program. Only for students admitted through the International Programs office.

Prerequisites: Placement by assessment into IEP 10

IEP 20
Level 2 Communications **10**
Second level of communications for non-native speakers. Focus on listening, speaking, reading, writing, digital literacy, and math skills necessary for transition within the IELP program. Only for students admitted through the International Programs office.

Prerequisites: Placement by assessment into IEP 30

IEP 30
Level 3 Communications **10**
English Language Acquisition skills designed to prepare students for transition to college and employability. Only for students admitted through the International Programs office.

Prerequisites: Placement by assessment into IEP 30

IEP 33
Beginning Grammar **3**
Basic English grammar skills to improve communication in both spoken and written forms. Only for students admitted through the International Programs office.

Prerequisites: Placement by writing assessment into IEP 033

IEP 34
Beginning Vocabulary and Reading **3-5**
Designed to improve academic reading skills for non-native speakers of English. Focus on mastery of reading vital information for daily living skills in our community, using resources to build skills, and basic reading strategies. Only for students admitted through the International Programs office.

Prerequisites: Placement by assessment into IEP 034

IEP 51
American Culture **3**
For non-native speakers of English who wish to develop familiarity with American culture. This class is contextualized and integrates learning English as a Second Language with themes (including but not limited to the US college system, citizenship, contemporary issues in the US, and current events) that will be rotated quarterly and determined by student interest. Only for students admitted through the International Programs office.

IEP 53
English for Specific Purposes **3-6**
For non-native speakers of English who have identifiable academic and/or professional goals and wish to develop familiarity with the language and culture of a specific field of study. This class is contextualized and integrates learning English as a second language in order to familiarize students with the English vernacular of and current issues in the specific field in which they plan to pursue their studies. This course is rotated quarterly based upon themes (including but not limited to nursing, engineering, business, education, and aviation) and determined upon student interest. Only for students admitted through the International Programs office.

IEP 63
Intensive Listening and Speaking 1 **3**
Designed to prepare non-native English speakers in gaining confidence with speaking and listening in a variety of situations with an emphasis on vocabulary and idiomatic expressions. Only for students admitted through the International Programs office.

Prerequisites: Placement by oral assessment into IEP 63

IEP 65
Intensive Listening and Speaking 2 **3**
Designed to prepare non-native English speakers to utilize speaking and listening in a variety of situations with an emphasis on vocabulary and idiomatic expressions with increased fluency and accuracy. Only for students admitted through the International Programs office.

Prerequisites: IEP 63 with a grade of C of higher, or placement into IEP 65 by oral assessment

IEP 73
Intensive Grammar 1 **3**
Basic English grammar for non-native speakers with an emphasis on simple and progressive present, past, and future verb tenses, use of pronouns, singular, plural, and count nouns. Parts of speech, capitalization, and punctuation are also addressed. Only for students admitted through the International Programs office.

Prerequisites: IEP 63 with a grade of C of higher, or placement into IEP 73 by oral assessment

IEP 75
Intensive Grammar 2 **3**
Intermediate English grammar for non-native speakers with an emphasis on verb tenses, sentence structure, and error correction. Only for students admitted through the International Programs office.

Prerequisites: IEP 73 with a grade of C or higher, or placement into IEP 75 by grammar assessment

IEP 83
Intensive Reading 1 **5**
Designed to improve academic reading skills for non-native speakers of English. Focus on mastery of reading vital information for daily living skills in our community, using resources to build skills, and basic reading strategies. Only for students admitted through the International Programs office.

Prerequisites: Placement into IEP 83 by reading assessment

IEP 85
Intensive Reading 2 **5**
Designed to improve academic reading skills for non-native speakers of English. This class focuses on using reading strategies for successful mastery of comprehension for academic reading, as well as improvement of critical thinking skills. *Only for students admitted through the International Programs office.

Prerequisites: IEP 83 with a grade of C of higher, or placement into IEP 85 by reading assessment

IEP 93
Intensive Writing 1 **5**
Designed to improve academic writing skills for non-native speakers of English. This class focuses on basic writing skills for the successful mastery of complete simple sentences with correct punctuation, utilization of descriptive vocabulary, and the writing process. *Only for students admitted through the International Programs office.

Prerequisites: Placement by writing assessment into IEP 93

IEP 95
Intensive Writing 2 **5**
Designed to improve academic writing skills for non-native speakers of English. Focus on building writing skills for the successful mastery of complete simple sentences and improvement towards creating compound and complex sentences within a well-structured basic paragraph. *Only for students admitted through the International Programs office.

Prerequisites: IEP 73, IEP 83, AND IEP 93 each with a grade of C or higher, or placement into IEP 95 by writing assessment

ITALIAN

See World Languages

Don't see the language you're looking for? Please visit EverettCC.edu/WorldLanguages for a list of language courses offered at EvCC and at our 5-Star Consortium member colleges.

JAPANESE

See World Languages

Don't see the language you're looking for? Please visit EverettCC.edu/WorldLanguages for a list of language courses offered at EvCC and at our 5-Star Consortium member colleges.

JAPANESE CULTURAL RESOURCE CENTER

The Japanese Cultural Resource Center (formerly Nippon Business Institute) is an undergraduate international studies program concentrating on the practical aspects of Japan - U.S. business relationships. It offers a concentration in US-Japan Intercultural Fundamentals, which provides for the development of awareness, understanding and skills in critical areas such as culture, history, business practices and the Japanese language.

The JCRC offers students a short cultural and language immersion opportunity at EvCC's sister college, Aichi Toho University, and through a relationship with Temple University in Japan, offers EvCC graduates the opportunity to complete a U.S.-based university degree in Japan. The JCRC program also facilitates a wide array of interactions between local businesses and Japanese companies, as well as between members of our community and their Japanese friends and associates.

For more information, call the Japanese Cultural Resource Center at 425-388-9195.

JOURNALISM & MEDIA COMMUNICATION

See Communication Studies and Written Arts

Journalism and Media Communication courses emphasize the skills to report, write, edit, design and produce for the field of media communications. The program explores how these skills can translate to a range of professional fields, including public relations, journalism, corporate or nonprofit communication and marketing. Other coursework focuses on the value of media literacy, and why it is especially important in this era of fake news and divisive politics. Ethics, accuracy, and the power of the media are key topics in this program.

Students have the opportunity to work for a multi-channel newsgathering organization with an emphasis on the importance of a free and responsible press. They also can take complementary courses in communication studies, graphic design, web design and photography. Many graduates take advantage of a 2+2 articulation to transfer to Washington State University Everett's Integrated Strategic Communication program with a portion of major coursework already completed. These courses support the Student Core Learning Outcomes with particular emphasis on analytical thinking and effective communication.

JOURN 101
Introduction to Journalism **5**
(H) Survey course introducing journalism history, fundamentals, and current best practices. Topics include news judgment, reporting, interviewing, news and feature writing, editing, and media law and ethics.

Prerequisites: Eligibility for ENGL& 101

JOURN 110
Media Writing **5**
(HP) An introduction to writing for mass media. This course examines techniques and current best practices for both journalism and media communications, and explores the differences in writing for print, multimedia and social media.

Prerequisites: Eligibility for ENGL& 101

JOURN 111
Multimedia Journalism **5**
(HP) Conventions of Web journalism emphasizing immediacy, interactivity, accuracy and reliability within the context of ethical journalistic practices. Requires a facility with the fundamentals of newsgathering. Effective practice of journalism in the multimedia environment of the Web, including reporting, presenting and evaluating the news.

Prerequisites: Eligibility for ENGL& 101

JOURN 170
Student News Media **3**
(TE) Production course for The Clipper, EvCC's student news organization. This collaborative, student-led lab sees participants exploring and applying journalism skills including ethics, writing, editing, photography, design and multimedia.

Prerequisites: JOURN 101 with a grade of C or higher

JOURN 250
Journalism Internship **2-5**
Supervised work experience as an intern. May be with a qualified employer or in a project with a private or public agency. Students must have completed most of the required coursework and must obtain a recommendation for internship from their instructor. It is the student's responsibility to obtain the internship. Performance will be evaluated by the college instructor and the internship supervisor. Internship can apply once to AFA degree electives. May be repeated two times for credit.

Prerequisites: Instructor permission.

LAW ENFORCEMENT

See Criminal Justice

LEARNING COMMUNITIES

Learning Communities are created through co-registration (block scheduling), that links two or more existing courses. Students take the courses together and have an opportunity for deeper understanding and integration of the subjects and materials being studied. The communities are usually structured around a theme, allowing students to think critically and to look at issues from multiple perspectives. The learning community format provides greater interaction between students and between students and teachers, and supports students by creating social networks; learning communities are a very good option for students new to the college. For more information go to EverettCC.edu/LC.

LINGUISTICS

LING 200
Introduction to Linguistic Thought **5**
(H, SS) Language as the fundamental characteristic of the human species; diversity and complexity of human languages; phonological and grammatical analysis; dimensions of language use; language and writing; impact of historical linguistics on contemporary theory.

Prerequisites: ENGL& 101 with a grade of C or higher

MANAGEMENT

See Business

MANUFACTURING TECH/PRECISION MACHINING

MFG T 100
Preparation for Success and Safety in Industry **5**
Introduction to standards, processes and operational procedures of the industrial and manufacturing trades, employer industry soft-skill standards and requirements for logic and communication used in industry. Understanding the expectations of manufacturing industry and its relationship to the advanced manufacturing fields in composites, engineering tech, precision machining, and mechatronics/robotics. Upon successful completion of OSHA content, student will receive an OSHA 10 Safety Certification.

MFG T 101
Introduction to Machining **5**
Introduction to machining and manufacturing processes commonly used in the industry. The course will cover setup and operations of manual milling machines, lathes, drill presses, band saws and basic blue print reading. Introduction to Mastercam will lead to the setup and operations of CNC (computer numeric controlled) 3 axis vertical mills and basic CNC lathe work.

Prerequisites: MFG T 100 with a grade of C or higher, or concurrent enrollment in MFG T 100

MFG T 102
Manufacturing Employment Readiness **12**
Introduction to manufacturing trades. The knowledge and skills required for entry level positions in diverse workplace scenarios with broad emphasis on industry workforce development needs. Content includes a survey of mechanical concepts, precision measurement, blueprint reading, quality assurance, workforce skills/communication, ergonomics, lean work principles, and sustainable business practices.

Prerequisites: ELA Level 2 or equivalent with a grade of C or higher, or placement into ELA Level 3 or equivalent, AND instructor permission.

MFG T 103
Machining and Manufacturing Processes Lab for Engineers **2**
Introduces machining and manufacturing processes commonly used in the industry. Covers setup and operations of manual milling machines, lathes, drill presses, band saws and other shop tools along with basic blueprint reading. Introduction to the setup and operations of CNC (computer numeric controlled) 3 axis vertical mills.

Prerequisites: Instructor permission

MFG T 104
Machine Operator 1 **20**
Applied machinist math including measurements, basic blue print reading, conventional lathe and mill operations, small shop tools operation and an introduction to CNC (Computer Numerical Controlled) machines. Introduction to processes and procedures, and shop safety and teamwork. May be repeated two times for credit.

Prerequisites: Eligibility for MATH 76

MFG T 105
Machine Operator 2 **20**
Course develops skills in advanced blueprint reading including understanding of Geometric Dimensioning and Tolerance; applied math skills including geometry and trigonometry, technical core skills in CNC (Computer Numerical Controlled) Machine programming and operation are further developed. May be repeated two times for credit.

Prerequisites: MFG T 104 with a grade of C or higher

MFG T 107
Machining with Mastercam **4**
Introduction to the Computer Aided Manufacturing software Mastercam. Students will learn the various steps and techniques required to perform basic design operations utilizing Sketcher to create wire frame geometry, the Xform function to manipulate the geometry and the Post Processing function, to produce basic machine programs along with their associated production documents.

Prerequisites: MFG T 105 with a grade of C or higher

MFG T 108
Numerical Control Programming with Vericut **5**
Introduction to the Computer Aided Manufacturing software Vericut. Students will be able to use the software, used for simulating CNC machining. Students will learn the various steps and techniques required to perform basic verification of operations utilizing the Vericut Software, to manipulate the geometry and the Post Processing function, to produce basic machine programs along with their associated production documents.

Prerequisites: MFG T 101or MFG T 113 with a grade of C or higher

MFG T 109
Numerical Control Programming with CATIA **4**
Introduction to the Computer Aided Manufacturing software CATIA. Students will be able to use the software used for creating and simulating CNC machining. Students will learn the various steps and techniques required to perform basic verification of operations while utilizing the Vericut Software to manipulate the geometry and the Post Processing function and to produce basic machine programs along with their associated production documents.

Prerequisites: MFG T 101 and ENG T 185, each with a grade of C or higher

MFG T 113
CNC Cutting Solutions **5**
Introduction to the waterjet cutting process, the three axis router and the fabric cutter. Students will utilize CAD/CAM software to produce programs needed to interface with each machine, learn the set-up and operational sequences, problem solve, deploy corrective actions, and inspect the parts to ensure industry standards are maintained.

Prerequisites: MFG T 100 with a grade of C or higher, or concurrent enrollment in MFG T 100

MFG T 117
Blueprint Reading and Schematics **3**
Drafting fundamentals and orthographic interpretation necessary to read, manipulate and understand a mechanical part print; and schematic components, symbols and connectors used to describe electrical, electronics, pneumatics, hydraulics, and piping circuits.

MFG T 171
Manufacturing Internship I **1-5**
50-250 clock-hour intern program in which students focus on the fundamental shop skills required to work in a manufacturing company. Students may work either in an instructional/hands-on or solely hands-on mode. This experience may entail job-shadowing to learn what support functions are needed in the manufacturing environment.

Prerequisites: Instructor permission.

MFG T 172
Manufacturing Internship II **1-5**
50-250 clock-hour intern program in which students may perform functions or job-shadow in a specific area of their choosing relative to their program of study. Program focuses on student working with an expert in a manufacturing related area of the student's choice.

Prerequisites: Instructor permission.

MFG T 225
Machining Skills Building 1 **2**
Designed for the student who is seeking more shop time to improve their machining skills or seeking NIMS certifications. The class will provide students with open shop time to build industry standard machining skills. Students will have the opportunity to use the manufacturing equipment taught to them in MFG-T 104 and MFG-T 105. Additionally, open shop will allow students to work closely with the instructor, to work through any problems they may have encountered during their regular class time.

Prerequisites: MFG T 104 AND instructor permission

MFG T 226
Machining Skills Building 2 **2**
Designed for the student who is seeking more shop time to improve their machining skills or seeking NIMS certifications. The class will provide students with open shop time to build industry standard machining skills. Students will have the opportunity to use the manufacturing equipment taught to them in MFG-T 104 and MFG-T 105. Additionally, open shop will allow students to work closely with the instructor, to work through any problems they may have encountered during their regular class time.

Prerequisites: MFG T 225 AND instructor permission

MFG T 229
Manufacturing Team Project **5**
Capstone course designed to allow students to integrate knowledge they have gained of manufacturing technology and demonstrate this in a collaborative, team-based project in which they design and produce a manufactured product and a final project report.

Prerequisites: Instructor permission

MFG T 230
Manufacturing Team Project AerosPACE **5**
Through AerosPACE (Aerospace Partners for the Advancement of Collaborative Engineering), students will construct a ¾ scale aircraft design, build, and fly project in distributed teams with members from multiple schools. Conceptualizing a project, developing and documenting a detailed design, fabricating a prototype, testing, analysis, and reporting. Students will need to commit to three quarters in duration, and be willing to travel for presentations and product demonstrations. Lab section provides access to college fabrication facilities and is an integral part of the process. Course may be repeated twice for credit.

Prerequisites: Instructor permission.

MATHEMATICS

Mathematics courses provide preparation for applying quantitative skills in vocational/technical, health science/math/engineering, social science/communications, and humanities disciplines.

MATH 60
Professional/Technical Math - Cosmetology **3**
Designed to meet the needs of the cosmetology student. Topics in arithmetic of whole numbers, decimals and fractions, percents, ratios and proportions, and measurement with applications.

MATH 76
Mathematical Literacy **5**
Review of basic concepts in mathematics focusing on real-world applications and conceptual understanding. Topics include: prime factorizations; operations on rational numbers; evaluation of algebraic expressions; ratios, proportions, and percentages; reading graphical interpretations of data; plotting graphs; writing linear relationships using algebra. Equivalent to TS 76 and HSC 76. Credit cannot be earned in both MATH 86 and either TS 86 or HSC 86.

Prerequisites: Eligibility for MATH 76

MATH 78
Review of Arithmetic and Algebra **2**
Self-paced review of arithmetic and algebra concepts in a computer-mediated lab setting. Intended as a review of arithmetic prior to enrolling in MATH 76 and/or a review of algebra concepts in order to improve mathematics course placement and pre-requisite knowledge and skills for entering MATH 76, 86, 96, &107 or &146 or PHIL& 120 or BUS 130. Upon demonstrating this knowledge, students are directly placed into MATH 76, 86, 96, &107 or &146 or PHIL& 120 or BUS 130. Topics concerning anxiety, study skills, and math course advising are also covered. May be repeated one time for credit.

Prerequisites: Placement in MATH 79 or higher via an assessment test score OR permission of a math instructor.

MATH 79
Self-Paced Arithmetic and Algebra **5**
Self-paced review of arithmetic and algebra concepts in a computer-mediated lab setting. Intended as a review of arithmetic prior to enrolling in MATH 76 and/or a review of algebra concepts in order to improve mathematics course placement and pre-requisite knowledge and skills for entering MATH 76, 86, 96, &107 or &146 or PHIL& 120 or BUS 130. Upon demonstrating this knowledge, students are directly placed into MATH 76, 86, 96, &107 or &146 or PHIL& 120 or BUS 130. Topics concerning anxiety, study skills, and math course advising are also covered. May be repeated one time for credit.

Prerequisites: Placement in MATH 79 or higher via an assessment test score OR permission of a math instructor.

MATH 86
Essentials of Intermediate Algebra **5**
Introductory course in mathematical reasoning, focusing on real-world applications and conceptual understanding. Topics include ratios and percentages, linear models, quadratic applications, algebraic manipulation, statistical measures of center, and geometry. Equivalent to TS 86 and HSC 86. Credit cannot be earned in both MATH 86 and either TS 86 or HSC 86.

Prerequisites: MATH 76 or equivalent with a grade of C or higher

MATH 96
Intermediate Algebra for Precalculus **5**
An intermediate algebra course designed for students pursuing careers in science, business, or engineering. Topics include function notation, systems of linear equations, absolute value equations and inequalities, polynomial operations and factoring, rational expressions and equations, rational exponents, radical expressions, quadratic equations and equations in quadratic form, quadratic functions, and exponential functions. Intended for STEM and business students.

Prerequisites: MATH 86 or equivalent with a grade of C or higher

MATH 104
Gateway to Precalculus **2**
College algebra course for students needing support in MATH& 141. Designed to be taken concurrently with MATH& 141. Topics include: using integer exponent rules and rational exponents to simplify expressions; writing equations of lines; simplifying and performing operations on polynomial, rational, radical, exponential, and logarithmic expressions; solving a variety of linear and nonlinear equations, inequalities, and systems; factoring polynomials; constructing, interpreting, and analyzing graphs; demonstrating understanding of functions, function notation, and relations; solving applications algebraically; communicating effectively in mathematical language.

Prerequisites: MATH 96 with a grade of C- or higher.

Corequisite: MATH& 141

MATH 106
Review of Algebra for Statistics **2**
Review of algebra critical for MATH& 146, Introduction to Statistics. Topics include ratios, proportions, percentages, scatterplots, interval notation, order of operations, and linear modeling. Intended only for students concurrently enrolled in a paired section of MATH& 146.

Corequisite: MATH& 146

MATH& 107
Math in Society **5**
(Q, NS) College-level coverage of practical applications of mathematics methods to areas of management, social sciences, biology and other fields. Topics include discrete mathematics, graph theory, probability and statistics in everyday life. For students not preparing for calculus or the sciences.

Prerequisites: MATH 86 or equivalent with a grade of C or higher

MATH 138
Applied College Algebra **5**
(Q, NS) Equations and inequalities; graphs and functions; linear, quadratic, polynomial, rational, exponential, and logarithmic functions; solving equations and systems of equations; matrices; linear programming and simplex method; mathematics of finance. For students of business, social science or some life sciences (Not intended for math, science, or engineering majors.) Graphing calculator required.

Prerequisites: MATH 96 or equivalent with a grade of C or higher

MATH& 141
Precalculus I: College Algebra **5**
(Q, NS) College level algebra course for all students needing general preparation beyond intermediate algebra. The first of a two-course sequence for students intending to take calculus beginning with MATH& 151. Principles of functions and graphs; theory of polynomial equations; graphs of polynomial and rational functions; exponential and logarithmic functions and applications; conics, foci and applications; non-linear systems; determinants and Cramer's Rule.

Prerequisites: MATH 96 or equivalent with a grade of C or higher

MATH& 142
Precalculus II: Trigonometry **5**
(Q, NS) College level trigonometry course. The second course in a two-course sequence for students who intend to take calculus beginning with MATH& 151. Right triangle trigonometry and applications; general angle and real number trigonometry and applications; identities, inverses and trigonometric equations; introduction to polar coordinates and parametric equations; vectors and applications.

Prerequisites: MATH& 141 with a grade of C or higher

MATH& 144
Precalculus 1 and 2: Review **5**
(Q, NS) A refresher course in college algebra and trigonometry. Primarily intended for students who plan on taking the calculus sequence beginning with MATH& 151. Analysis of functions. Polynomial, rational, exponential, logarithmic and trigonometric functions with applications. Conic sections. Introduction to vectors.

Prerequisites: One year of high school precalculus or college equivalent; or permission of a math instructor.

MATH& 146
Introduction to Statistics **5**
(Q, NS) Introductory course. Analysis of statistical studies, descriptive methods, probability, sampling distributions, hypothesis testing, confidence intervals, correlation. For students in any major.

Prerequisites: MATH 86 or equivalent with a grade of C or higher

MATH& 148
Business Calculus **5**
(Q, NS) One-quarter short course in calculus. Limits and continuity, differentiation and applications, exponential and logarithmic functions, integration and applications, functions of several variables. For students in business, biological sciences, social sciences, or disciplines requiring only one introductory quarter of calculus. Students who need more than one quarter should enroll in MATH& 151.

Prerequisites: MATH 138 or MATH& 141 with a grade of C or higher

MATH& 151
Calculus I **5**
(Q, NS) First course in calculus sequence. Limits, continuity, differentiation and antidifferentiation of algebraic and transcendental functions with applications. For majors in engineering, science, mathematics and others requiring more than one quarter of calculus.

Prerequisites: MATH& 142 or MATH& 144 with a grade of C or higher

MATH& 152
Calculus II **5**
(Q, NS) Second course in calculus sequence. Integration of algebraic and transcendental functions and applications of definite integration, including areas, volumes, work, hydrostatic force and centers of mass; polar coordinate calculus and parametric equations. Numerical techniques and improper integrals. For majors in engineering, science, mathematics and others requiring more than one quarter of calculus.

Prerequisites: MATH& 151 with a grade of C or higher

MATH& 163
Calculus 3 **5**
(Q, NS) Third course in calculus sequence. Infinite numerical series, power series and Taylor polynomials; vectors in two and three dimensions; lines and planes; partial differentiation with applications; double integrals in rectangular and polar coordinates with applications. For majors in engineering, science, mathematics and others requiring more than two quarters of calculus.

Prerequisites: MATH& 152 with a grade of C or higher

MATH 199
Mathematics Special Project **1-5**
Independent study projects on selected topics in mathematics. Credit to be arranged with supervising instructor.

Prerequisites: Instructor permission

MATH 246
Statistical Methods in Engineering and Science **5**
(Q, NS) Calculus-based probability and statistics. Probability models, conditional probability, sample spaces, independence, random variables, discrete and continuous probability distribution functions; Descriptive statistics; Statistical inference, including 1- and 2-sample hypothesis tests and confidence intervals for means and proportions, paired t test and sample size calculations; Point Estimation; Analysis of variance; Comparative experiments, tests, correlation and regression. Engineering applications are emphasized.

Prerequisites: Math& 152 with a grade of C or higher

MATH 260
Linear Algebra **5**
(Q, NS) Theory and applications of matrices, matrix operations, linear systems, determinants, Euclidean vector spaces and subspaces, linear transformations and changes of bases, eigenvalues and eigenvectors.

Prerequisites: MATH& 163 with a grade of C or higher

MATH 261
Differential Equations **5**
(Q, NS) Introductory course in ordinary differential equations. Existence and uniqueness theorems, methods of solutions of first order linear and non-linear equations, basic theory and solutions of higher order linear equations, series solutions, systems of equations, Laplace transformations and techniques; applications.

Prerequisites: MATH& 163 or MATH& 264 with a grade of C or higher

MATH& 264
Calculus 4 **4**
(Q, NS) Fourth course in calculus sequence. Triple integrals in rectangular, cylindrical and spherical coordinates with applications, calculus of vector valued functions and space curves, analysis of motion in space, directional derivatives, gradients and applications, line and surface integrals with applications, Green's theorem, Stokes' theorem and the Divergence theorem. For majors in engineering, science, mathematics and others requiring more than three quarters of calculus.

Prerequisites: MATH& 163 with a grade of C or higher

MECHATRONICS

The Advanced Manufacturing Technology – Mechatronics Program is part of a cluster of programs. Five Associate in Technical Arts degrees and nine certificates in Advanced Manufacturing Technology are offered, and may be pursued on a full-time or part-time basis at Everett Community College (EvCC).

MECH 118
Predictive Maintenance and Operations Efficiency **2**
Predictive and preventive maintenance tasks and tools used in industrial applications to keep equipment in good working order, and to maximize efficiency and accuracy. Introduction to continuous improvement concepts in plant operation, maintenance, troubleshooting, and repair tasks to ensure optimal manufacturing operations.

Prerequisites: MFG T 100 with a grade of C or higher, or concurrent enrollment in MFG T 100

MECH 119
Introduction to Robotics **5**
Basics of robotic operation, basic programming, interfacing, and material handling in a complex mechatronic system. Students will gain conceptual, technical, and practical knowledge of robotic applications and how it's applied in industrial tasks using hands-on, interactive robotic devices. Learning topics will include basic robot operation, manual operation, homing, end effector operation, interfacing, material handling, movement and end effector commands, looping and speed commands, and basic robot programming.

Prerequisites: Eligibility for ENGL& 101 AND either ENG T 101 with a grade of C or higher or eligibility for MATH 86

MECH 120
Electrical Components **5**
Basic functions and physical properties of electrical components, and the roles they play within a complex mechatronics system. Includes technical documentation such as schematics, timing diagrams, and system specifications, safety issues. Basic electrical laws, differences between AC and DC electricity, how to use electrical equipment, how to analyze circuits, and how electrical components work. By understanding the complete system, students will learn and apply trouble shooting strategies to identify and localize possible malfunctions.

Prerequisites: Eligibility for ENGL& 101 AND either ENG T 101 with a C or higher, or eligibility for MATH 86

MECH 121
Mechanical Components and Electrical Drives **5**
Basics of mechanical components and electrical drives in a complex mechatronics system. Students will understand the flow of energy, troubleshooting, preventive maintenance and safety issues. Basic functions and physical properties of mechanical components, electrical drives and their roles in the system, increasing efficiency, reducing wear, and lubrication requirements. Students will learn about bearings, shafts, clutches, brakes, pulleys, belts, chains, sprockets, gears, couplings, alignment, and how to set them up.

Prerequisites: Eligibility for ENGL& 101 AND either ENG T 101 with a C or higher, or eligibility for MATH 86

MECH 122
Electro-Pneumatic and Hydraulic Control Circuits **5**
Basics of pneumatic, electro-pneumatic and hydraulic control circuits in a complex mechatronics system. Functions and properties of control elements based on physical principles, and the roles they play within the system as well as the functions of different components in pneumatic/hydraulic systems. Technical documents, circuit diagrams, and schematics will be covered. Students will learn and apply troubleshooting strategies, preventative maintenance, and look for safety issues.

Prerequisites: Eligibility for ENGL& 101 AND either ENG T 101 with a C or higher, or eligibility for MATH 86

MECH 123
Digital Fundamentals and Programmable Logic Controllers 4
Fundamentals of digital logic and an introduction to programmable logic controllers (PLCs) in a complex mechatronics system with a focus on the automation system and appropriate programming software. Students will learn basic elements of PLC functions by writing and testing small programs on an actual system. Students will learn to identify malfunctioning PLCs, apply troubleshooting strategies, identify and localize problems caused by PLC hardware.

Prerequisites: MECH 120 with a grade of C or higher

MECH 124
Controls and Instrumentation **5**
Fundamentals of controls and instrumentation troubleshooting in a mechatronics system, using knowledge of circuit boards, sensors and photo eyes; calibration and loop tuning; and final control elements, including AC, DC , and servo motors, variable speed drives, motor control, relays and motor starters. Students will build skills in troubleshooting motors and variable speed drives, adjusting speed and direction; interpreting relay logic and sizing of components for various applications.

Prerequisites: MECH 123 with a grade of C or higher

MECH 219
Industrial Robotics **5**
Preparation course for the National Occupational Competency Testing Institute (NOCTI) Robotics Certification. Robot operations, frame setup, writing, modifying and executing basic motion programs, program offsets, backups and restorations, creating and modifying simulations, single axis mastering on all six axes, how to create and execute a pick and place program for load and unload applications, and how to set up and program 2D integrated vision for part offset and inspection.

Prerequisites: MECH 119 with a grade of C or higher

MECH 225
Mechatronics Skills Building 1 **3**
Designed for the student who is seeking more lab time to improve skills in hydraulics, mechanical and electrical components, and PLC applications. Open shop time allows student to trouble-shoot mechatronics system components to industry standards.

Prerequisites: MECH 120, MECH 121, MECH 122, MECH 123, each with a grade of C or higher, AND instructor permission

MECH 226
Mechatronics Skills Building 2 **3**
Designed for the student who is seeking more lab time to improve their skills in hydraulics, mechanical and electrical components, and PLC applications. Open shop time allows student to trouble-shoot mechatronics system components to industry standards.

Prerequisites: MECH 225 with a grade of C or higher AND instructor permission

MECH 295
Mechatronics Internship 1 **1-5**
Intern course focused on the fundamental mechatronic skills required to work in a manufacturing company. Students may work either in an instructional/ hands-on or solely hands on mode. This experience may entail "job-shadowing" to learn what support functions are needed in the manufacturing environment. Variable credit from 50-250 clock-hours.

Prerequisites: Instructor permission

MECH 296
Mechatronics Internship 2 **1-5**
Intern course focused on the fundamental mechatronic skills required to work in a manufacturing company. Students may work either in an instructional/ hands-on or solely hands on mode. This experience may entail "job-shadowing" to learn what support functions are needed in the manufacturing environment. Variable credit from 50-250 clock-hours.

Prerequisites: Instructor permission

MEDICAL ASSISTING

See Health Sciences

MEDICAL CODING

The Medical Coding certificate program utilizes web-based materials designed exclusively for the training of medical coders and includes overview of the healthcare system, including information management, reimbursement, and legal compliance requirements. Medical terminology, anatomy, physiology, pathophysiology and pharmacology provide the basis for accurate coding of medical records. Courses in ICD-10 CM/PCS and CPT and HCPCS Coding teach the skills necessary to assign codes while working with medical reports of increasing complexity.

The program is offered in a fully online environment and may be entered at the beginning of any quarter, and requires approximately 3 hours of work per week per credit earned. A certificate is awarded upon successful completion of this 66-credit program that prepares the student to obtain an entry-level position as a medical coder. Courses may only be taken by students enrolled in the Medical Coding or Medical Billing Specialist Programs. Prerequisite: high school diploma or equivalent.

MC 103
Introduction to the Administrative Medical Office **3**
Introduction to the elements and requirements of medical office administrative programs. Use of program tools and computer fundamentals are covered. Exploration of student success measures and educational and career opportunities as they relate to medical office administrative careers. Introduction to the wide range of healthcare careers and the role of each in development of a cohesive medical care team. Equivalent to HCM 103. Credit cannot be earned in both HCM 103 and MC 103.

MC 118
Health Information and Delivery Systems **5**
Familiarizes healthcare professionals with basic health data structure, content, and standards; healthcare delivery systems; and information technology and systems. Study of the structure and use of health information and health information systems and specialty systems (coding); health record data collection tools, data sources, data sets, data retrieval, maintenance, security, and integrity; health record documentation and document archival, retrieval, and imaging systems; healthcare institution's structure and operation, including healthcare providers and disciplines; and external standards and regulations.

MC 120
Healthcare Vocabulary **5**
Study of healthcare vocabulary used in medical coding, medical billing, and other medical office administrative programs. Includes spelling, pronunciation, meaning, medical word formation, common medical abbreviations, formation of plurals, diagnostic and lab tests. Focus on the administrative application of principles learned. Introduction to the use of the medical record as a source document for abstracting terms necessary to perform medical coding and other administrative functions by healthcare professionals. Equivalent to HCM 120. Credit cannot be earned in both HCM 120 and MC 120.

MC 137
Structure and Function of the Human Body **5**
Study of the structure and function of the healthy human body utilizing a system approach. Emphasis is placed on the gross and microscopic anatomy as well as the physiology of the cell, skeletal system, muscular system, nervous system, cardiovascular, respiratory, urinary, reproductive, endocrine, and digestive systems. Includes a full body system review that links structure and function to the process of interpreting clinical documentation for medical code assignment. This is a non-lab-based course. No prior knowledge of biology or chemistry is required. Equivalent to HCM 137. Credit cannot be earned in both HCM 137 and MC 137.

MC 143
Pathopharmacology **5**
A combination of pathophysiology and pharmacology, this course emphasizes disease processes affecting the human body through an integrated approach to specific disease entities, including the study of causes, diagnosis and treatment of disease, as well as the action of drugs, including absorption, distribution, metabolism, and excretion by the body. Pathophysiology and pharmacology content emphasizes understanding of the clinical knowledge to enhance the professional communication in healthcare environments. Equivalent to HCM 143. Credit cannot be earned in both HCM 143 and MC 143.

Prerequisites: HCM 137 or MC 137with a grade of C or higher

MC 147
Introduction to Diagnosis Coding **5**
Introduction to diagnostic coding, including principles and application of coding systems (International Classification of Diseases). Includes taxonomies, nomenclatures, terminologies, and clinical vocabularies. Use of official guidelines and other coding resources are explored.

Prerequisites: MC 103 and MC 143, each with a grade of C or higher

MC 151
Introduction to Procedure Coding **5**
Introduction to the principles and application of coding systems. Prepares students to analyze medical records, apply applicable procedure coding guidelines, and to accurately assign procedural codes in various settings. Prioritization and determination of level of code assignments are also presented. Use of coding resources to assign medical codes is explored.

Prerequisites: MC 103 and MC 137, each with a grade of C or higher

MC 218
Healthcare Reimbursement and Legal Compliance **5**
Study of the uses of coded data and health information in reimbursement and reimbursement methods appropriate to all healthcare settings. Includes contemporary prospective payment systems and key health plans, chargemaster maintenance, and evaluation of compliant billing practices. Relevant legal and compliance issues faced by clinical coders in the workplace setting will be also be presented.

Prerequisites: MC 118, MC 147 and MC 151, each with a grade of C or higher

MC 247
Advanced Diagnosis Coding **4**
Advanced diagnostic coding including severity of illness systems, coding compliance strategies, introduction to SNOMED, crosswalks and maps used in clinical coding processes, and case studies using more complex code assignments. Includes diagnostic related prospective payment system applications.

Prerequisites: MC 147 with a grade of C or higher

MC 251
Advanced Procedure Coding **4**
Advanced application of the principles of procedural coding. Students will study procedure related prospective payment system applications, including professional fee billing examples in coding (Evaluation and Management services, surgical services, etc.). Case studies and more complex code assignments using Level I and II procedure coding systems will be utilized.

Prerequisites: MC 151 with a grade of C or higher

MC 280
Professional Practice Experience **5**
Provides students with authentic coding practice (coding from real charts) in a healthcare setting with directed projects common to a clinical coding specialist on the job. Students gain practice combining diagnosis and procedure codes used while coding patient records. Cases vary in complexity and type (inpatient, outpatient, physician, emergency room, long-term care, etc.). Experience using encoder software will be gained.

Prerequisites: Completion of all required courses in Medical Coding, each with a grade of C or higher: MC 103, MC 118, MC 120, MC 137, MC 143, MC 147, MC 151, MC 218, MC 251

MUSIC

Music courses emphasize the development of knowledge and skills in music appreciation, history, theory and performance. The majority of Music courses satisfy the Humanities or Humanities – Performance graduation distribution requirement. For the student interested in a two-year terminal degree, EvCC offers a forty-five credit general program in music. Students wishing to transfer to a four-year institution should talk with an advisor about an appropriate plan of study.

MUSC& 105
Music Appreciation **5**
(H) Lectures, readings, films, and recordings concerning structure, form, and aspects of music for the listener. Historic and stylistic examinations of music from its beginnings in western culture.

Prerequisites: Eligibility for ENGL& 101

MUSC 110
World Music **5**
(H, D) Introduction to the music of non-western cultures. Classical and folk traditions of Asia, traditional practices of Africa and Native America, and folk and regional styles of Europe and Latin America are studied. Focus is on history, evolution, and performance practices of these musical styles, as well as the aural identification of these musical styles. Study of music as a cultural phenomenon is emphasized including the intercultural influences found in much of the world's music that is a result of historical events such as human migrations, diasporas, invasions, and the effect of technological innovation.

Prerequisites: Eligibility for ENGL& 101

MUSC 115
Popular Music in America **5**
(H) Historical, social, and stylistic study of mainstream popular music in the 20th century, including jazz, country and western, Tin Pan Alley, Broadway musicals, and rock 'n' roll: sources, composers and performers.

Prerequisites: Eligibility for ENGL& 101

MUSC 116
Survey of Jazz **5**
(H) Historical, social, and stylistic study of the major periods of jazz, beginning with the music's African roots and progressing chronologically to the avant-garde and popular jazz of today.

Prerequisites: Eligibility for ENGL& 101

MUSC 117
Class Piano - Elementary **2**
(HP) Class instruction in piano. Open to all students.

MUSC 118
Class Piano – Intermediate I **2**
(HP) Class instruction in piano. Open to all students.

Prerequisites: MUSC 117 with a grade of C or higher, or by examination

MUSC 119
Class Piano – Intermediate II **2**
(HP) Class instruction in piano. Open to all students.

Prerequisites: MUSC 118 with a grade of C or higher, or by examination

MUSC 124
Class Voice I **3**
(HP) Basic principles of good singing and performance. Performance of songs from memory. Open to students at any performance level. May be repeated one time for credit.

MUSC 125
Intermediate Class Voice II **2**
(HP) Continued development of singing and performance techniques as introduced in MUSC 124. Emphasizes more advanced repertoire and styles of singing. May be repeated two times for credit.

Prerequisites: MUSC 124 with a grade of C or higher

MUSC 128
Class Guitar **3**
(HP) Development of fundamental techniques in guitar performance. Introductory course for students with little or no experience.

MUSC& 141
Music Theory I **5**
(H) Introduction to concepts and terminology of music including rhythm, notation, scales, key signatures, tonality, and basic chords.

NATURAL SCIENCE

Natural Science courses provide preparation for science and education disciplines. These courses satisfy the Natural Science (NS) or Natural Science Lab (NS-L) graduation distribution requirements.

NAT S 103
Sustainability and Systems **5**
(NS) An introduction to systems thinking with an emphasis on understanding the intersection between natural and human systems. Student analysis will focus on how to make human systems more sustainable. Simple models such as population growth and more advanced case studies will be explored with concepts such as connection circles, causal loop diagrams, reinforcing (positive feedback) loops and balancing (negative feedback) loops. Exploration of the effects of time delays upon systems and identification of leverage points for sustainability will occur. Course will include use of STELLA (Systems Thinking for Education and Research) software at an introductory level.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 96

NAT S 107
Physical Science for Everybody **5**
(NS-L) Hands-on exploration of how motion, energy, and forces affect the way things work. For non-science majors. Highly recommended for elementary education majors.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 86

NAT S 150
Science of Weight Loss **5**
(NS-L) Scientific information on weight and exercise physiology. Principles of healthy weight loss. Health risks of obesity. Physiological and environmental factors that influence weight. Critical evaluation of diets. Assessment methods for determining healthy weight. Recommended for those who want to lose or maintain weight sensibly, future health care providers, future high school health and PE teachers, and those interested in health issues.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 86

NURSING

Nursing is a selective entry program that prepares students for licensure as entry level registered nurses. The Nursing prerequisites include a strong foundation in communication, humanities, and biological and social sciences, which students utilize in the subsequent nursing courses. Students integrate nursing theory and nursing practice in various settings during the Nursing Program, including campus laboratories and classrooms, acute care hospitals, long-term care facilities, and a variety of community settings. Graduates receive an Associate of Arts and Sciences in Nursing degree, after which they must satisfactorily complete the NCLEX-RN licensing exam to become registered nurses.

Program requirements and application information are available at: EverettCC.edu/Nursing

Program Approval:

Washington State Nursing Care Quality Assurance Commission (NCQAC)

PO Box 47864

Olympia, WA 98504-7864

360-236-4702

nursing@doh.wa.gov

http://www.doh.wa.gov/LicensesPermitsandCertificates/NursingCommission/NursingEducation/NursingPrograms

Program Accreditation:

Accreditation Commission for Education in Nursing (ACEN)

3343 Peachtree Road NE, Suite 850

Atlanta, GA 30326

404-975-5000

www.acenursing.org

NURS 110
Nursing Therapeutics I:
Introduction to Nursing and the Client **10**
Introduction to the nursing concept of caring as framework. Concepts examined include client, nursing, health environment, nursing process, communication, teaching, learning and ethics. Labs provide demonstration opportunities for health promotion, client assessment, documentation and basic skills.

Prerequisites: Acceptance into the Nursing program

Corequisite: NURS 114/PHIL 114

NURS 114
Ethics and Policy in Healthcare I **2**
Explores values, ethics, and legal decision-making frameworks and policies used to support the well-being of people and groups within the context of the healthcare professions. This content is embedded into and taught seamlessly with the theory content in NURS 110.

Corequisite: NURS 110

NURS 120
Nursing Therapeutics II: Chronicity and Rehabilitation **10**
Integrated view of mind/body responses to chronic health states. Incorporates rationale for intervention, nursing principles, development of cognitive, interpersonal, and technical skills essential to care of adult clients. Lab included.

Prerequisites: NURS 110

Corequisite: NURS 125/PSYC 125, NURS 126/NUTR 126

NURS 125
Psychosocial Issues in Healthcare I **2**
Examines some determinants of health and illness including social, psychological, environmental, spiritual, and cultural dimensions across the lifespan and within the context of healthcare. This content incorporates knowledge acquired in prerequisites and is embedded into and taught seamlessly with the theory content in NURS 120.

Corequisite: NURS 120

NURS 126
Nutrition in Healthcare I **2**
This content is embedded into and taught seamlessly with the theory content in NURS 120. Principles of nutrition for the adult including the food pyramid for a healthy balanced diet, necessary micro and macronutrients in maintaining homeostasis, types of specialty diets, and guidelines for adequate nutrition needed to maintain optimal health. Additionally, the principles of assessing nutritional status is included by looking at pertinent laboratory values, calculating a patient's BMI, and assessing a patient's ability to ingest and digest their food. We look at how a patient's nutritional status is affected by chronic diseases such as Diabetes Mellitus types 1 and 2, and conditions requiring rehabilitation, and how pharmacokinetics affects and is affected by a patient's nutritional status. The curriculum includes information and training in enteral feedings, with assessment of calorie needs as well as tube feeding rates and issues. Total Parenteral Nutrition is also introduced in this course. These classroom principles are applied practically in the clinical setting with patients in long term care facilities. Students perform assessments on their patients that include nutritional status, as well as elimination needs that can be partially addressed by their nutritional intake.

Corequisite: NURS 120

NURS 130
Nursing Therapeutics III: Acute Illness **12**
Continuation of Nursing 120. Explores increasingly complex body system alterations and presents the nursing therapies connected with these alterations. Emphasizes cognitive, interpersonal, and technical activities. Presents problems in oxygenation, oxygen transport, blood coagulation, blood flow and pressure, cardiac output, tissue perfusion, renal/urinary function, gastrointestinal function, and neurobiology of selected psychological disorders. During the lab students develop nursing skills and judgments through the use of the nursing process, critical thinking, and self-reflective activities. Students utilize collaborative learning in the planning, implementation, and evaluation of nursing care for adults experiencing selected health alterations.

Prerequisites: NURS 120

Corequisite: NURS 136/NUTR 136

NURS 136
Nutrition in Healthcare II **1**
This content is embedded into and taught seamlessly with the theory content in NURS 130. Principles of nutrition for the adult with a focus on specialty diets to manage acute and chronic health alterations. Included are guidelines for meeting adequate nutritional needs in the adult patient that contribute to positive outcomes. Instruction focuses on the assessment of the patient condition and consideration of comorbidities to manage the types of diets that promote healing. Additionally, the principles of assessing nutritional status are included in looking at pertinent laboratory values, pharmacological considerations, and a patient's ability to ingest and digest their food. The curriculum includes extensive planning for managing adequate nutritional intake, as well as consulting with interprofessional health care team to meet a patient's changing nutritional needs. These classroom principles are applied practically in the clinical setting with hospitalized patients, and the students perform assessments on their patients that include nutritional status, as well as elimination needs that can be partially addressed by their nutritional intake.

Corequisite: NURS 130

NURS 210
Nursing Therapeutics IV:
Family Health and Reproduction **10**
Integrated view of responses to normal growth and development from infancy-adolescence and expanding family. Nursing process and critical thinking to develop cognitive, interpersonal, technical skills appropriate for families. Lab included.

Prerequisites: NURS 130

Corequisite: NURS 214/PHIL 214, NURS 215/PSYC 215, NURS 216/NUTR 216

NURS 214
Ethics and Policy in Healthcare II **1**
Course applies values, ethics, and legal decision-making frameworks and policies to support the well-being of people and groups within the context of the healthcare professions. This content is embedded into and taught seamlessly with the theory content in NURS 210.

Corequisite: NURS 210

NURS 215
Psychosocial Issues in Healthcare II **1**
Examines determinants of health and illness including social, psychological, environmental, spiritual, and cultural dimensions across the lifespan and within the context of healthcare. This content incorporates knowledge acquired in prerequisites and is embedded into and taught seamlessly with the theory content in NURS 210.

Corequisite: NURS 210

NURS 216
Nutrition in Healthcare III **1**
Principles of nutrition for infant, maternal, and pediatric patients. Guidelines for nutritional requirements at preconception, perinatal, and birth through childhood. The principles of assessing nutritional status are included in looking at pertinent laboratory values, percentiles via a growth chart, and calculating a patient's BMI. How a patient's nutritional status affects growth and development from infancy through puberty. Assessing for normal growth patterns, and for nutritional deficits and metabolic conditions, as well as specialty diets that promote optimal outcomes. Principles are applied in a variety of clinical setting with maternal-child and pediatric patients.

Corequisite: NURS 210

NURS 220
Nursing Therapeutics V: Multisystem Disorders **10**
Explore multisystem physical/mental health alterations, related nursing therapies. Emphasize cognitive, interpersonal, technical activities with clients. Student demonstrates complex skills, judgments, collaboration with professionals in labs.

Corequisites: NURS 225/PSYC 225, NURS 226/NUTR 226

Prerequisites: NURS 210

NURS 225
Psychosocial Issues in Healthcare III **1**
Examines some determinants of health and illness including social, psychological, environmental, spiritual, and cultural dimensions across the lifespan and within the context of healthcare. This content incorporates knowledge acquired in prerequisites and is embedded into and taught seamlessly with the theory content in NURS 220.

Corequisite: NURS 220

NURS 226
Nutrition in Healthcare IV **1**
This content is embedded into and taught seamlessly with the theory content of NURS 220. Review of the principles of nutrition for the adult including the digestion, absorption, and metabolism of needed nutrients for maintenance of optimal health. Instruction includes nutritional requirements for the surgical and nonsurgical wound healing, and how a patient's nutritional status is affected by chronic and acute conditions and diseases, as well as the role nutrition plays in disease prevention. Additionally, the curriculum includes advances nutritional considerations, types of diet, and specific nutrients needed for the management of diseases and conditions such as renal failure, cancer, liver disease, diabetes mellitus types 1 and 2, burns, and HIV/AIDS. Information about the components of parenteral and total parenteral nutrition (TPN) and assessment of a patient's parenteral nutritional needs is included, along with skills training in application of this type of delivery. These classroom principles are applied practically in the clinical setting with patients in acute care facilities, and students perform assessments on their patients examining the interdependence of nutritional status, laboratory values, and disease and condition management in determining the maintenance of homeostasis.

Corequisites: NURS 220, NURS 225/PSYC 225

Prerequisites: NURS 210

NURS 230
Nursing Therapeutics VI:
Role Transition into Professional Nursing **9**
Aspects of professional nursing through exploration of personal values, ethics, accountability, power, politics, collective bargaining, and the business of healthcare systems. Clinical opportunities for role transitions.

Corequisites: NURS 234/PHIL 234, NURS 235/PSYC 235

Prerequisites: NURS 220

NURS 234
Ethics and Policy in Healthcare III **2**
Analyzes and applies values, ethics, and legal decision-making frameworks and policies used to support the well-being of people and groups within the context of the healthcare professions. This content is embedded into and taught seamlessly with the theory content in NURS 230.

Corequisites: NURS 230, NURS 235/PSYC 235

Prerequisites: NURS 220

NURS 235
Psychosocial Issues in Healthcare III **1**
Examines some determinants of health and illness including social, psychological, environmental, spiritual, and cultural dimensions across the lifespan and within the context of healthcare. This content incorporates knowledge acquired in prerequisites and is embedded into and taught seamlessly with the theory content in NURS 230.

Corequisites: NURS 230, NURS 234/PHIL 234

Prerequisites: NURS 220

NUTRITION

Nutrition courses provide preparation for nutrition and other health science disciplines. These courses satisfy the Natural Science (NS) graduation distribution requirement.

NUTR& 101
Nutrition **5**
(NS) Basic principles of nutrition for pregnancy, infants, children, adolescents and adults; guidelines for healthy diet, nutrient functions and food sources; digestion, absorption and metabolism of nutrients; energy balance, weight control and sports nutrition; and the role of nutrition in physiological growth and development, maintenance of optimal health and fitness, and chronic disease prevention.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 96

NUTR 120
Vegetarian Cooking:
Plant-Based Food Plans for People and the Planet **3**
Nutritional benefits and disadvantages of a plant-based diet. Application of knowledge through weekly food preparation sessions for applied learning of course content to include: cultural interpretation of plant-based diets, types of vegetarian diets, plant-based diets and their impact on weight-management, health and digestion, complementarity of proteins, vitamin and mineral status, and practical application in eating away from home.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 96

NUTR 126
Nutrition in Health Care I **1**
Principles of nutrition for the adult including the food pyramid for a healthy balanced diet, necessary micro and macronutrients in maintaining homeostasis, types of specialty diets, and guidelines for adequate nutrition needed to maintain optimal health. Assessing nutritional status by looking at pertinent laboratory values, calculating a patient's BMI, and assessing a patient's ability to ingest and digest their food. How a patient's nutritional status is affected by chronic diseases such as Diabetes Mellitus types 1 and 2. Conditions requiring rehabilitation, and how pharmacokinetics affects and is affected by a patient's nutritional status. Enteral feedings, with assessment of calorie needs as well as tube feeding rates and issues. Introduction to Total Parenteral Nutrition. Classroom principles are applied in the clinical setting with patients in long term care facilities. Perform assessments on patients, including nutritional status, as well as elimination needs that can be partially addressed by nutritional intake.

Corequisites: NURS 120

NUTR 136
Nutrition in Health Care II **2**
Principles of nutrition for the adult with a focus on specialty diets to manage acute and chronic health alterations. Guidelines for meeting adequate nutritional needs in the adult patient that contribute to positive outcomes. Assessment of the patient condition and consideration of comorbidities to manage the types of diets that promote healing. Assessing nutritional status by looking at pertinent laboratory values, pharmacological considerations, and a patient's ability to ingest and digest their food. Planning for managing adequate nutritional intake, as well as consulting with an interprofessional health care team to meet a patient's changing nutritional needs. Principles are applied in the clinical setting with hospitalized patients. Perform assessments on patients that include nutritional status, as well as elimination needs that can be partially addressed by their nutritional intake.

Corequisite: NURS 130

Prerequisites: NURS 120

NUTR 160
Sports Nutrition **5**
(NS) Introductory study of sports nutrition and its relationship to health, fitness, and athletic performance. Provides specific nutritional recommendations for individuals participating in recreational exercise as well as for competitive athletes training to improve sports performance. Includes evaluation of ergogenic aids, dietary supplements, and nutritional practices promoted to enhance athletic performance. Body composition analysis also included. Meets AAS DTA Natural Science non-lab science degree requirement (Part B).

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 96

NUTR 180
Sustainable Food Systems: What to Eat and Why It Matters **5**
(NS-L) Study of the current food system in the U.S. and its relationship to the environment, the economy and health, particularly the nutritional health of citizens. Specific recommendations to help individuals and institutions promote and implement sustainable practices. Service learning component and weekly food preparation laboratory sessions for applied learning of course content. Exploration of environmental impact of food choices including nutrient value of foods and food safety. Two field trips.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 96

NUTR 216
Nutrition in Health Care III **1**
Principles of nutrition for infant, maternal, and pediatric patients. Guidelines for nutritional requirements at preconception, perinatal, and birth through childhood. The principles of assessing nutritional status are included in looking at pertinent laboratory values, percentiles via a growth chart, and calculating a patient's BMI. How a patient's nutritional status affects growth and development from infancy through puberty. Assessing for normal growth patterns, and for nutritional deficits and metabolic conditions, as well as specialty diets that promote optimal outcomes. Principles are applied in a variety of clinical setting with maternal-child and pediatric patients.

Corequisite: NURS 210

Prerequisites: NURS 130

NUTR 226
Nutrition in Health Care IV **1**
Review of the principles of nutrition for the adult including the digestion, absorption, and metabolism of needed nutrients for maintenance of optimal health. Nutritional requirements for surgical and nonsurgical wound healing, how a patient's nutritional status is affected by chronic and acute conditions and diseases, and the role nutrition plays in disease prevention. Nutritional considerations, types of diet, and specific nutrients needed for the management of diseases and conditions such as renal failure, cancer, liver disease, diabetes mellitus types 1 and 2, burns, and HIV/AIDS. The components of parenteral and total parenteral nutrition (TPN), assessment of a patient's parenteral nutritional needs, and skills training in application of this type of delivery. Principles are applied in the clinical setting with patients in acute care facilities. Performing assessments on patients, examining the interdependence of nutritional status, laboratory values, and disease and condition management in determining the maintenance of homeostasis.

Corequisite: NURS 220

Prerequisites: NURS 210

OCEAN TECHNOLOGY

OCEAT 111
Ocean Technology **1-5**
Conduct ocean sampling using standard oceanographic tools and techniques. Includes techniques for sampling surface and deep water quality, composition, temperature, density, currents, salinity, turbidity, dissolved gases and solids, and plankton; as well as ocean floor sediment and marine life sampling. Determining depth and location. Analysis and interpretation of water and sediment sample data. May be repeated two times for credit.

OCEANOGRAPHY

Oceanography courses involve studying the origin, composition, structure, and motion of Earth's oceans. Oceanography 101 satisfies the Natural Science Lab (NS-L) graduation distribution requirement.

OCEA& 101
Introduction to Oceanography w/Lab **5**
(NS-L) Introduction to Earth's oceans, including origin and evolution of ocean basins, composition and variability of seawater, oceanic structure and circulation patterns, and marine pollution. Laboratory projects stress hands-on experiments and field experiences.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH 86

OCEA 294
Oceanographic Research **1-3**
In collaboration with faculty and peers, students propose, design, and conduct field/laboratory research, or propose and design an independent analysis of an existing long-term data set. After obtaining approval by a faculty mentor, students explore areas of interest, employ valid and ethical research methods, and log, document and present research progress.

Prerequisites: Instructor permission

PHILOSOPHY

To study Philosophy is to pursue the truth. It is a discipline which asks "why?" and probes for deeper answers. It requires an open mind and a desire to evaluate argumentation for its reasonableness. Philosophical investigation applies to every other discipline, from art to science, so whatever you plan to major in, Philosophy may be of interest to you. Those with a degree in Philosophy can find rewarding careers in social and community service, research, and in nonprofit organizations, museums, libraries and communications. A degree in Philosophy is also useful to those who choose to enter the clergy or go into counseling, teaching, law, business or writing.

PHIL& 101
Introduction to Philosophy **5**
(H, SS) Study of the more important questions that have shaped the development of philosophical thought throughout history. Areas of investigation include: the nature of reality, the nature of knowledge, the nature of personal identity, and the nature of the mind.

PHIL 110
Social Ethics **5**
(H, SS) Social-ethical study of society focusing on the 'great burning issues of the day.' Students will be encouraged to think for themselves and engage the instructor and one another in dialogue about some of the most controversial disputes of the day. The specific topics covered will vary from year to year.

PHIL 114
Ethics and Policy in Healthcare I **2**
(H) Explores values, ethics, and legal decision-making frameworks and policies used to support the well-being of people and groups within the context of the healthcare professions. This content is embedded into and taught seamlessly with the theory content in NURS 110.

Corequisite: NURS 110

Prerequisites: Successful admission into EvCC Nursing Program

PHIL& 115
Critical Thinking **5**
(H, SS) Focus on analyzing, evaluating, and constructing thought in clear logical fashion, with application to various fields. The criteria to be used when determining truth and falsity will also be examined. The course is a non-symbolic approach to logic and does not fulfill a quantitative skills requirement.

PHIL& 120
Symbolic Logic **5**
(Q, NS) The course is a study of the methods and principles used to distinguish correct from incorrect reasoning. After establishing a few basic concepts, the course will proceed to discuss three types of symbolic logic: Categorical, Propositional, and Predicate. Students are expected to participate in working through problems and proofs presented in the text and in class.

Prerequisites: Eligibility for MATH 96

PHIL 125
Ethics in 21st Century World Cinema **5**
(H, SS) This course is a study of important approaches to moral thought using both philosophical texts and foreign films from the 21st century. Students will become better equipped to understand and critique why individuals from around the world differ in their moral judgments.

PHIL 214
Ethics and Policy in Healthcare II **1**
(H) Course applies values, ethics, and legal decision-making frameworks and policies to support the well-being of people and groups within the context of the healthcare professions. This content is embedded into and taught seamlessly with the theory content in NURS 210.

Corequisites: NURS 210

PHIL 215
Ethics **5**
(H, SS) Study of some of the more important questions that have shaped the development of moral philosophical thought from ancient times to the present. Students will be encouraged to think for themselves and engage the instructor and one another in dialogue about the most ethically correct course of action in a wide variety of applications. Focus is on understanding why individuals differ in their moral judgments, and the tools needed to continue investigations of ethical issues.

Prerequisites: Eligibility for ENGL& 101

PHIL 234
Ethics and Policy in Healthcare III **2**
(H) Analyzes and applies values, ethics, and legal decision-making frameworks and policies used to support the well-being of people and groups within the context of the healthcare professions. This content is embedded into and taught seamlessly with the theory content in NURS 230.

Corequisites: NURS 230

PHIL 267
Philosophy of Religion **5**
(H, SS) Philosophical study of religious thought focusing primarily on the religious-philosophical and theological thinking associated with Christianity but not excluding Judaism, Islam, Buddhism or Hinduism.

PHIL 360
Business Ethics **5**
Investigate ethical problems in business through ethical theories, course readings, selected articles and case studies. Original research and discussion of business related ethical issues such as social responsibility in corporate culture and governance, whistle-blowers, ethics in marketing and outsourcing, environmental sustainability, employee rights, and equity in hiring and advancement.

Prerequisites: ENGL& 101 and admission to the BAS in Accounting program

PHLEBOTOMY

See Health Sciences

PHOTOGRAPHY

Photography courses emphasize skill development in digital photography. The program strives to bridge the gap between the academic and the technical as well as the fine art and commercial applications of the medium.

PHOTO 110
Introduction to Digital Photography **5**
(HP) Introductory course in photography. Technical skills covered include DSLR camera operation, Adobe Lightroom processing techniques and output methods. Aesthetic concerns include traditional design and compositional theory. Critique sessions and written assignments encourage development of creative process, visual literacy and critical thinking. Designed for anyone interested in photography, both photo majors and non-majors.

PHOTO 111
Black and White Digital Photography **5**
(HP) Black and white imaging as the basis for learning technical skills including manual DSLR camera operation, RAW exposure, RAW Photoshop workflow, printing and presentation techniques. Aesthetic concerns include traditional design and compositional theory. Group critique sessions and written assignments encourage development of creative process, visual literacy and critical thinking. Required for AFA Photography majors.

Prerequisites: PHOTO 110 with a grade of C or higher

PHOTO 112
Creative Explorations **5**
(HP) Third course in the Basic Photography series. Experimentation with various alternative digital processes as the basis for the study of the aesthetic, perceptual and technical theories of photography, and the exploration of the creative process. Processes may include: Digital Pinhole, Digital Infrared, Scanograms, Scanner as Camera, Use of Alternative Printing Materials, Hand Coloring and Polaroid Transfer, among other possibilities. Group critique sessions offer the opportunity for idea development, interpretation and evaluation of photographic imagery via written and verbal discussion.

Prerequisites: PHOTO 110 and PHOTO 111, each with a grade of C or higher

PHOTO 195
Foundation Portfolio Review **3**
Portfolio review of student's work upon successful program core curricula courses. Students work with program instructors in building and evaluating a submitted portfolio to determine their readiness for advanced level courses leading to an AFA degree.

Prerequisites: ART 110, GRAPH 172, PHOTO 110, PHOTO 111, and PHOTO 230, each with a grade of C or higher

PHOTO 210
Color Theory: Concept and Practice **5**
(HP) Introduction to contemporary color theory for photographers. Explores advanced capture techniques and multiple post processing tools for color manipulation. Projects will focus on both creative development and the strengthening of practical skills from concept to presentation. Through group critiques students investigate idea development, cultural and social context, interpretation, and evaluation via verbal discussions and written statements.

Prerequisites: PHOTO 111 with a grade of C or higher

PHOTO 211
Advanced Processes for Digital Photography **5**
(HP) Study and application of advanced digital processes. May include but not limited to: digital pinhole photography, image restoration, advanced retouching, advanced masking and compositing methods for correction and creative purposes. Advanced printing techniques and alternative exhibition strategies also explored.

Prerequisites: PHOTO 111 with a grade of C or higher

PHOTO 212
Visual Thesis Project **5**
(HP) Advanced students develop a body of personal work based on a project proposal, to be publicly exhibited. The process includes a written proposal, the development of the work based on multiple critiques, an oral presentation, several written statements and the production of the work to be formally exhibited.

Prerequisites: PHOTO 111 with a grade of C or higher, and five (5) other 5-credit Photography courses, each with a grade of C or higher.

PHOTO 230
History of Photography **5**
(H) An overview of the history of photography with attention to aesthetic and cultural context and photography's multiple functions in society. Provides the student with the concepts necessary to effectively view and interpret photographic imagery as both artistic expression and factual report.

PHOTO 243
Studio Lighting for Photo and Video **5**
Study of constant studio lighting and digital camera techniques. Includes digital camera capture and workflow, concepts in studio lighting, subject and spatial manipulation techniques applicable for use with still and/or motion photography. Equipment is provided.

Prerequisites: PHOTO 111 with a grade of C or higher

PHOTO 244
Studio Lighting for Portraiture **5**
Study of studio and location lighting strategies for use in digital photographic portraiture. Includes strobe and flash systems, traditional and non-traditional portraiture, posing, set design, layout, and directing. Student projects and final body of work may be personal or commercial in nature. Studio strobes, flash systems, digital cameras, meters, and grip equipment provided. May work in black and white, color, or both.

Prerequisites: PHOTO 111 with a grade of C or higher

PHYSICAL EDUCATION, HEALTH AND WELLNESS

The Physical Education, Health and Wellness (PEHW) program provides students with the opportunity and knowledge to establish and maintain a healthy lifestyle through physical activity. A wide variety of classes are available each quarter. Activity classes are appropriate for beginning through advanced skill and fitness levels. Three credits of activity classes may be applied to the AAS Degree - DTA.

PEHW 100
Beginning Yoga **1-2**
(TE) A unique exercise program to improve fitness through development of flexibility, strength, and vitality. Special emphasis on yoga techniques for stress reduction, relaxation, posture and deep breathing. Introduction to visualization and meditation plus yogic diet, lifestyle and philosophy. May be repeated two times for credit.

PEHW 101
Intermediate Yoga **1-2**
(TE) Progressive training in yoga postures with breath techniques and sequence development. Exploration of yogic diet, lifestyle, meditation and philosophy. Demonstration of greater understanding of yoga and personal practice through teaching yoga within the classroom.

Prerequisites: PEHW 100 with a grade of C or higher

PEHW 102
Tai Chi **1**
(TE) Classical Chinese exercise. Effortless, rhythmic art stressing slow breathing and relaxed postures and absolute calmness of mind. It promotes health and inner tranquility. May be repeated two times for credit.

PEHW 103
Beginning Karate **1-2**
(TE) Fundamentals of the martial art of Karate. Basic techniques with a strong emphasis on physical fitness and self-defense. Effectively increases endurance, confidence, coordination and personal strength, both physically and mentally. It is an excellent supplementary sport to increase agility. Strongly recommended for exercise and self-defense for both men and women. May be repeated two times for credit.

PEHW 104
Intermediate Karate **1-2**
(TE) Intermediate karate is the continuation of Beginning Karate/Self-Defense with emphasis on correct mental attitude, physical fitness, and self-defense. Practice on timing, agility and balance, and preparation of students for the first color belt. May be repeated two times for credit.

Prerequisites: PEHW 103 with a grade of C or higher, or instructor permission

PEHW 105
Advanced Karate **1-2**
(TE) Advanced Karate is the continuation of Intermediate Karate with strong emphasis on perfect execution of advanced techniques. Timing, distance, and use of the correct technique at the correct time are stressed. Strong emphasis on physical fitness and protection for men and women. May be repeated two times for credit.

Prerequisites: PEHW 104 with a grade of C or higher, or instructor permission

PEHW 110
International Folk Dance **1-2**
(TE) Physical and mental exercise while participating in a variety of international folk and line dances. Basic steps, formations, and dance positions of various international and American folk and line dances. May be repeated two times for credit.

PEHW 111
Kick Boxing Aerobics **1-2**
(TE) Dynamic low impact aerobic workout combining punches, jabs, and variety of kicks to strengthen upper and lower body. Effectively increases endurance, coordination, strength and balance. May be repeated two times for credit.

PEHW 113
Bench Step Aerobics **1-2**
(TE) Bench stepping for aerobic conditioning. Exercises for flexibility, strength, cross training, and step combinations, performed on a lightweight platform designed for step training. Bench step aerobics is low impact with high intensity fitness training. May be repeated two times for credit.

PEHW 114
Zumba **1-2**
(TE) Improve your fitness in aerobic exercise routines set to Latin-infused dance music. Routines feature interval training sessions with fast and slow rhythms and resistance training to help tone and sculpt the body. May be repeated two times for credit.

PEHW 116
Cardio Fusion/Core Workout **1-2**
(TE) Workout set to music is designed to train various aspects of fitness through activities such as "boot camp," High Intensity Interval Training (HIIT), circuit training, and floor and step aerobics. Stability and BOSU® balls, weights, heavy balls, and flex tubing round out total body conditioning. Emphasis on safe and proper technique and body mechanics. No previous exercise experience is necessary.

PEHW 119
Introduction to Strength and Conditioning **1-2**
(TE) Designed for students pursuing collegiate athletics or public safety careers. Information will be provided on proper techniques and program design for weight lifting, mobility, stability, speed, and agility. Various types of periodization strategies are introduced. Recommended prerequisite: PEHW 125 with a grade of C or higher

PEHW 120
Circuit Fitness **1-2**
(TE) Fast fitness! Circuit fitness develops cardiovascular fitness, muscular endurance, and flexibility through the use of weight machines, treadmills, rowing machines, and exercise bikes. Improve your fitness in minimum time with maximum benefits. May be repeated two times for credit.

PEHW 121
Walk, Jog, Run **1-2**
(TE) Walk, jog, and run your way to improved fitness. Correct techniques, basic physiology, and training methods for walking, jogging, and running. May be repeated two times for credit.

PEHW 123
Spin Cycling **1-2**
(TE) Indoor stationary cycling combines basic cycling movements with motivational coaching and heart rate training to create a great cardiorespiratory workout with no impact. Designed for all fitness levels. May be repeated two times for credit.

PEHW 125
Weight Training Level 1 **1-2**
(TE) Proper resistance training techniques and program design concepts are introduced. Students create personalized workouts based on individual fitness assessments. May be repeated two times for credit.

PEHW 126
Weight Training Level 2 **1-2**
(TE) Proper resistance training techniques and program design concepts are taught in detail, building upon concepts from PEHW 125. Supersets, compound sets, and "The Big Six" movements (squat, bend/deadlift, lunge, push, pull, twist) are introduced. Students create personalized workouts based on individual fitness assessments. Various types of periodization strategies are introduced. May be repeated two times for credit.

Prerequisites: PEHW 125 with a grade of C or higher, or instructor permission

PEHW 128
Women on Weights **1-2**
(TE) Individualized conditioning program for various components of fitness. Strength on the stability ball, free weights, circuits, cardio/step with additional focus on learning principles of fitness to create personalized workouts. Course is open to all students. May be repeated two times for credit.

PEHW 148
Volleyball **1-2**
(TE) Practice and development of volleyball skills: serving, passing, setting, and spiking. Rules and court strategy through team play. May be repeated two times for credit.

PEHW 149
Basketball **1-2**
(TE) Basketball techniques and skills: dribbling, passing shooting. Practice and development of offensive and defensive strategy through competitive play. May be repeated two times for credit.

PEHW 201
Emergency Response **5**
(TE) Provides information and practice necessary for development of personal judgment, first aid knowledge and skills for self-help, help for others, and preparation for emergencies. Includes all levels of CPR. Successful completion of course may lead to American Red Cross "Emergency Response" and "CPR for the Professional Rescuer" certifications.

PEHW 203
Lifetime Health and Wellness **5**
(TE)Dimensions of wellness, principles of and training for health-related fitness, the relationship of lifestyle habits to chronic disease, basic nutrition, stress management, and wellness for life.

Prerequisites: Eligibility for ENGL& 101

PEHW 235
Consumer Health **5**
(TE) Identify reliable sources of health information; differentiate between legitimate and fraudulent nutrition, exercise, weight loss, and health product claims; select appropriate health-care providers, products, and services.

Prerequisites: Eligibility for ENGL& 101

PHYSICAL SCIENCE

See Atmospheric Science, Geology, Oceanography and Physics

PHYSICS

Physics courses provide preparation for science, math, pre-medicine and engineering disciplines. These courses satisfy the Natural Science Lab (NS-L) graduation distribution requirement.

Engineering Physics

This series of courses is intended for those who seek to transfer into an Engineering or Physical Science program at a four-year institution. Lectures emphasize problem-solving techniques as applied to concepts from classical physics. Laboratory focuses on developing experimental and analytical techniques that will allow students to complete an independent laboratory research project.

PHYS& 231
Engineering Physics I Laboratory **1.5**
(NS-L) Basic techniques of analysis useful for modeling experimental results and uncertainties. Working effectively as part of a team. Scientific and engineering report writing. Developing independent research skills. Offered concurrently with PHYS& 241; course material does not directly parallel PHYS&241 course material.

Corequisites: PHYS& 241

PHYS& 232
Engineering Physics II Laboratory **1.5**
(NS-L) Basic techniques of analysis useful for modeling experimental results and uncertainties. Working effectively as part of a team. Scientific and engineering report writing. Developing independent research skills. Offered concurrently with PHYS& 242; course material does not directly parallel PHYS&242 course material.

Corequisites: PHYS& 242

PHYS& 233
Engineering Physics III Laboratory **1.5**
(NS-L) Development and completion of team-designed experiment(s) utilizing instructor-approved topics. Production of a publication-quality report of results. Offered concurrently with PHYS&243.

Corequisites: PHYS& 243

Prerequisites: MFT T 103 or PHYS 130 with a grade of C or higher

PHYS& 241
Engineering Physics I **4**
(NS-L) Mechanics. First quarter of one-year calculus-based sequence (PHYS& 241-243) in classical and modern physics for engineering majors and most science majors planning to transfer.

Corequisites: PHYS& 231

Prerequisites: MATH& 151 and PHYS& 114, each with a grade of C or higher; OR passing Physics Placement test; AND eligibility for ENGL& 101

PHYS& 242
Engineering Physics II **4**
(NS-L) Thermodynamics and Waves. Second quarter of one-year calculus-based sequence (PHYS& 241-243) in classical and modern physics for engineering majors and most science majors planning to transfer.

Corequisites: PHYS& 232

Prerequisites: PHYS& 241 AND MATH& 152, each with a grade of C or higher

PHYS& 243
Engineering Physics III **4**
(NS-L) Electromagnetism. Third quarter of one-year calculus-based sequence (PHYS& 241-243) in classical and modern physics for engineering majors and most science majors planning to transfer.

Corequisites: PHYS& 233

Prerequisites: PHYS& 242 AND MATH& 163, each with a grade of C or higher

General Physics

Laboratory science courses for liberal arts students and those in pre-professional programs not requiring calculus-based physics. Emphasis on historical development, experimental methods, basic problem-solving skills, and relationships between physics and other areas of study.

PHYS 102
Concepts and Connections **5**
(NS-L) Laboratory-based introduction to physics that explores the nature of the universe using classical and modern theories of physics. Emphasizes the historical development of these theories and the scientific method and role of measurement in science. Emphasizes conceptual rather than mathematical understanding of physics.

Prerequisites: Eligibility for ENGL& 101 AND eligibility for MATH& 141

PHYS& 114
General Physics I **5**
(NS-L) First course in a one-year algebra-based General Physics sequence (PHYS& 114-116). Topics include motion, force, momentum and energy.

Prerequisites: Eligibility for ENGL& 101, AND MATH& 142 or MATH& 144 with a grade of C or higher, or concurrent enrollment

PHYS& 115
General Physics II **5**
(NS-L) Second course in a one-year algebra-based General Physics sequence (PHYS& 114-116). Topics include periodic motion, mechanical waves and thermodynamics.

Prerequisites: PHYS& 114, AND MATH 138 or MATH& 142 or MATH& 144 or equivalent with a grade of C or higher

PHYS& 116
General Physics III **5**
(NS-L) Third course in a one-year algebra-based General Physics sequence (PHYS& 114-116). Topics include electromagnetism and light. (Formerly PHYS& 123).

Prerequisites: PHYS& 114 with a grade of C or higher, AND MATH& 142 or MATH& 144 or equivalent with a grade of C or higher

PHYS 130
Fabrication Skills and Safety **1**
Designed to introduce students to the tools used in woodworking and metal fabrication, instruct students in proper use of these tools and safety protocols associated with the tools and a shop in general. This course is a prerequisite for use of tools in the physics/engineering shop and 3-D arts studio.

POLITICAL SCIENCE

Political science involves the critical study of governing institutions, interest groups, mass media, law, and public policy options with special emphasis on the importance of democratic citizen participation in the following courses: American Government, Introduction to Politics, International Relations, and Politics of Diversity. All political science courses can be counted towards either social science distribution credits or elective credits. Those who earn a degree in political science can pursue a wide variety of careers both in the public and private sectors.

POLS& 101
Introduction to Political Science **5**
(SS) Consideration of fundamental and enduring political questions as addressed by philosophers, novelists, playwrights and essayists, as well as political scientists. What is politics? What difference does it make? How do political systems begin? What is political control? What are the threats to political control? What are the similarities and differences in political systems? How are such systems evaluated? How do they change? Can morality inform politics?

Prerequisites: Eligibility for ENGL& 101

POLS& 200
Introduction to Law **5**
(SS) Legal institutions and processes, law as a system of social thought and behavior and a framework in which rival claims are resolved; legal reasoning; law as a process of protecting and facilitating voluntary arrangements in a business environment. Required law course for University of Washington business transfer students.

Prerequisites: Eligibility for ENGL& 101

POLS& 202
American Government **5**
(SS) Introductory analysis of the process by which policy is made at the national level in the United States. Constitutional origins and development; ideology; influence through public opinion and media, parties and elections; interest groups and PACs; policy-making by Congress, Presidency and courts; policies, including civil rights and civil liberties.

Prerequisites: Eligibility for ENGL& 101

POLS& 203
International Relations **5**
(SS) Introductory analysis of relations between and among nation states and other actors in the global system. Nationalism and its expressions; alternatives to nationalism; formulating and implementing foreign policy; instruments of and restraints on power; major global problems; future scenarios.

Prerequisites: Eligibility for ENGL& 101

POLS& 204
Comparative Government **5**
(SS) Introductory comparative analysis of national political systems, including those identified as Western Democratic, Authoritarian and Transitional. Levels of development; ideologies; constitutions; forms of participation; structures of government; policies.

Prerequisites: Eligibility for ENGL& 101

POLS 210
The Politics of Diversity **5**
(SS, D) Introductory analysis of majority/minority relations in the American experience; the political meaning of majority and minority status; strategies employed by majority to maintain status; strategies employed by groups with minority status to enhance their power, including assimilation, accommodation, separatism, and radicalism; case studies of groups exemplifying these strategies; future prospects for success of these strategies.

Prerequisites: Eligibility for ENGL& 101

PROPERTY MANAGEMENT

Certificate program prepares students for work at front desk for multi-family housing units. Focuses both on an understanding of Section 8 and supportive housing, as well as the basic response to tenants. Students should be able to comfortably converse and write in English and have some keyboarding experience.

PSYCHOLOGY

The science of psychology looks at the complexities of individual human behavior. It is a broad spectrum of science which looks at the individual determinants of behaviors through examining social influences, physiological mechanisms, and cognitive development. The science of psychology helps us understand the individual differences in human behavior as well as the richness and complexities of the human experience.

PSYC& 100
General Psychology **5**
(SS) Psychology as a science focusing on five major theoretical perspectives in contemporary psychology: biological, cognitive, humanistic, psychoanalytical and learning. Topics include the nervous system, heredity and maturation, sensory processes, perception and attention, statistical concepts, motivation, emotion, intelligence, learning and remembering, thinking, personality, adjustment, and social and abnormal behavior.

Prerequisites: Eligibility for ENGL& 101

PSYC 125
Psychosocial Issues in Healthcare I **2**
(SS) Examines some determinants of health and illness including social, psychological, environmental, spiritual, and cultural dimensions across the lifespan and within the context of healthcare. This content incorporates knowledge acquired in prerequisites and is embedded into and taught seamlessly with the theory content in NURS 120.

Corequisites: NURS 120

Prerequisites: NURS 110

PSYC 180
Drugs, Behavior and Society **5**
(SS) Introduction to psychopharmacology (the study of the effects of drugs on the brain and behavior) and the processes of drug addiction. An overview of drug use historically and in contemporary society from community and biopsychosocial perspectives. Examines strategies for drug abuse prevention/education and intervention approaches. Explores issues surrounding drug use and its relationship to crime, medicalization in our society, and various movements aimed at drugs.

Prerequisites: Eligibility for ENGL& 101

PSYC& 200
Lifespan Psychology **5**
(SS) Study of quantitative and qualitative developmental changes that occur throughout the human lifespan. Emphasis on understanding physical, emotional, social and cognitive development.

Prerequisites: PSYC& 100 or SOC& 101 with a grade of C or higher AND eligibility for ENGL& 101

PSYC 205
Introduction to Personality **5**
(SS) Examination of theoretical approaches to personality, major philosophical positions, experimental methods, and data used in evaluating various personality theories.

Prerequisites: PSYC& 100 or SOC& 101 with a grade of C or higher, AND eligibility for ENGL& 101

PSYC 209
Research Methods in the Social Sciences **5**
(SS) Overview of the scientific method as used in the social sciences. Major topics include the principles of empirical science, hypothesis generation and testing, research design, data analysis and interpretation, the dissemination of scientific knowledge, and ethical issues in research. Credit cannot be earned in both PSYC 209 and SOC 209.

Prerequisites: Any 100-level Social Sciences course with a grade of C or higher; and eligibility for ENGL& 101; and MATH 96 or equivalent with a grade of C or higher

PSYC 210
Human Sexuality **5**
(SS, D) Survey of biological, psychological, and social determinants of human sexuality and sexual behavior from diverse perspectives as they relate to culture, gender, sexual orientation, disabilities, and age. Topics include cultural diversity, sexual development (physical and psychological), sexual health, reproduction (pregnancy, contraception, abortion), development of sex, gender and sexual orientation, lifespan sexuality, and adult sexual relationships.

Prerequisites: PSYC& 100 with a grade of C or higher AND eligibility for ENGL& 101

PSYC 215
Psychosocial Issues in Healthcare II **1**
(SS) Examines determinants of health and illness including social, psychological, environmental, spiritual, and cultural dimensions across the lifespan and within the context of healthcare. This content incorporates knowledge acquired in prerequisites and is embedded into and taught seamlessly with the theory content in NURS 210.

Corequisites: NURS 210

Prerequisites: NURS 130

PSYC& 220
Abnormal Psychology **5**
(SS) Description, development, and dynamics of behavior disorders and personality as related to contemporary conditions of life. Investigation of techniques used or available to modify behavior.

Prerequisites: PSYC& 100 with a grade of C or higher AND eligibility for ENGL& 101

PSYC 225
Psychosocial Issues in Healthcare III **1**
(SS) Examines some determinants of health and illness including social, psychological, environmental, spiritual, and cultural dimensions across the lifespan and within the context of healthcare. This content incorporates knowledge acquired in prerequisites and is embedded into and taught seamlessly with the theory content in NURS 220.

Corequisites: NURS 220

Prerequisites: NURS 210

PSYC 230
Human Cognition, Learning and Motivation **5**
(SS) Course aims at establishing enduring links between psychological theory, research, and their classroom applications. The focus of PSYC 230 is on cognitive, motivational, and affective development in children and adolescents. Specifically, this body of knowledge comprises biological, perceptual, cognitive, social, and moral development. Course includes reviews and examinations of contemporary educational trends and their impact on individual learning, the school system, and the community.

Prerequisites: PSYC& 100 with a grade of C or higher and eligibility for ENGL& 101

PSYC 235
Psychosocial Issues in Healthcare IV **1**
(SS) Examines some determinants of health and illness including social, psychological, environmental, spiritual, and cultural dimensions across the lifespan and within the context of healthcare. This content incorporates knowledge acquired in prerequisites and is embedded into and taught seamlessly with the theory content in NURS 230.

Corequisites: NURS 230

Prerequisites: NURS 220

PSYC 240
Social Psychology **5**
(SS) Scientific study of the way individuals think, feel and behave in social situations. It applies the scientific method of systematic observation, description, and measurement to the study of individuals in various social situations. Theories and research include person perception, attraction, aggression, altruism, attitudes and attribution. Also offered as SOC 240. Credit may not be earned in both PSYC 240 and SOC 240.

Prerequisites: PSYC& 100 or SOC& 101 with a grade of C or higher, AND eligibility for ENGL& 101

PSYC 256
Special Topics: Psychology Seminar **3-5**
Introduction to contemporary or classic psychological topics. Quarter topics will be determined by faculty or student interest/demand. This format allows for interdisciplinary approaches that include the concept of learning communities. Intended to examine in-depth, current or traditional, psychological issues that normally cannot be examined at this level of interaction-participation in large survey courses. May be repeated two times for credit.

Prerequisites: Any 100-level Social Sciences course AND ENGL& 101 each with a grade of C or higher

RUSSIAN

See World Languages

Don't see the language you're looking for? Please visit EverettCC.edu/World Languages for a list of language courses offered at EvCC and at our 5-Star Consortium member colleges.

SCIENCE PROGRAMS

Science courses provide preparation for a wide range of science, math, pre-medicine, health sciences, technology and engineering disciplines. Most of these courses satisfy either the Natural Science (NS) or Natural Science Lab (NS-L) graduation distribution requirement.

For specific science course offerings, refer to the following catalog headings: Astronomy, Atmospheric Science, Biology, Botany, Chemistry, Computer Science, Engineering, Environmental Science, Geology, Natural Science, Nutrition, Physics, STEM.

SOCIOLOGY

Sociologists explore how social forces shape our everyday lives. Sociology courses provide the skills and knowledge necessary to better understand both local and global social issues. Sociological knowledge is useful for all citizens, and will be especially valuable for students who are planning careers in fields such as human services, medicine, education, law, and business.

SOC& 101
Introduction to Sociology **5**
(SS) Study of society. General survey of cultural and social systems and their relationship to the lives of individuals.

Prerequisites: Eligibility for ENGL& 101

SOC 170
Introduction to Power and Privilege **5**
(H, SS, D) Introductory survey of the individual and institutional issues of power and privilege in the United States. Explores historical, structural, and institutional biases, responses, behaviors, and practices that impact individuals and groups. Analysis of the ways that race, gender, sexuality, socio-economic status, ability, and religion influence the dominant U.S. culture, as well as the ways that individuals and groups have challenged and resisted these norms in search of a just society.

Prerequisites: Eligibility for ENGL& 101

SOC& 201
Social Problems **5**
(SS) Analysis of structural factors contributing to various social problems. Study of theoretical, historical and practical models to resolve these problems.

Prerequisites: Eligibility for ENGL& 101

SOC 209
Research Methods in the Social Sciences **5**
(SS) This course will provide an overview of the scientific method as used in the social sciences. Major topics include the principles of empirical science, hypothesis generation and testing, research design, data analysis and interpretation, the dissemination of scientific knowledge, and ethical issues in research. Credit cannot be earned in both PSYC 209 and SOC 209.

Prerequisites: Any 100-level Social Sciences course with a grade of C or higher; and eligibility for ENGL& 101; and MATH 96 or equivalent with a grade of C or higher

SOC 220
The Family **5**
(SS, D) Analysis of the family as a social institution utilizing cross-cultural, historical, and contemporary perspectives. Examination of the changing conceptions of family, emergent norms, family crises, and the effects of public policy.

Prerequisites: Eligibility for ENGL& 101

SOC 233
Sociology of Nonviolence **5**
(SS) Explores the social and political foundations of nonviolence in a variety of social institutions and settings: interpersonal, community, national and international. Discussion of secular and religious approaches to nonviolence for both individual and society; exploration of the relationship of social ideals like peace to other social goals such as justice, security, and freedom; and research into various social and political movements based in theories of nonviolence.

Prerequisites: Eligibility for ENGL& 101

SOC 240
Social Psychology **5**
(SS) Social psychology is the scientific study of the way individuals think, feel and behave in social situations. It applies the scientific method of systematic observation, description, and measurement to the study of individuals in various social situations. Theories and research include person perception, attraction, aggression, altruism, attitudes and attribution. Also offered as PSYC 240. Credit may not be earned in both SOC 240 and PSYC 240.

Prerequisites: PSYC& 100 or SOC& 101 with a grade of C or higher AND eligibility for ENGL& 101

SOC 255
Medicine across Cultures **5**
(SS, D) Cross-cultural analysis of the environmental, historical, biological and cultural contributions to illness and health. Also offered as ANTH 255. Credit may not be earned in both SOC 255 and ANTH 255. Writing assignments represent a significant component of coursework.

Prerequisites: Eligibility for ENGL& 101

SPANISH

See World Languages

Don't see the language you're looking for? Please visit EverettCC.edu/WorldLanguages for a list of language courses offered at EvCC and at our 5-Star Consortium member colleges.

SPEECH

See Communication Studies

STEM

STEM 101
College Success in STEM **2**
Orientation to academic and career opportunities in Science, Technology, Engineering and Math (STEM). Introduction to functions, responsibilities and characteristics of professionals in STEM related disciplines. Includes presentations by guest speakers from industry and universities sampling the breadth of educational and professional options. Development of academic and personal skills and attitudes that promote success in college study. Satisfies COLL 101 requirement for new degree seeking students.

STEM 102
Equity in STEM through Community-centered Experiences **3 or 5**
(NS-L) Project-based introduction to science, technology, engineering, and mathematics (STEM), focusing on introductory skills in problem solving, mathematical reasoning, and communication. Working in teams, students will contribute to a quarter-long environmental justice project designed to explore various STEM disciplines (i.e. chemistry, biology, and physics) and their interconnectedness. Content will include application of developmental math concepts; units and dimensions; precision and tolerance; teamwork skills; and an introduction to basic software applications.

STEM 103
Introductory Scripting using Python **3 or 5**

(NS) Introductory course for students interested in Science, Technology, Engineering, and Mathematics (STEM) to gain familiarity with programming concepts using Python, while focusing on problem-solving, reasoning, and communication. Uses datasets from fields such as astronomy, biology, linguistics, oceanography, open government, social networks, and more. Includes group work and multi-day projects.

Prerequisites: Eligibility for MATH 96, or concurrent enrollment in MATH 86, TS 86 or HSC 86

STEM 298
Interdisciplinary Design Project **1-2**
(TE) Design projects open to all students in design and manufacturing related fields. Class structure guides interdisciplinary student teams through a process of conceptualizing a project, developing and documenting a detailed design, fabricating a prototype, testing, analysis, and reporting. All students are engaged in all aspects of their project regardless of their home program or discipline. Design projects may be oriented toward regional design competitions. Specific project requirements are tailored to students' educational and practical experience levels. Course may be repeated for credit, enabling students to pursue projects one to three quarters in duration. Lab section provides access to college fabrication facilities and is optional.

Prerequisites: Instruction permission

TECHNICAL DESIGN (CAD)

See Engineering Technology

The Technical Design program offers a certificate or ATA degree to students seeking entry into or career advancement in CAD based design technology. The overall program is designed for maximum flexibility, and may be pursued on a full-time or part-time basis.

THEATRE

See Drama

TRANSITIONAL STUDIES

EvCC's Transitional Studies Division helps students improve their basic skills, upgrade job skills, and prepare for college-level courses. Classes are offered in the day and evening, both on- and off-campus. Students can take classes to finish high school, earn a GED, learn to speak English, and learn basic reading, writing, and math skills.

All students must take a placement test to determine what level they need to begin their studies. Orientation and registration information is available through the Transitional Studies Division Office, Rainier Hall 227, 425-388-9339.

ELA 10
ELA Level 1 Communications **10**
First level of communications for non-native speakers. Focus on listening, speaking, reading, writing, digital literacy, and math skills necessary for transition to college and employment.

Prerequisites: Transitional Studies orientation and assessment, or completion of a TS class within the last six months

ELA 20
ELA Level 2 Communications **10**
Second level of communications for non-native speakers. Focus on listening, speaking, reading, writing, digital literacy, and math skills necessary for transition to college and employment.

Prerequisites: ELA 10 with a grade of C or higher, and Transitional Studies orientation and assessment, or completion of a TS class within the last six months

ELA 30
ELA Level 3 Communications **10**
Third level of communications for non-native speakers. Focus on listening, speaking, reading, writing, digital literacy, and math skills necessary for transition to college and employment.

Prerequisites: ELA 20 with a grade of C or higher, and Transitional Studies orientation and assessment, or completion of a TS class within the last six months

ELA 32
ELA Conversation **3**
Equips students with basic English listening and speaking skills. Intended for students taking or eligible to take ELA 20 or ELA 30.

Prerequisites: Eligibility for ELA 30, and Transitional Studies orientation and assessment, or completion of a TS class within the last six months

ELA 33
ELA Grammar **3**
Equips students with basic English grammar skills to improve communication in both spoken and written forms. Intended for students taking or eligible to take ELA 20 or 30.

Prerequisites: Eligibility for ELA 30, and Transitional Studies orientation and assessment, or completion of a TS class within the last six months

ELA 34
ELA Beginning Vocabulary and Reading **3-5**
Designed to improve academic reading skills for non-native speakers of English. Focus on mastery of reading vital information for daily living skills in our community, using resources to build skills, and basic reading strategies.

Prerequisites: Eligibility for ELA 30, and Transitional Studies orientation and assessment, or completion of a TS class within the last six months

ELA 36
ELA Basic Academic Computer Skills **5**
Designed for students who need introductory computer, technology and keyboarding skills. Emphasis on basic computer skills and learning strategies to help students transition to college-level classes. No prior computer experience is necessary; recommended for students who are new to computers and hesitant about using technology in a learning environment. Intended for students taking or eligible to take ELA 20 or ELA 30.

Prerequisites: Transitional Studies orientation and assessment, or completion of a TS class within the last six months

TS 11
Educational Interview **1-3**
A learner-focused course designed to orient students to the ABE/HSC program and other resources and services. Course will appraise students on their current abilities in reading, writing and math, backgrounds, and interests. Course will review goals and create a plan of action to meet those goals.

Prerequisites: Transitional Studies orientation and assessment, or completion of a TS class within the last six months

TS 31
Reading High School US History I **5**
Analysis of important themes in American social and political history from Revolutionary America to the Civil War. Development of academic literacy including evaluation of content, examining points of view and text analysis. Equivalent of HSC 31. Credit cannot be earned in both HSC 31 and TS 31.

Prerequisites: Transitional Studies orientation and assessment, or completion of a TS class within the last six months

TS 32
Reading American Government and Civics **5**
Emphasis of this class on the critical role of American citizenship through discussion of the Constitution and the Bill of Rights. Students will read, write, listen speak and think critically about how our government operates and their rights and responsibilities as citizens.

Prerequisites: Transitional Studies orientation and assessment, or completion of a TS class within the last six months

TS 33
Reading High School US History II **5**
Analysis of important themes in American social and political history from Reconstruction to the 20th Century. Development of academic literacy including evaluation of content, examining points of view, and text analysis.

Prerequisites: Transitional Studies orientation and assessment, or completion of a TS class within the last six months

TS 34
Reading Washington State History **5**
Integrated reading, writing, listening, speaking, and critical thinking focusing on Washington State History through multicultural perspectives. Students will examine Washington's social, cultural, economic, geographical and political history as well as explore current State issues. Focus on analytical reading of primary and secondary sources.

Prerequisites: Transitional Studies orientation and assessment, or completion of a TS class within the last six months

TS 44
Basic ELA Computer Skills **5**
Designed for ELA students who need basic introductory computer and keyboarding skills. Emphasis is on basic computer skills and learning strategies to help students transition to the college-level classes or workplace. No prior computer experience is necessary; recommended for student who are new to computers and hesitant about using technology in a learning environment.

Prerequisites: Transitional Studies orientation and assessment, or completion of a TS class within the last six months

TS 53
Life Science I **5**
Basic development of two of the five core ideas in the life sciences: structures and function; inheritance and variation of traits. Analysis of scientific methods and critical thinking. Integrated activities and completion of a science project are required.

Prerequisites: Transitional Studies orientation and assessment, or completion of a TS class within the last six months

TS 54
Life Science II **5**
Basic development of three of the five core ideas in the life sciences: matter and energy in organisms and ecosystems; interdependent relationships in ecosystems; natural selection and evolution. Analysis of scientific methods and critical thinking. Integrated activities and a science project are required.

Prerequisites: Transitional Studies orientation and assessment, or completion of a TS class within the last six months

TS 60
Basic Math Skills II **5**
Fractions, decimals, proportions; order of operations; evaluation and simplification of algebraic expressions with whole numbers; solving algebraic equations with whole numbers. Equivalent to HSC 60. Credit cannot be earned in both HSC 60 and TS 60.

Prerequisites: Transitional Studies orientation and assessment, or completion of a TS class within the last six months

TS 64
Reading Essentials **5**
Reading skills designed to introduce students to the academic classroom. Focus on personal, social, cognitive and knowledge-building framework for reading. Introduction to a variety of texts, including those with diversity and social justice themes.

Prerequisites: Transitional Studies orientation and assessment, or completion of a TS class within the last six months

TS 66
Basic Academic Computer Skills **5**
Designed for students who need introductory computer, technology and keyboarding skills. Emphasis is on basic computer skills and learning strategies to help students transition to college-level classes. No prior computer experience is necessary; recommended for students who are new to computers and hesitant about using technology in a learning environment.

Prerequisites: Transitional Studies orientation and assessment, or completion of a TS class within the last six months

TS 70
Preparation for Algebra **5**
Proportions and percentages; integers; order of operations; evaluation and simplification of algebraic expressions; solving algebraic equations with fractions, decimals and integers.

Prerequisites: TS 60 with a grade of C or higher, and Transitional Studies orientation and assessment, or completion of a TS class within the last six months

TS 72
Intermediate Conversation **3**
Equips students with English listening and speaking skills for academic and personal success. Intended for students taking or eligible to take TS 77 or 87.

Prerequisites: Transitional Studies orientation and assessment, or completion of a TS class within the last six months

TS 73
Intermediate Grammar **3**
Focus on basic sentence structure and verb tenses. Prepares students to express their thoughts and ideas in complete sentences with accurate sentence boundaries in both spoken and written forms. Intended for students taking or eligible to take TS 77.

Prerequisites: Transitional Studies orientation and assessment, or completion of a TS class within the last six months

TS 74
Introduction to Study Skills and College Navigation **5**
Focus on college preparation, reading for meaning and information, and study skills. Designed for the student who is returning to school or is seeking ways to survive in college. Identify learning styles, manage time, utilize student support services, read textbooks, take notes and tests, and use library and EvCC webpage resources. Major and career options will be explored and FAFSA will be introduced.

Prerequisites: Transitional Studies orientation and assessment, or completion of a TS class within the last six months

TS 76
Mathematical Literacy **5**
Review of basic concepts in mathematics focusing on real-world applications and conceptual understanding. Topics include: prime factorizations; operations on rational numbers; evaluation of algebraic expressions; ratios, proportions, and percentages; reading graphical interpretations of data; plotting graphs; writing linear relationships using algebra. Equivalent to MATH 76 and HSC 76. Credit cannot be earned in both TS 76 and either MATH 76 or HSC 76.

Prerequisites: Eligibility for HSC, TS, or MATH 76, and Transitional Studies orientation and assessment, or completion of a TS class within the last six months.

TS 77
Introduction to Writing **5**
Introduction to writing through developing knowledge of grammar, usage and sentence structure. Students learn to organize ideas logically, express opinions and provide supporting ideas. Students learn how to provide a concluding statement, do a short research project and take notes on information they have gathered. Students participate in class and small group discussions and explore further education opportunities.

Prerequisites: ELA 30 with a grade of C or higher, and Transitional Studies orientation and assessment, or completion of a TS class within the last six months

TS 81
Geometry I **5**
A basic introduction to the following concepts: congruence, proof, and constructions; similarity and trigonometry; extending to three dimensions.

Prerequisites: Transitional Studies orientation and assessment, or completion of a TS class within the last six months

TS 83
High Intermediate Grammar **3**
Focus on various sentence structures and verb tenses. Improve accuracy in both spoken and written forms of communication. Intended for students who are taking or eligible to take TS 87.

Prerequisites: Transitional Studies orientation and assessment, or completion of a TS class within the last six months

TS 84
Introduction to College Reading **3-5**
Designed to improve students' reading knowledge, skills and abilities in order to prepare for college courses that require reading. Emphasis on reading using metacognitive processes, preparing for and taking part in discussion groups, and building fluency and vocabulary. Equivalent to DEVED 84. Credit cannot be earned in both TS 84 and DEVED 84.

Prerequisites: TS 74 with a grade of C or higher, and Transitional Studies orientation and assessment, or completion of a TS class within the last six months

TS 86
Essentials of Intermediate Algebra **5**
Introductory course in mathematical reasoning, focusing on real-world applications and conceptual understanding. Topics include ratios and percentages, linear models, quadratic applications, algebraic manipulation, statistical measures of center, and geometry. Equivalent to TS 86 and HSC 86. Credit cannot be earned in both MATH 86 and either TS 86 or HSC 86.

Prerequisites: Eligibility for MATH 86, and Transitional Studies orientation and assessment, or completion of TS class within the last six months

TS 87
Writing Structure and Academic Planning **5**
Development of grammar, punctuation and sentence style skills including compound and complex sentences. Development of a portfolio of current and past personal, employment, and educational experiences in order to create an academic plan for future quarters, finish needed credentials, and transition to college or vocational programs.

Prerequisites: Transitional Studies orientation and assessment, or completion of a TS class within the last six months

TS 92
Advanced Conversation **3**
Equips students with English listening and speaking skills to improve communication for academic and career success. Intended for students taking or eligible to take TS 97 or TS 98.

Prerequisites: Transitional Studies orientation and assessment, or completion of a TS class within the last six months

TS 93
Advanced Grammar **3**
Focus on various sentence structures and editing skills that help students accurately express their thoughts and ideas in both spoken and written forms of communication. Intended for students taking TS 97 or TS 98.

Prerequisites: Transitional Studies orientation and assessment, or completion of a TS class within the last six months

TS 94
Introduction to Academic Reading Literature **5**
Reading to advance comprehension, critical thinking and vocabulary skills as well as enhance confidence in preparation for reading college literature assignments. Focus on reading longer works of both fiction and non-fiction with a multicultural perspective. Students will engage in the group process as they discuss different texts.

Prerequisites: Transitional Studies orientation and assessment, or completion of a TS class within the last six months

TS 95
Prior Learning Experience **3**
Students will assess, with the assistance of instructor, their current academic abilities and needed level of competencies in reading, writing, and math in order to develop a portfolio with future academic and career plans. At the end of the course, students will have completed a plan that details the remaining requirements towards their adult high school diploma or equivalent certificate.

Prerequisites: Transitional Studies orientation and assessment, or completion of a TS class within the last six months

TS 96
Transitional Computer Skills **5**
Designed for students who need basic computer confidence and skill building. Emphasis is on basic computer skills and learning strategies to help students succeed in college-level classes. No prior computer experience is necessary; recommended for students who are new to computers and hesitant about today's technology as used in college classrooms.

Prerequisites: Transitional Studies orientation and assessment, or completion of a TS class within the last six months

TS 97
Introduction to College Paragraphs **5**
Prepares students for college writing, including advanced grammar and sentence styles and the paragraph structure. Introduces information literacy, research skills, and group projects. Equivalent to ENGL 97 and HSC 97. Credit cannot be earned in both TS 97 and either ENGL 97 or HSC 97.

Prerequisites: Transitional Studies orientation and assessment, or completion of a TS class within the last six months

TS 98
Introduction to College Essays **5**
Prepares students for college writing, including formal academic writing styles and the essay structure. Introduces information literacy, research skills, and documentation styles in order to transition successfully to college level classes. Equivalent to ENGL 98 and HSC 98. Credit cannot be earned in both TS 98 and either ENGL 98 or HSC 98.

Prerequisites: Transitional Studies orientation and assessment, or completion of a TS class within the last six months

TS 099
Academic Support Modules **1-5**
Academic Support Module courses offer 1-5 credit modules in pre-college level reading, learning strategies, study skills support, and basic computer technology for academic success in college classes. Designed for all students needing or desiring extra learning strategies, reading skills, and study skills support in their college courses.

Prerequisites: Transitional Studies orientation and assessment, or completion of a TS class within the last six months

WELDING AND FABRICATION

The Welding Program is designed to meet the expanding needs of the many occupations that utilize welding and fabrication. The welding department provides a balanced course of study including both hands-on learning experiences, technical information and general education courses. Students have the option to choose a course of study that best fits their needs: (1) preparation for a career in welding with welding certification through the Washington Association of Building Officials and a certificate from Everett Community College; (2) an Associate in Technical Arts degree for those who want to achieve additional welding related goals; (3) welding related skills and information for advancement in their current occupation. Each student will need to purchase about $200 worth of equipment during the training period.

WELD 100
Preparation for Success in Industry **5**
An introduction to standards, processes and operational procedures of the industrial and manufacturing trades. Introduction to employer industry soft-skill standards through classroom activities. Student assessment of common industry requirements for logic and communication used in industry. Individuals will gain the ability to locate and use resources for success at AMTEC. Expectations of welding industry and its relationship to the advanced manufacturing fields in composites, engineering tech, precision machining, mechatronics/robotics. Students will develop academic, personal skills and attitudes that promote success in a college environment.

WELD 101
Introduction to Welding **5**
Introduction to welding including safety, set-up and operation of tools and equipment common to fabrication shop, common metallurgical terms, alloying elements used in the production of carbon steels and their effects.

Prerequisites: MFG T 100 with a grade of C or higher, or concurrent enrollment

WELD 105
Introduction to Fabrication Planning **5**
Welding with a focus on the preparation tasks needed for welding and fabrication. Starting and completing fabrication preparation tasks independently or in teams by focusing on soft skills in topics that include reading and writing material lists, using stock material inventories, economic material layout, measurements of fabrication dimensions, calculating linear lengths of straight and bent weldments, and calculating weights of fabrications, in both English and SI (metric) units. Example problems from fabrication classes Weld 210, 211, 212, 213 are included along with course capstone problems for fabricating a community playground project.

Prerequisites: Eligibility for MATH 76

WELD 111
Basic Layout **2**
Includes baseline radial, cylindrical and triangulation layout techniques used to develop flat pattern, pipe intersections and conical shapes. Basic lofting techniques covering the use of base line, radial and flat pattern triangulation common to the sheet metal fabrication and the HVAC industries. May be repeated two times for credit.

Prerequisites: Instructor permission.

WELD 150
Blueprint Reading for Industry **5**
Comprehensive overview of engineering drawings, lines and symbols as applied to the machine and fabrication trades rather than construction. Study of basic lines of a blueprint, three-view, isometric and orthographic drawings, and welding symbols and their interpretation. Course also includes identification of structural shapes, thread patterns and fasteners common to the metal trades industry. May be repeated one time for credit.

WELD 151
Carbon Steel Metallurgy for the Trades **3**
Metallurgical terms as applied to carbon steels. Properties of metals, phase changes, melting and solidification rates, weld bead metallurgy, and heat affected zones. Alloying elements, their effects on weld material and the distortion of materials due to thermal conditions. An introduction to flame straightening techniques completes the course.

WELD 152
Welding Base Materials: Processes and Procedures **3**
Covers base material classification systems and identification systems including S.A.E. (Society of Automotive Engineers), A.S.T.M. (American Society of Testing and Materials), and A.W.S. (American Welding Society). Also includes the study of common welding processes, power supplies and the reading, writing and interpretation of welding procedures. May be repeated one time for credit.

WELD 153
Non-Ferrous Metallurgy for the Trades **3**
Basic metallurgy of stainless steels and aluminum. Material designation systems, filler metal selection and designation, welding procedures common to non-ferrous metals.

WELD 154
Industrial Safety for the Metal Trades **2**
Personal conduct and professional expectations of welding personnel in a plant setting. Application of the standards of the Occupational Safety and Health Act to compressed gas cylinders, power and hand tools and general shop procedures. Interpretation of Safety Data Sheets. Procedures for proper setup and use of welders. Procedures and proper use of metal forming equipment.

WELD 155
Heat Treatment of Ferrous and Non-Ferrous Metals **2**
Introduction to heat treat equipment, cryogenic equipment, safety protocols for the lab and analyzing results of various heat treatments on ferrous and non-ferrous metals. WELD 151 and/or WELD 153 recommended.

WELD 190
Oxyacetylene Welding and Cutting **5**
Principles and techniques of oxy-acetylene welding and brazing and oxy-fuel flame cutting to develop solid entry level skills required by industry. Set-up and use of hand and machine torches for straight line, pierce cuts and bevel cuts, use of carbon arc and an introduction to hand held plasma cutting. May be repeated one time for credit.

WELD 191
Basic Arc Welding **5**
The principles and techniques of basic manual Shielded Metal Arc Welding using E 6010 and or E 6011 electrodes to make fillet welds and open root welds acceptable to industry standards in the flat, horizontal, vertical and overhead positions. May be repeated twice for credit.

WELD 192
Advanced ARC Welding **5**
The principles and techniques of manual Shielded Metal Arc Welding using E 7018 electrodes to produce fillet, and groove welds in all positions acceptable to industry standards in the flat, horizontal, vertical and overhead positions. Development of skills to the level required for code standards and certification.

WELD 193
Basic Pipe Welding **5**
Principles and techniques of pipe welding using Shielded Metal Arc Welding and or Gas Tungsten Arc Welding. Class includes joint preparation, filler metal selection as applied to the 2G, 5G and 6G welding positions and building skills toward the AWS D1.1 Standard.

WELD 194
Gas Tungsten Arc Welding **5**
Fundamentals and techniques used in the Gas Tungsten Arc Welding process. Course includes set-up and adjustment of the GTAW equipment for use with steel, stainless steel and aluminum. Identifying proper filler metals and shielding gasses for use with steel, stainless steel and aluminum. Welding of fillet, butt and groove welds in the flat, horizontal, vertical and overhead positions to the Washington Association of Building Officials Standard 27-13. Can be repeated two times for credit.

WELD 195
Gas Metal Arc Welding **5**
Principles and techniques of the Gas Metal Arc Welding process on steel, stainless steel and aluminum. Course will include set-up and adjustment of the GMAW equipment for short arc, spray transfer and pulse spray transfer methods. Welding of fillet, butt and groove welds in the flat, horizontal, vertical and overhead positions to the American Welding Society D1.1 Standard. Build skills necessary for industry certification including Washington Association of Building Officials State welding certification.

WELD 196
Flux Core Arc Welding **5**
Principles and techniques of Flux-cored Arc Welding (FCAW) processes on mild steel. Shop safety and set-up and adjustment of equipment. Multiple-pass and groove welds in flat, horizontal, vertical and overhead positions. Development of the skills required for American Welding Society (AWS) D1.1 and /or Washington Association of Building Officials (WABO) 27-13 S standard qualification tests in all positions. May be repeated twice for credit.

WELD 205
Introduction to Fabrication Workshop Improvement **5**
Focus on improving the layout and efficiency of welding and fabrication operations. Continuation of WELD 105 by extending what is learned for single projects to the multi-project workshop. Designed for all skill levels including hobbyist, career welder or welding business owner. Improve the welding and fabrication workshop to meet the demands of lower costs, improved quality, and improved layout for efficiency. Topics include examples of waste, identifying areas for improvement, quality, and getting buy-in from stake holders. Example case studies will be presented of improvements made to welding and fabrication workshops.

Prerequisites: WELD 105 with a grade of C or higher, and eligibility for MATH 76,

WELD 210
Heavy Plate Fabrication **5**
Principles and techniques used in plate fabrication. Class is geared toward the Marine Construction Industry and will include terms, tools and techniques common to ship building. Students will work in teams, from blueprints, to fabricate a small ship hull sections with the use of standard lay-out practices, overhead crane and the set-up and operation of 120 ton hydraulic press brake to fabricate parts. May be repeated one time for credit.

WELD 211
Sheet Metal Fabrication **5**
Procedures and methods of basic sheet metal fabrication. Students plan and produce a variety of projects from prints and drawings utilizing flat pattern lay-out, measuring, bending sequences, spot welding, and the use of hand tools, pan brake, finger brake, roll forms and punches and notching equipment. May be repeated one time for credit.

WELD 212
Pipefitting and Pipe Systems Fabrication **5**
Presents basic pipefitting methods, tools, terms and techniques. Identification of pipe schedules, fitting types and valve types. Working in teams and from blueprints students will fabricate various pipe systems and manifolds using bolted flange connections, welded sections and threaded sections. May be repeated one time for credit.

WELD 213
Practical Fabrication and Advanced Welding Techniques **5**
Sequences and methods of structural steel fabrication and assembly. Identification of structural shapes and their uses. Working from blueprints and or drawings students will plan, fabricate and join various structural shapes and formed parts into a completed project. Student will apply the techniques of out of position welding where vision and accessibility are limited. Proper demonstration of confined space entry, work techniques, and exit are a part of this class. May be repeated one time for credit.

WELD 214
Sub Arc Welding **2**
The components, safety, set up, and operation of the sub arc welding system. Identify the wires and fluxes common to the sub arc process and the selection of the proper wires and fluxes as applied to different base materials. The use of sub arc process to weld various thicknesses of plate and pre-fabricated pipe sections.

Prerequisites: WELD 195 or WELD 196, AND WELD 210, each with a grade of C or higher

WELD 215
Press Brake Operation **3**
The safety, set up, and basic operations of press brake operations. This will include flat pattern lay-out, calculations of bend stretch allowances, bending sequences, forming of multiple bend parts, bump rolling pipe sections and proper choice of various bending dies. The course will also include basic maintenance and adjustments of our 120 ton hydraulic press brake.

Prerequisites: WELD 195 or WELD 196, AND WELD 210, each with a grade of C or higher

WELD 216
Advanced TIG Welding **3**
This course is intended for those who already possess strong basic TIG skills. Advanced TIG welding techniques used in specialized manufacturing such as Aero Space and the Nuclear Industry. Safety, set up and adjustment of water cooled TIG torches. Gas lens selection and use. Set up and use of purge blocks and purge systems. Identification and selection of various tungsten and shielding gasses common to specialized TIG processes. Stainless Steel plate welding in the 3G position and Stainless Steel pipe welding in the 6G position on 2", 3" and 4" pipe. Industry Certification from the Washington Association of Building Officials (W.A.B.O.) is a primary focus of this course.

WELD 217
Aerospace Sheet Metal Fabrication **5**
Procedures and methods of basic sheet metal fabrication with a special focus on the aerospace industry. Students plan and produce a variety of projects from prints and drawings utilizing flat pattern lay-out, measuring, bending sequences, spot welding, and the use of hand tools, pan brake, finger brake, roll forms and punches and notching equipment. Special emphasis on aerospace sector, tools, equipment, common uses, production parts, quality control techniques and industry tolerances. May be repeated one time for credit.

WELD 225
Welding Skills Building **3**
Designed for the student who is seeking practice time prior to taking a state welding certification test or for the student seeking to improve current welding skills through additional lab time. May be repeated two times for credit.

Prerequisites: Instructor permission.

WELD 226
Welding Skills Building 2 **3**
Designed for the student who is seeking practice time prior to taking a state welding certification test or for the student seeking to improve current welding skills through additional lab time to meet current industry standards. May be repeated two times for credit.

Prerequisites: WELD 225 with a grade of C or higher

WELD 231
Welding Capstone **5**
Application of welding processes and techniques learned on carbon steel with necessary changes to an aluminum boat hull using both GTAW and GMAW. Welding codes for the hull and structural components will be discussed, with students evaluating their welds to the requirements of the applicable American Bureau of Shipping (ABS) Part 2, and American Welding Society (AWS) D1.2 Structural Aluminum Code and historical D3.7 Guide for Aluminum Hull Welding. Presentation of completed aluminum boats to invited members of the local marine industry and other employers specializing in aluminum fabrications. Final course for both degree seeking and certificate students in the Welding Program. Students will be assessed for knowledge, skills and work-readiness acquired during the student's welding education. If prerequisites appear to be a barrier to enrollment for this course, contact your instructor who may waive requirements.

Prerequisites: MFG T 100, WELD 101, WELD 105, WELD 194, and WELD 195, each with a grade of C or higher

WELD 285
Computer Numeric Controlled (CNC) Plasma/Waterjet Cutting **5**
Introduction to automated manufacturing on vertical three axis plasma and waterjet Computer Numeric Controlled (CNC) welding equipment with the use of multiple 2D Computer Aided Design (CAD) programs. May be repeated one time for credit.

WELD 286
Aerospace CNC Plasma Cutting **5**
Programming and use of the computerized cutting system using AutoCad with a special focus on the aerospace industry. Special emphasis on aerospace sector, tools, equipment, common uses, production parts, quality control techniques and industry tolerances. May be repeated one time for credit.

WELD 287
CNC Waterjet Cutting **5**
This course serves as an introduction to the waterjet cutting process. Students will program the machine based on CAD drawings and learn the setup, adjustments and operation of the CNC waterjet table on a variety of materials including ferrous and non-ferrous metals and carbon fiber composites.

Prerequisites: WELD 285 or WELD 286 with a grade of C or higher

WELD 288
Aerospace CNC Plasma Cutting 2 **5**
Additional programming and use of the computerized cutting system using AutoCad with a special focus on the aerospace industry. Special emphasis on aerospace sector, tools, equipment, common uses, production parts, quality control techniques and industry tolerances to meet current industry standards. May be repeated one time for credit.

Prerequisites: WELD 286 with a grade of C or higher

WELD 290
Advanced Material Cutting and Processing **5**
Practical application of advanced cutting and processing techniques for material preparation. Enables the student to describe the strengths, weaknesses, and uses of each cutting process presented. Practical performance will be evaluated for oxyfuel, bandsaw, portable bandsaw, miter saw, plasma cutting, lathes and/or waterjet cutting. Blueprints, welding procedures, and other documents will be used to identify the necessary dimensions and requirements for material preparation.

WELD 291
Basic Arc Welding 2 **5**
The principles and techniques of additional basic manual Shielded Metal Arc Welding using E 6010 and or E 6011 electrodes to make fillet welds and open root welds acceptable to industry standards in the flat, horizontal, vertical and overhead positions. May be repeated two times for credit.

Prerequisites: WELD 191 with a grade of C or higher

WELD 292
Advanced Arc Welding 2 **5**
Principles and techniques of additional advanced manual Shielded Metal Arc Welding using E 7018 electrodes to produce fillet, and groove welds in all positions acceptable to industry standards in the flat, horizontal, vertical and overhead positions. Development of skills to the level required for code standards and certification. May be repeated two times for credit.

Prerequisites: WELD 192 with a grade of C or higher

WELD 294
Gas Tungsten Arc Welding 2 **5**
Additional fundamentals and techniques used in the Gas Tungsten Arc Welding process. Course includes set-up and adjustment of the GTAW equipment for use with steel, stainless steel and aluminum. Identifying proper filler metals and shielding gasses for use with steel, stainless steel and aluminum. Welding of fillet, butt and groove welds in the flat, horizontal, vertical and overhead positions to the Washington Association of Building Officials Standard 27-13. May be repeated two times for credit.

Prerequisites: WELD 194 with a grade of C or higher

WELD 295
Work Experience Internship **2-5**
Provides student with a safe, supervised work environment to apply their welding and fabrication skills, fostering professional growth and self-confidence in the welding industry. May be repeated one time for credit.

Prerequisites: Instructor permission

WELD 296
Flux Core Arc Welding 2 **5**
Designed to help students develop additional skills necessary to weld with the FCAW processes and pass an AWS D1.1 and/or a WABO 27-13 Standard Qualification test in all positions. Class will cover safety as applied to the FCAW processes; set-up and adjustment of equipment; multiple pass welds in the flat, horizontal, vertical and overhead positions; and groove welds in the flat, horizontal, vertical and overhead positions to meet current industry standards. Class is primarily a hands-on lab totaling 100 hours.

Prerequisites: WELD 196 with a grade of C or higher

WELD 297
Work Experience Internship 2 **2-5**
Provides students with a safe, supervised work environment to apply their additional welding and fabrication skills, fostering professional growth and self-confidence in the welding industry to meet current industry standards. May be repeated one time for credit.

Prerequisites: WELD 295 with a grade of C or higher, AND instructor permission

WORLD LANGUAGES

Don't see the language you're looking for? Please visit our web-page at EverettCC.edu/WorldLanguages for a list of language courses offered at EvCC and at our 5-Star Consortium member colleges.

The World Languages Department currently offers transferable courses in the ten different languages listed below to develop the global competencies needed by educated citizens who want to succeed in the 21st century. We also offer short and long-term study abroad programs to Germany, Japan, Mexico, Spain and other countries. For further information, contact the appropriate language advisor.

Placement Tests: Students with previous knowledge of Chinese, French, German, Russian, or Spanish should take the new online placement test at /www.perpetualworks.com and a $10 fee applies. For the other languages offered, contact the instructor listed in the course schedule for appropriate placement.

American Sign Language

American Sign Language (ASL& 121, 122, 123; 221, 222, 223) may be used to fulfill the foreign language requirement at some colleges and universities. NOTE: These courses do not prepare a person to function in the role of an interpreter.

ASL& 121
American Sign Language I **5**
(H) Beginning sequence of three courses in American Sign Language (ASL), a visual and gestural language used by Deaf people. These courses are intended to introduce students to the grammar and vocabulary of ASL while focusing on beginning conversational skills. Introduction to the history and culture of those who identify themselves as Deaf. The focus of each of these courses is ASL, its constructions, use and value to the Deaf community. These courses will encourage small and large group activities with exposure to Deaf culture.

ASL& 122
American Sign Language II **5**
(H) Second course of beginning sequence in American Sign Language (ASL), a visual and gestural language used by Deaf people. These courses are intended to introduce students to the grammar and vocabulary of ASL while focusing on beginning conversational skills. Introduction to the history and culture of those who identify themselves as Deaf. The focus of each of these courses is ASL, and its construction, use and value to the Deaf community. These courses will encourage small and large group activities with exposure to Deaf culture.

Prerequisites: ASL& 121 with a grade of C or higher

ASL& 123
American Sign Language III **5**
(H) Third course of beginning sequence in American Sign Language (ASL), a visual and gestural language used by Deaf people. These courses are intended to introduce students to the grammar and vocabulary of ASL which focusing on beginning conversational skills. Introduction to the history and culture of those who identify themselves as Deaf. The focus of each of these courses is ASL, and its construction, use and value to the Deaf community. These courses will encourage small and large group activities with exposure to Deaf culture.

Prerequisites: ASL& 122 with a grade of C or higher

ASL& 221
American Sign Language IV **5**
(H) Continuation of ASL& 121, 122, 123. Sequence of three courses at the intermediate level focusing on developing ASL fluency. Focus on the ability to narrate events that occurred in the past, make suggestions and requests, talk about life events, describe weekend activities, ask about nationality and family names and narrate family immigration history.

Prerequisites: ASL& 123 with a grade of C or higher

ASL& 222
American Sign Language V **5**
(H) Continuation of ASL& 121, 122, 123. Second course in sequence at the intermediate level focusing on developing ASL fluency. Focus on the ability to narrate events that occurred in the past, make suggestions and requests, talk about life events, describe weekend activities, ask about nationality and family names and narrate family immigration history.

Prerequisites: ASL& 221 with a grade of C or higher

ASL& 223
American Sign Language VI **5**
(H) Continuation of ASL& 121, 122, 123. Third course in sequence at the intermediate level focusing on developing ASL fluency. Focus on the ability to narrate events that occurred in the past, make suggestions and requests, talk about life events, describe weekend activities, ask about nationality and family names and narrate family immigration history.

Prerequisites: ASL& 222 with a grade of C or higher

Arabic (Modern Standard)

ARAB 121
Arabic I **5**
(H) First course in a sequence of three courses to practice fundamental elements of Arabic pronunciation, grammar and culture in the context of practical conversational Arabic. Listening, speaking, reading and writing to communicate in a logical, natural and personalized way.

ARAB 122
Arabic II **5**
(H) Second course in a sequence of three to practice fundamental elements of Arabic pronunciation, grammar and culture in the context of practical conversational Arabic. Listening, speaking, reading and writing to communicate in a logical, natural and personalized way.

Prerequisites: ARAB 121 with a grade of C or higher

ARAB 123
Arabic III **5**
(H) Last course in a sequence of three to practice fundamental elements of Arabic pronunciation, grammar and culture in the context of practical conversational Arabic. Listening, speaking, reading and writing to communicate in a logical, natural and personalized way.

Prerequisites: ARAB 122 with a grade of C or higher

Chinese (Mandarin)

CHIN& 121
Chinese I **5**
(H) Beginning sequence of courses to practice functional elements of Chinese pronunciation, grammar and culture in the context of practical conversational Chinese. Listening, speaking, reading and writing to communicate in a logical, natural and personalized way.

CHIN& 122
Chinese II **5**
(H) Beginning sequence of courses to practice functional elements of Chinese pronunciation, grammar and culture in the context of practical conversational Chinese. Listening, speaking, reading and writing to communicate in a logical, natural and personalized way.

Prerequisites: CHIN& 121 with a grade of C or higher, or placement test

CHIN& 123
Chinese III **5**
(H) Beginning sequence of courses to practice functional elements of Chinese pronunciation, grammar and culture in the context of practical conversational Chinese. Listening, speaking, reading and writing to communicate in a logical, natural and personalized way.

Prerequisites: CHIN& 122 with a grade of C or higher, or placement test

French

FRCH& 121
French I **5**
(H) First in a sequence of courses to practice functional elements of French pronunciation, grammar and culture in the context of practical conversational French. Listening, reading and writing to communicate in a logical, natural, and personalized way.

FRCH& 122
French II **5**
(H) Second in a sequence of courses to practice functional elements of French pronunciation, grammar and culture in the context of practical conversational French. Listening, reading and writing to communicate in a logical, natural, and personalized way

Prerequisites: FRCH& 121 with a grade of C or higher, or placement test.

FRCH& 123
French III **5**
(H) Third in a sequence of courses to practice functional elements of French pronunciation, grammar and culture in the context of practical conversational French. Listening, reading and writing to communicate in a logical, natural, and personalized way.

Prerequisites: FRCH& 122 with a grade of C or higher, or placement test

FRCH& 221
French IV **5**
(H) Continuation of FRCH& 123. Active and systematic review of grammar, building of vocabulary, greater emphasis on oral comprehension, compositions, readings and discussions.

Prerequisites: FRCH& 123 with a grade of C or higher, or placement test

FRCH& 222
French V **5**
(H) Continuation of FRCH& 221. Active and systematic review of grammar, building of vocabulary, greater emphasis on oral comprehension, compositions, readings and discussions.

Prerequisites: FRCH& 221 with a grade of C or higher, or placement test

FRCH& 223
French VI **5**
(H) Continuation of FRCH& 222. Active and systematic review of grammar, building of vocabulary, greater emphasis on oral comprehension, compositions, readings and discussions.

Prerequisites: FRCH& 222 with a grade of C or higher, or placement test.

German

GERM 190
Student Exchange to Germany **5**
(TE) This cultural exchange program to Germany offers students an opportunity for a three-week home-stay with a German family. Course activities will include visits to a German school, tours of cultural and historical sites, a close-up look at aspects of the German economy, media, and popular culture, as well as geography and politics.

Prerequisites: Instructor permission.

GERM& 121
German I **5**
(H) First in a sequence of courses to practice functional elements of German pronunciation, grammar and culture in the context of practical conversational German. Listening, speaking, reading and writing to communicate in a logical, natural and personalized way.

GERM& 122
German II **5**
(H) Second in a sequence of courses to practice functional elements of German pronunciation, grammar and culture in the context of practical conversational German. Listening, speaking, reading and writing to communicate in a logical, natural and personalized way.

Prerequisites: GERM& 121 with a grade of C or higher, or placement test

GERM& 123
German III **5**
H) Third in a sequence of courses to practice functional elements of German pronunciation, grammar and culture in the context of practical conversational German. Listening, speaking, reading and writing to communicate in a logical, natural and personalized way.

Prerequisites: GERM& 122 with a grade of C or higher, or placement test

GERM& 221
German IV **5**
(H) Continuation of GERM& 123. Active and systematic review of grammar, building of vocabulary, greater emphasis on oral comprehension, compositions, readings and discussions.

Prerequisites: GERM& 123 with a grade of C or higher, or placement test

GERM& 222
German V **5**
(H) Continuation of GERM& 221. Active and systematic review of grammar, building of vocabulary, greater emphasis on oral comprehension, compositions, readings and discussions.

Prerequisites: GERM& 221 with a grade of C or higher, or placement test

GERM& 223
German VI **5**
(H) Continuation of GERM& 222. Active and systematic review of grammar, building of vocabulary, greater emphasis on oral comprehension, compositions, readings and discussions.

Prerequisites: GERM& 222 with a grade of C or higher, or placement test

Italian

ITAL 111
Conversational Italian I **1-3**
First course in beginning sequence of oral communication courses designed to accompany ITAL 121, 122, and 123. Emphasis on oral skills with practice and reinforcement of pronunciation, grammar and conversational patterns.

Prerequisites: Instructor permission or concurrent enrollment in ITAL 121

ITAL 112
Conversational Italian II **1-3**
Second course in beginning sequence of oral communication courses designed to accompany ITAL 121, 122, and 123. Emphasis on oral skills with practice and reinforcement of pronunciation, grammar and conversational patterns.

Prerequisites: Instructor permission or concurrent enrollment in ITAL 122

ITAL 113
Conversational Italian III **1-3**
Third course in beginning sequence of oral communication courses designed to accompany ITAL 121, 122, and 123. Emphasis on oral skills with practice and reinforcement of pronunciation, grammar and conversational patterns.

Prerequisites: Instructor permission or concurrent enrollment in ITAL 123

ITAL 121
Italian I **5**
(H) First in a sequence of courses to practice functional elements of Italian pronunciation, grammar and culture in the context of practical conversational Italian. Listening, speaking, reading and writing to communicate in a logical, natural and personalized way.

ITAL 122
Italian II **5**
(H) Second course in a sequence to practice functional elements of Italian pronunciation, grammar and culture in the context of practical conversational Italian. Listening, speaking, reading and writing to communicate in a logical, natural and personalized way.

Prerequisites: ITAL 121 with a grade of C or higher, or placement test

ITAL 123
Italian III **5**
(H) Third course in a sequence to practice functional elements of Italian pronunciation, grammar and culture in the context of practical conversational Italian. Listening, speaking, reading and writing to communicate in a logical, natural and personalized way.

Prerequisites: ITAL 122 with a grade of C or higher, or placement test

Japanese

JAPN& 121
Japanese I **5**
(H) Beginning sequence of courses to practice functional elements of Japanese pronunciation, grammar, vocabulary, and sentence patterns in the context of practical conversational Japanese with correct understanding of cultural and social background. The Japanese writing system is taught from early stage to provide total experience of the language.

JAPN& 122
Japanese II **5**
(H) Beginning sequence of courses to practice functional elements of Japanese pronunciation, grammar, vocabulary, and sentence patterns in the context of practical conversational Japanese with correct understanding of cultural and social background. The Japanese writing system is taught from early stage to provide total experience of the language.

Prerequisites: JAPN& 121 with a grade of C or higher

JAPN& 123
Japanese III **5**
(H) Beginning sequence of courses to practice functional elements of Japanese pronunciation, grammar, vocabulary, and sentence patterns in the context of practical conversational Japanese with correct understanding of cultural and social background. The Japanese writing system is taught from early stage to provide total experience of the language.

Prerequisites: JAPN& 122 with a grade of C or higher

JAPN& 221
Japanese IV **5**
(H) Continuation of JAPN& 123. Acquisition of listening, speaking, reading and writing skills through a variety of activities to handle common situations. Reading and writing of essays, diaries, and stories.

Prerequisites: JAPN& 123 with a grade of C or higher

JAPN& 222
Japanese V **5**
(H) Continuation of JAPN& 221. Acquisition of listening, speaking, reading and writing skills through a variety of activities to handle common situations. Reading and writing of essays, diaries, and stories.

Prerequisites: JAPN& 221 with a grade of C or higher

JAPN& 223
Japanese VI **5**
(H) Continuation of JAPN& 222. Acquisition of listening, speaking, reading and writing skills through a variety of activities to handle common situations. Reading and writing of essays, diaries, and stories.

Prerequisites: JAPN& 222 with a grade of C or higher

Russian -

RUSS& 121
Russian I **5**
(H) Beginning sequence of courses to practice functional elements of Russian pronunciation, grammar and culture in the context of practical conversational Russian. Listening, speaking, reading, and writing to communicate in Russian in a logical, natural, and personalized way.

RUSS& 122
Russian II **5**
(H) Second in a sequence of courses to practice functional elements of Russian pronunciation, grammar and culture in the context of practical conversational Russian. Listening, speaking, reading, and writing to communicate in Russian in a logical, natural, and personalized way.

Prerequisites: RUSS& 121 with a grade of C or higher, or placement test

RUSS& 123
Russian III **5**
(H) Third in a sequence of courses to practice functional elements of Russian pronunciation, grammar and culture in the context of practical conversational Russian. Listening, speaking, reading, and writing to communicate in Russian in a logical, natural, and personalized way.

Prerequisites: RUSS& 122 with a grade of C or higher, or placement test

RUSS& 221
Russian IV **5**
(H) Continuation of RUSS& 123. Active and systematic review of grammar, building of vocabulary, greater emphasis on oral comprehension, compositions, readings and discussions.

Prerequisites: RUSS& 123 with a grade of C or higher, or placement test

RUSS& 222
Russian V **5**
(H) Continuation of RUSS& 221. Active and systematic review of grammar, building of vocabulary, greater emphasis on oral comprehension, compositions, readings and discussions.

Prerequisites: RUSS& 221 with a grade of C or higher, or placement test

RUSS& 223
Russian VI **5**
(H) Continuation of RUSS& 222. Active and systematic review of grammar, building of vocabulary, greater emphasis on oral comprehension, compositions, readings and discussions.

Prerequisites: RUSS& 222 with a grade of C or higher, or placement test

Spanish

SPAN 111
Conversational Spanish I **2**
First in a sequence of oral communication courses designed to accompany SPAN& 121, 122 and 123. Emphasis on oral skills with practice and reinforcement of pronunciation, grammar and conversational patterns.

Prerequisites: Concurrent enrollment in SPAN& 121

SPAN 112
Conversational Spanish II **2**
Second in a sequence of oral communication courses designed to accompany SPAN& 121, 122 and 123. Emphasis on oral skills with practice and reinforcement of pronunciation, grammar and conversational patterns.

Prerequisites: Concurrent enrollment in SPAN& 122

SPAN 113
Conversational Spanish III **2**
Third in a sequence of oral communication courses designed to accompany SPAN& 121, 122 and 123. Emphasis on oral skills with practice and reinforcement of pronunciation, grammar and conversational patterns.

Prerequisites: Concurrent enrollment in SPAN& 123

SPAN& 121
Spanish I **5**
(H) First in a sequence of courses to practice functional elements of Spanish pronunciation, grammar and culture in the context of practical conversational Spanish. Listening, speaking, reading and writing to communicate in a logical, natural and personalized way.

SPAN& 122
Spanish II **5**
(H) Second in a sequence of courses to practice functional elements of Spanish pronunciation, grammar and culture in the context of practical conversational Spanish. Listening, speaking, reading and writing to communicate in a logical, natural and personalized way.

Prerequisites: SPAN& 121 with a grade of C or higher, or placement test

SPAN& 123
Spanish III **5**
(H) Third in a sequence of courses to practice functional elements of Spanish pronunciation, grammar and culture in the context of practical conversational Spanish. Listening, speaking, reading and writing to communicate in a logical, natural and personalized way.

Prerequisites: SPAN& 122 with a grade of C or higher, or placement test

SPAN& 221
Spanish IV **5**
(H) Continuation of SPAN& 123. Active and systematic review of grammar, building of vocabulary, greater emphasis on oral comprehension, compositions, readings and discussions.

Prerequisites: SPAN& 123 with a grade of C or higher, or placement test

SPAN& 222
Spanish V **5**
(H) Continuation of SPAN& 221. Active and systematic review of grammar, building of vocabulary, greater emphasis on oral comprehension, compositions, readings and discussions.

Prerequisites: SPAN& 221 with a grade of C or higher, or placement test

SPAN& 223
Spanish VI **5**
(H) Continuation of SPAN& 222. Active and systematic review of grammar, building of vocabulary, greater emphasis on oral comprehension, compositions, readings and discussions.

Prerequisites: SPAN& 222 with a grade of C or higher, or placement test

FACULTY

Ackerman, Ken (2017)

Mechatronics/Industrial Maintenance
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Nursing
B.S.N., Western Governors University
M.S.N., Western Governors University

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Medical Assisting
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B.A., California State University, Chico

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Aviation/Avionics
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Art
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English
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Health Science
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Chemistry
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Advanced Manufacturing
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Craft, Kevin (1996)

English
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Language Proficiency Certificate, Université de Perpignan

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Fuentes Parsons, Matthew (2012)

Engineering
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Welding
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Media Librarian
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Kline, Corey (2020)

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B.S., M.A., University of Alabama

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Chemistry
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Early Childhood Education
B.A., Western Washington University
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Kuwada, Brett G. (2007)

Psychology
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Le, Marianne D. (1999)

Public Services Librarian
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Art
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M.S., Western Washington University
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Business
B.S., Brigham Young University
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Geography
B.A., University of Washington
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Health Sciences
B.S., Henry Cogswell College
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B.A., Tulane University
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Business Technology
B.S., Montana State University
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Sociology
B.A., Loyola University
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Counselor/Human Development
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Nursing
B.A., Seattle Pacific University
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Mathematics
B.S., M.S., University of Nebraska

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Adult Basic Education/ESL
B.A., Central Washington University
M.Ed., American Intercontinental University

Muñoz, Lynne M. (1996)

Business Technology
A.A., Shoreline Community College
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Communication Studies
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Cosmetology
Gene Juarez Academy of Beauty

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Counselor Human Development
B.A. (2), Western Washington University
B.A., University of Washington
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B.A., Hankuk University of Foreign Studies
M.A., Ph.D., Indiana University

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Transitional Studies
B.A., Washington State University
M.Ed., University of Missouri

Nevins, Michael A. (2008)

Developmental Education Mathematics
B.S., Western Washington University
M.S., Eastern Washington University

Niemer, Sarah (2024)

Nursing
B.A., Washington State University
M.S., California State University

Olson, Jennifer (2019)

Biology, Ocean Research College Academy
B.S., Seattle Pacific University
M.S., Western Washington University

Patching, Michael (2014)

Manufacturing Technology
B.S., Utah Valley University

Paull, Terry (2015)

Advising Center
A.A.S., Everett Community College
B.A., M.Ed., Western Washington University

Pfau, Jason (2024)

Advising Center
B.A., Washington State University
M.Ed., Seattle University

Powell, Steven. M. (2006)

Chemistry
B.S., Kansas State University
M.S., University of Washington

Prabhakar, Renuka (2016)

Engineering
B.S., M.S., Ph.D., University of Washington

Primacio, David (2014)

Engineering Technology
Lake WA Institute of Technology
Everett Community College

Ripper, Jason T. (2001)

History
A.A., Yakima Valley Community College
B.A., M.A., Western Washington University

Rodriguez, Beatriz (2024)

Advising Center
B.Ed., M.A., Alaska Pacific University

Samaniego, Amber (2019)

Health Sciences
A.T.A., Everett Community College
B.S., South Seattle College

Sanders, Ernest (2024)

Criminal Justice
M.A., Washington State University
B.S.., University of Idaho

Saxton, Joseph (2019)

Economics
B.A., M.A., University of California, Riverside

Schemmel, Ruth (2023)

Transitional Studies
B.A., Cornell University
M.A., Columbia University

Schuetze, Tracy (2017)

Cosmetology
Cosmetology & Esthetics, Gary Manuel Aveda Institute

Schwab, Kerri K. (2007)

Transitional Studies
B.A., Washington State University
M.Ed., Lesley College

Searle, Joshua C. (1999)

English, Ocean Research College Academy (ORCA)
B.A., University of Washington
M.i.T., Seattle University

Serven, Jed (2013)

Physics
B.S., Ph.D., Washington State University

Serven, Lijiao (2019)

Transitional Studies
B.A., Liaoning University of Technology
M.A., University of Idaho

Shen, Phebe Y. (2003)

English
B.A., University of California, Berkeley
M.A., University of Washington

Sickles, Jo-Ann H. (1995)

Communication Studies
B.A., M.A., California State University, Northridge

Singh, Sumita (2000)

Chemistry
B.S., Miranda College
M.S., Delhi University
M.S., Ph.D., University of Oklahoma

Skarr, Dennis (2017)

Computer Information Systems
A.A.S.T., North Seattle Community College

Skinner, Deanna (2001)

Counselor/Human Development
B.A., Northwest Nazarene College
M.Ed., Seattle University

Smith, Lawrence (2023)

History
B.A., Columbus State University
M.A., American Public University

Stafford, Ariana (2024)

Advising Center
B.A., Colorado College
M.Ed., Western Washington University

Steele, Isaac (2015)

Engineering
B.S., Southern Oregon University
M.S., Washington State University

Story, Michael (2012)

Mathematics
B.S., University of Chicago
M.S., University of Washington

Swedeen, Tiffany (2023)

Nursing
B.S.N., University of Washington
M.S.N., Western Governors University

Sullivan, Christine (2000)

Counselor/Human Development
B.A., University of Wisconsin
M.T.S., Harvard Divinity School
M.A.Ed., Seattle University

Tobias, Stephen (2018)

English
B.A., Bates College
M.A., University of South Carolina
Ph.D., University of Washington

Trujillo, Julian (2017)

Mathematics
B.S., M.S., Western Washington University

Tuggle, Steven (2015)

Aviation
A.S., Community College of the Air Force

Uhl, Heather (2013)

Librarian
B.A., Humboldt State University
M.L.I.S., University of Washington

VanQuickenborne, Michael A. (1998)

Philosophy
B.A., St. Olaf College
M.A., University of Wisconsin, Milwaukee

Vanture, Andie (1995)

Physics/Physical Science
B.A., Pomona College
M.S., Ph.D., University of Washington

Venkatachalam, Anusha (2016)

Engineering
B.E., University of Mumbai, India
M.S., Syracuse University
Ph.D., Georgia Institute of Technology

Wahl, Andrew (2013)

Journalism
B.A., University of Washington
M.L.S., Fort Hays State University

Wangia, Eva (2017)

Nursing
B.S., M.S.N., Grand Canyon University

Warren, Kerri (2023)

Counseling
B.A., University of Washington
M.A., Seattle University

Washburn, Kristine C. (2006)

Physics
B.A., University of Colorado, Boulder
M.S. (2), University of Washington

Weiss-Green, Heidi (1991)

Mathematics
B.S., M.S., Western Washington University

Werling, Alison (2018)

Counselor, TRIO
B.S., University of Findlay
M.A., Valparaiso University

Whedon, Candace (2002)

Nursing
A.A.S., Everett Community College
B.S.N., M.N., University of Washington

White, Robert (2011)

Welding
A.S., Everett Community College

Wilner, Shannon (2011)

Nursing
B.A., Seattle Pacific University
M.S., University of Washington

Wilson, Susan (2013)

Nursing, OB, RN, MSN, MAT, CNM-ARNP
B.A., John Hopkins University
M.A., Seattle Pacific University
M.S., Yale University

Zoeller, Nancy R. (2001)

Nursing
A.A.S., Everett Community College
B.A., Furman University
M.N., University of Washington

ADMINISTRATION

Alexander, Edward (2000)

Executive Director, Technology Services
B.A., Seattle Pacific University

Arithi, Paul (2022)

Director, Center for Disability Services
B.A., Kenyatta University
M.A., Webster University

Bauer, Daniel (1999)

Associate Director, Technology Services
B.S., Central Washington University

Belcher, Joyce (2020)

Dean, STEM & Health Science Professions
B.S., Jackson State University
Ph.D., Temple University School of Medicine

Burke, Shelby (2012)

Vice President, Finance
B.A., Western Washington University

Calzadillas, Herman (2016)

Dean, AMTEC
B.A., Washington State University
M.Ed., University of Washington

Campbell, Amanda (2022)

Director, Student Housing and Conduct
B.S., Northwest Missouri State University
M.S., Arkansas State University

Carson, Christian (2023)

Director, Campus Safety and Emergency Management
B.S., Chaminade University of Honolulu
M.A., American Military University
Ph.D., Liberty University

Ceniceros, Kesia (2016)

Associate Dean, TRIO Student Success Programs
B.A., M.Ed., Northern Arizona University

Collen, Kari (2024)

Associate Dean, Advising and Pathways
B.A., Eastern Washington University
M.Ed., Central Washington University

Crawford, Chemene (2023)

President
B.S., M.H.R.O.D., University of San Francisco
Ed.D., Nova Southeastern University

Deeken, Lynn (2019)

Dean, Arts Learning Pathways
B.S., Pacific Lutheran University
M.A., University of British Columbia

Demirci-Richardson, Özge (2019)

Associate Director, Enrollment Customer Service
B.A., Hacettepe University
M.A., University of Washington

Dias, Erica (2021)

Associate Vice President of Campus Operations
A.A., Edmonds Community College

Dorsey, Russell (2022)

Associate Director, Recruitment
A.T.A., Edmonds Community College

Dyer, Brandon (2024)

Vice President, Strategic Enrollment Management and Student Success
B.S., Lee University
M.A., Liberty University

Ernst, Josh (2023)

Vice President, Human Resources and Compliance
B.A., B.S., Case Western Reserve University
J.D., Wake Forest University School of Law

Hansen, Ronda (2003)

Director, Budget & Grants
A.T.A., Everett Community College
B.S., Central Washington University

Hill, Heather (2014)

Director, High School Partnerships
B.S., M.B.A., Louisiana State University

Howland, Sindie (2019)

Associate Director, Change Management and Process Improvement and Design
A.A., Skagit Valley College
B.A., Washington State University

Hudson, John (2023)

Vice President, Diversity, Equity and Inclusion
A.A., North Central Michigan College
B.A., M.A., University of North Dakota
Ph.D., University of Illinois at Urbana-Champaign

Jameson, Elizabeth (2011)

Director, Regional Training
B.S., University of Arizona

Jensen, Katie (2012)

Dean of Transitional Studies
B.A., B.S., University of Kansas
M.A., University of Montana

Kveven, Ardith (2003)

Executive Director,
Ocean Research College Academy (ORCA)
B.A., University of Washington
M.S.Ed., Western Washington University

Labitzke, Anna(1998)

Associate Director, High School Partnerships
B.A., Western Washington University

Larsen, Maria Cristina (2016)

Dean, Enrollment and Registrar
B.A., M.A., University of Washington

Leaker, Cathy (2020)

Vice President, Instruction
B.A., University of Alberta
M.A., Dalhousie University
Ph.D., University of Rochester

Lewis, Sharon (2009)

Director, Human Resources-Faculty
B.Ed., Deakin University
M.S., Loyola University

Lovett, Hannah (2015)

Director, Educational Technology
A.A., Everett Community College
B.A., M.Ed., Western Washington University

Marcellus, David (2016)

Director, Clinical Simulation
B.A., Washington State University

Marin, Jenny (2008)

Director, Public Relations/Public Information Officer
B.A., Western Washington University

Martinez-Gomez, Jose (2013)

Associate Director, Technology Services
B.S., Universidad De La Salle Bajío

Mathis, Rebecca (2005)

Director, Auxiliary Services

Mayer, Heather (2019)

Interim Dean, Communications and Social Sciences
B.A., History
M.A., University of California
Ph.D., Simon Fraser University

McAvoy, Eugene (2013)

Associate Dean, Student Life
B.A., University of the State of New York – Regents College
M.F.A., Old Dominion University

McConaha, Kristen (2011)

Executive Director, Government & Community Relations and Executive Director of the EvCC Foundation
B.S., Central Washington University

Monson, Leah (2017)

Assistant Director, Center for Disability Services
B.A., Trinity Western University

Owens, David (2020)

Interim Dean, Teaching and Learning
A.A., Seattle Central Community College
B.A., Evergreen State College
M.A., Western Washington University

Pearce, Jeffrey D. (1996)

Director, Logistics Operations
B.A., Biola University
M.A., California State University, Sacramento

Radliff, Anita (2001)

Interim Director, Financial Aid and Scholarships
A.A.S., Everett Community College

Refling, Rachelle (2008)

Director, Early Learning Center
B.A., Washington State University

Reyes, Jose (2018)

Associate Dean, Nursing
B.S., University of Washington
M.S., Western Governors University

Rhodes, Jennifer (1998)

Dean, Student Development
A.A., Shoreline Community College
B.A., M.Ed., Western Washington University

Sands, Scott (2022)

Director, Tutoring Center
B.A., Central Washington University
M.F.A., Georgia College & State University
Ph.D., Illinois State University

Sedivec, Angelic (2014)

Director, Workforce Funding
B.A., Western Washington University

Shoemaker, Lacey (2020)

Assistant Director, Emergency Management & Health/Safety
B.A., Western Washington University
M.A., University of Alaska Fairbanks

Smith, Blake (2024)

Assistant Director, Residence Life
B.A., Morningside University

Soltanshahi, Ali (2022)

Executive Director, International Education
B.A., Southern Illinois University Edwardsville
M.Ed., Iowa State University

Stam, Elizabeth (2021)

Director, Student Success Tech

Stevenson, Lindsay (2023)

Director, Title III
B.A., Colorado State University
B.A., Universidad de Salamanca
M.S., Idaho State University

Studer, Garet (2017)

Director of Athletics and NWAC Athletic Commissioner
B.A., M.Ed., Washington State University

Tune, Connie (2014)

Director, Custodial Services

Ubungen, Florentino (2024)

Director, Outreach, Recruitment & Enrollment
A.A., City College of San Francisco
B.A., San Francisco State University
M.A., San Jose State University
Ph.D., San Francisco State University

Weatherly, Susanne (2019)

Director, Equal Opportunity and Title IX Programs
B.A., Western Oregon University
M.B.A., Rochester Institute of Technology

Zappala, Marian (2019)

Director, MESA
B.A., B.S., M.S., New Mexico State University
Ph.D., University of Texas at El Paso

COLLEGE VOCABULARY

Academic Honors
Students who achieve quarterly grade point averages (GPAs) of 3.60 to 3.99 in at least 10 EvCC traditionally graded credits are recognized by the Office of the Vice President of Instruction. Those who achieve a quarterly GPA of 4.0 are recognized by the President's Office.

Accredited College
Certified by a regional accrediting agency as having fulfilled minimum standards. Credits from regionally accredited schools are usually transferable. Some schools are accredited by national accrediting bodies, and in some cases courses from such schools may be transferable.

Admission
Admission is the process of completing and submitting a college application. Most students complete the online application via web admissions. Some programs have additional or alternate admission processes.

Admissions Application
The process by which individuals apply to gain entry into a college or university. A web-based application allows an individual to apply for admission to several of the community and technical colleges within the state of Washington. Once processed, students are matriculated. They then receive an admissions letter via email with their ctcLink Student Identification Number (SID) and information about the next steps to take. Some programs have additional or alternate admission processes. Applying for admission is a separate process from applying for financial aid.

Advisor
A member of the college faculty designated to assist students in planning their programs of study. This includes general academic, program-specific, and entry advising.

Audit
Taking a class without receiving credit or a grade. Full tuition and fees must be paid.

Blocks
A block is punitive in nature, preventing a student from registering for classes, and/or from obtaining an official transcript. Blocks are not removed until the student has conducted whatever business is needed to do so (pay a fine, meet with a dean, etc.).

Catalog
The annual contract with students. The catalog (this document) contains college policies, procedures, course definitions and descriptions.

Class
A specific section of a Course (English 101 Section A), has a class number.

Class Item Number
A 5-digit number found in the class schedule, specific to the class, section, and the quarter offered.

Class Section
Courses are broken down into class sections. They are the same class offered at different times, locations, and can differentiate teaching modalities such as in-person, online or hybrid classes. Please refer to EverettCC.edu/Classes for a complete list of section definitions.

Class Schedule
The list of classes offered in any given quarter, and gives an overview of information found in the catalog. EvCC's class schedule is available online at EverettCC.edu/Classes.

College in the High School
A free dual credit program where high school students, grades 9 through 12, can take college-level courses at their high school.

Commencement
An annual ceremony recognizing students' academic accomplishments.

Common Course Number (&)
A course number that contains an ampersand (&) is a course number and course title shared by many colleges in the Washington community and technical college system, thereby assisting students who may transfer from one community college to another.

Co-requisite
A course that must be taken during the same quarter as another course.

Counselor
A member of the college faculty who has professional training in counseling and who assists students who have challenges of an academic, career or personal nature.

Course
The specific discipline (subject), such as English 98 or Math& 141

Course Repeat
The process of repeating a course for the purpose of improving a grade. The highest grade earned of the original or repeated courses will be used to calculate the student's cumulative grade point average. In no circumstance will any course be repeated more than twice in order to improve a grade; (this is defined as two repeats in addition to the original enrollment). The student must register for the course they plan to repeat, and pay all necessary fees. If the class was taken prior to Fall 2021, a Course Repeat Form must be turned into Enrollment Services.

Credit, Unit, Credit Hour, or Quarter Hour
A measure of college work. In lecture and seminar classes, one credit hour is given for one clock hour of attendance each week for one quarter. In non-lecture courses, however, two or three clock hours of attendance each week are required to earn one credit. The quarter hours of credit for each course are shown after the course titles in the Course Descriptions section of this catalog.

ctcLink
EvCC's student management system is used for admissions, class registration, and more. ctcLink has been implemented by all 34 Washington community and technical colleges in a centralized system. For more information, visit EverettCC.edu/ctcLink.

CTE Dual Credit
A low cost dual credit program where high school students, grades 9 through 12, can take college-level vocational/technical courses at their high school. Formerly known as Tech Prep.

Current Student and Returning Student
A current student is a person who has attended EvCC within the last two quarters (not including Summer.) A returning student is a person who attended EvCC more than 3 quarters ago (not including Summer Quarter).

Curriculum
The complete list of courses offered by the college. Also, a group of courses required for a specific degree.

Deficiency
Lack of credit in a course required for a program or degree.

Degree or Certificate
Awarded by the college to signify that a student has successfully completed a prescribed program of study.

Degree Planner
A tool to assist in the evaluation and planning of a student's academic and professional/technical goals while at Everett Community College. Combines any courses that have been successfully completed at EvCC, any officially transferred-in courses from different institutions via a Transfer Credit Evaluation, and current enrollment records at EvCC. Student's can access their Degree Plan at EverettCC.edu/Starfish.

Direct Transfer Agreement (DTA)
An associate degree which confers specific transfer rights to most four-year colleges and universities in Washington state. See direct transfer degree program checklist for completion requirements.

Distribution Areas
Courses in each distribution area may share subject matter, ways of acquiring new information, evaluative criteria, and modes of analysis. Awarding of a certificate(s) and/or degree(s) requires the completion of outlined distribution area credits in the Program checklist. Refer to Direct Transfer Agreement Program Checklist for a complete list of all distribution area courses.

Distinction
Students who have met specific degree and/or certificate requirements are recognized with Distinction if their EvCC Cumulative GPA is 3.20 or above, as noted:
3.20-3.59 = Distinction
3.60-3.99 = High Distinction
4.0 = President's Distinction

Division
An administrative unit within the instructional area of the college, e.g., Social Sciences.

Domicile
The country/state that a person treats as their permanent home, or lives in and has a substantial connection with. To reside/live in a place does not mean Domicile, as someone can live in Washington and have established Domicile in another state or country.

Drops
A procedure whereby the institution or the student officially cancels enrollment in classes they are registered.

Dual Credit
College courses that allow high school students to earn high school and college credit simultaneously. Dual Credit programs include College in the High School, CTE Dual Credit, Running Start, and Ocean Research College Academy (ORCA).

Elective
A course which is not required for a particular program, but may be counted toward the total number of credits required for a certificate or degree.

Enrolled
A student becomes officially enrolled in a class by registering for it. For the purposes of Transfer Credit Evaluations, Enrolled Students are students who have registered for classes in the current quarter, or have credits already transcripted at EvCC.

Enrollment Services Office
Provides primary entry services to prospective students. Enrollment Services coordinates admissions, placement, and registration processes, as well as records and credential evaluations. Also referred to as Admissions and Registration.

Fees
Costs associated with classes, and other services, such as the E-Tech fee, Campus Enhancement fees, Green fees, state-supported credits, self-support credits.

Financial Aid
Financial aid is money to help pay for college. Grants, work-study, loans, and scholarships help make college affordable.

Financial Aid Application
The primary document used to determine eligibility for financial aid is the Free Application for Federal Student Aid (FAFSA). Applicants provide detailed information about their financial situation, and the data is analyzed by the U.S. Department of Education using a standardized formula called Federal Methodology. This formula assesses each applicant's ability to contribute toward their education, and the EvCC Financial Aid office uses this information to determine the applicant's financial need. We use the following formula to determine eligibility: Cost of Attendance - Expected Family Contribution (EFC) - Other Resources = Financial Need. (See page 39). This is a separate step from applying for admission to the college. After you complete your FAFSA or WASFA, EvCC's Financial Aid Office will email you at the address you put on your application. Log into the Student Homepage of your ctcLink account to view your financial aid application status, aid offered, messages and your To Do List.

Flags
This is a Starfish term for Blocks.

Full-time
For enrollment verification purposes, a minimum of 12 credits in a given term is full-time. Note: for summer quarters only, the Veterans' Office sets the minimum credits for full-time status for qualifying veterans.

General Educational Development (GED)
A series of exams which, with successful completion, will earn a GED (General Education Development) Certificate. These tests are offered at the college, but the credential is not awarded or transcribed by the college. The test is offered in the Testing Center by appointment only. If needed, the Transitional Studies division offers classes to help students prepare for the GED Test.

Grade Point Average (GPA)
The GPA is a measure of the student's overall academic performance. It is based upon those courses in which a student has received letter grades A through F. Non-traditional grades are excluded from GPA calculations. The Cumulative (CUM) GPA includes all courses taken at EvCC with traditional grades. The College Level (CLVL) GPA includes only those courses taken at EvCC numbered 100 and above with traditional grades. See the academic regulations section of this catalog for more information.

Graduation Application
File an application for your diploma or certificate with the Enrollment Services office. This should be done at least one quarter before the quarter of intended graduation. See the Important Dates calendar in the front of the Catalog. Students who plan to participate in the June commencement ceremony and have their name printed in the commencement program must file an application for a diploma by the deadline published on EvCC's website and in the front of this Catalog. The deadline is typically about 18-20 weeks prior to graduation; applications received after that deadline will still receive consideration but may be delayed until the on-time applications are completed. The diploma application must be filed with the Enrollment Services office. For information about the Washington Application for State Aid, please refer to WASFA.

High School Completion
Program for students 16 years and older who do not have a high school diploma. Students can take high school or college level courses to meet state high school graduation requirements at EvCC.

Holds
In ctcLink, Holds can be punitive or not. A punitive hold will not allow registration. A non-punitive hold can be used to prevent classes being dropped for non-payment or while funding is being processed. These are primarily used by offices attached to funding (Financial Aid, Veterans' Resources Center, Financial Referral Center, etc.), though not exclusively.

Honor Society
Students who meet the academic requirements are provided the opportunity to join the International Honor Society for Two-Year Colleges, Phi Theta Kappa. Students who are members transferring to or from EvCC are able to transfer their membership to the current school they are attending.

Honors Program
Students who have completed the program requirements are provided the opportunity to enrich their academic experiences at EvCC. This can be done by either taking honors sections of courses, or by completing an Honors Contract with a specific instructor to enhance traditional sections of classes.

Hybrid Class
Classes held both in-person and online. Classes replace a portion of in-class time with online work.

Incomplete
A grade given when an instructor agrees to allow the student to finish course requirements beyond the official ending date of the course.

Independent Studies Class
Classwork is arranged with a faculty member with a learning contract.

Kudos
This is a Starfish term. These are placed on a student's account when EvCC faculty and/or staff want to send a student a personalized note of encouragement or congratulations.

Lower Division
Freshman and sophomore-level courses numbered 100-299.

Mandatory Entry Advising
All new, degree-seeking students are required to complete Entry Advising. Students are matched with a program advisor in their first term of enrollment and are encouraged to contact that faculty member for degree planning support.

Major
The subject or field of study to which the student devotes concentrated attention.

Non-Resident Student
See resident student.

Ocean Research College Academy (ORCA)
A full-time Running Start option for high school juniors and seniors. Students can earn up to two years of tuition-free college credit while completing high school.

Official Transcript
A sealed copy of the student's academic record bearing the college seal, the signature of the Registrar, and mailed directly to the receiving party from Everett Community College. Upon request, a sealed copy of an official transcript may be given to the student. A sealed transcript becomes unofficial when opened by anyone other than a college or university official.

Online class
Asynchronous Online: Classes do not require specific meeting times. Instructors will provide due dates and students will have flexibility in what time of day they work on the course. Check the course description in the class schedule to see if a course requires in-person exams.

Synchronous Online: The class requires virtual meetings at a specific time. Check the course description in the class schedule to see if a course requires in-person exams.

Open Enrollment/Registration
The period of time that registration is open to all students. Once this window opens, students are eligible to register at any time online or in person, until classes begin. Once the quarter starts, unless it is a Late Start class, instructor permission is required to register in any class.

Outreach
The act of going out into the community and letting prospective students, families, and the community know that opportunities for higher education exist at EvCC. This refers to talking about the programs we offer, and the methods to apply, financial aid, etc. Outreach is more broad in activities than recruiting.

Pathways
Pathways are groups of related degrees and certificates to help clearly define a student's academic goals.

Permission
Written permission from an instructor, received either via email, a physical signature, or a permission code for entry into a specific class.

Permission Codes
A 6-digit number generated for students to use during online registration when instructor permission is required. Can also be used in person with Enrollment Services.

Placement
Establishes a baseline to assess skills in Math and English, and can satisfy the prerequisites for courses here at EvCC. Placement can be established with previously taken tests scores, or classes and grades on high school or university transcripts. Obtaining Placement is a requirement for all degree and/or certificate seeking EvCC students who wish to register for eight or more credits with math and/or English prerequisites. There is no credit granted for placement.

Pre-Professional
A program designed to prepare students for later specialization in a particular field upon transfer to a college or university.

Prerequisite
A course which must be taken before a student is allowed to take another course. For example: Math 096 is a prerequisite for Math &141. Listed as Enrollment Requirements in quarterly class schedule.

Probation, Academic Dismissal
A status imposed upon a student because of low grades or lack of completion. See the academic regulations section of this catalog.

Prospective Student
A student who has never attended Everett Community College.

Quarter (also referred to as Term)
A term of instruction consisting of approximately 11 weeks. The regular academic year includes Fall, Winter and Spring quarters; Summer is abbreviated to 8 weeks and is an optional term.

Recruiting
Actively working with a prospective student to get them admitted and ready for their life as a student. Recruitment is more specific and granular than Outreach, and can include working one-on-one with a student.

Registration
The selection of classes by admitted students via submission of a completed class registration form or completion of the online registration process. A student becomes officially enrolled in a class by registering for it and assumes responsibility for payment once registered.

Registration Dates
Prioritized registration dates for upcoming quarters for students who are enrolled currently, or have been enrolled within the past four quarters. Registration Dates are calculated using the number of college credits a student has already earned at EvCC. Often referred to as Registration Appointments.

Resident Student
A student who pays resident tuition and fees as defined by Washington state law. See Enrollment Services section of this catalog.

Running Start
A tuition-free dual credit program where high school juniors and seniors can take college-level classes at EvCC campuses to earn college credit and complete high school graduation requirements.

Running Start Application
An online application for admission to the Running Start program, which is open to students who are, or will be, high school juniors and/or seniors when attending EvCC. Students should follow the Running Start Application Steps found on the Running Start 'Steps to Apply' webpage at EverettCC.edu/RunningStart.

Running Start Enrollment Verification Form
A form submitted to the Running Start office every Fall, Winter, and Spring quarter by admitted Running Start students. This informs EvCC staff of college credit eligibility allowed by the high school, and acts as a release form from the school district. This form must be signed by a high school counselor, the student, and legal parent/guardian. The form must be submitted at least three business days before a student registers.

Starfish
Starfish is EvCC's student success and retention tool. Students can schedule appointments with participating instructors and staff, reach out to services for assistance, and get a variety of notices about how to be successful.

EVERETT COMMUNITY COLLEGE
Stay Close... Go Far

AAS-DTA - Direct Transfer Agreement (LASDTAA) Active: Sp 2022

Everett Community College awards the Associate in Arts and Sciences Direct Transfer Agreement Degree (AAS DTA). The outlined plan is to best prepare you for your graduation from EvCC to continue your work towards your Bachelor's degree when you transfer to another college or university.

By following this plan you will have earned your AAS DTA here and completed many of the foundation courses at EvCC that will be required at the transfer institution(s). As you work to complete your AAS DTA Degree Plan, you should work closely with your Academic Advisor.

COLLEGE SUCCESS - 2 UNITS TOTAL

COLLEGE 101 or STEM 101 is mandatory for all new degree-seeking students. The class may be waived due to previous college coursework, or the specific course of study. Students in the following programs are exempt from this requirement: Advanced Manufacturing Technology, Aviation, Basic Skills, Cosmetology, EMT, Fire Science, Medical Assisting, Medical Coding, and Running Start.

Course No.	Course Title	Units	Term Completed	Comments
COLL101 *or* STEM101	College Success *or* College Success in STEM	2		

COMMUNICATION SKILLS - 10 UNITS TOTAL

Select courses from the DTA approved Communication Skills course list. At least 5 units must be earned in English Composition.

Course No.	Course Title	Units	Term Completed	Comments
ENGL&101	English Composition I	5		
	Communication	5		

QUANTITATIVE SKILLS - 5 UNITS TOTAL

Select courses from the DTA approved Quantitative Skills course list. The institution(s) you are looking to transfer to may require different Quantitative Skills courses. Be sure to verify the requirements of the transfer institution(s).

Course No.	Course Title	Units	Term Completed	Comments
	Quantitative	5		

HUMANITIES - 15 UNITS TOTAL

Select courses from the DTA approved Humanities course list. Courses must be from 2 different disciplines. Not more than 5 Humanities Performance (HP) and/or 5 units of 100-level World Language units may be used to fulfill this requirement. Any additional Humanities units beyond 15 will be counted towards your Electives. **No more than 10 units in any one discipline may be applied to the Humanities, Social Science and Natural Science distribution areas.**

Course No.	Course Title	Units	Term Completed	Comments
	Humanities	5		
		5		
		5		

SOCIAL SCIENCES - 15 UNITS TOTAL

Select courses from the DTA approved Social Sciences course list. Courses must be from 2 different disciplines and no more than 10 units in any one discipline may be used in Humanities, Social Science, and Natural Science altogether. Any additional Social Science units beyond 15 will be counted towards your Electives.

Course No.	Course Title	Units	Term Completed	Comments
	Social Sciences	5		
		5		
		5		

NATURAL SCIENCES - 15 UNITS TOTAL

Select courses from the DTA approved Natural Sciences course list. This must include at least 1 Lab Science course. Courses must be from 2 different disciplines and no more than 10 units in any one discipline may be used in Humanities, Social Science, and Natural Science altogether. A maximum of 5 units from Part C: Other Science courses may be used to fulfill this requirement. Any additional Natural Science units beyond 15 will be counted towards your Electives.

The institution(s) you are looking to transfer to may require different Natural Science courses. Be sure to verify the requirements of the transfer institution(s).

Course No.	Course Title	Units	Term Completed	Comments
	Natural Sciences	5		
		5		
	1 Lab Science Course	5		

ELECTIVES - 28 UNITS TOTAL

A total of 28 units must be completed in electives which may be selected from Communication Skills, Quantitative Skills, Humanities, Social Sciences, Natural Sciences, and List A Transfer Electives. Within these electives, a maximum of 13 units from the List B Applied Electives may be used. No more than 3 PE activity units may be used as electives. If College Success is not required, this will increase to 30 units total and no more than 15 List B units.

Course No.	Course Title	Units	Term Completed	Comments
	Electives	**5**		
		5		
		5		
		5		
		5		
		3		

Total Units Required: 90

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

Communication Skills

- Use diverse rhetorical strategies to optimize communication effectiveness.
- Critically analyze messages across diverse contexts.
- Apply ethical principles to the analysis and creation of messages.

Quantitative Skills

- Construct a logical argument to support a conclusion.
- Manipulate and communicate symbolic language.

Humanities

- Demonstrate an understanding of the diversity of human experience and expression.
- Engage in sustained qualitative, creative, and critical explorations.

Social Sciences

- Use evidence-based research to study individual and collective human behavior.
- Understand how diverse experiences, perspectives, cultures and social systems shape human interactions.

Natural Sciences

- Apply mathematical or scientific reasoning to STEM topics.
- Learn about and/or apply the scientific method in a laboratory setting.

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in **EvCC Graduation Requirements** or in the **Current Catalog** on the EvCC website.

NON-DISCRIMINATION STATEMENT

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Accounting ATA (ATBACAPT) Active: F 2023

Students must earn a C grade (2.0) or better in all required courses.

Bookkeeping Certificate Requirements – 50 units

Course No.	Course Title	Units	Term Completed	Comments
ACCT110	Small Bus Accounting	5		
ACCT112	Federal Income Taxation I	5		
ACCT&201	Prin of Accounting I	5		
ACCT&202	Prin of Accounting II	5		
ACCT210	Payroll	5		
ACCT215	Computer Accounting	5		
BT242	Excel	5		
CL101	Computer Literacy	5		
	BUS130 or MATH&107 or higher	5		If you are pursuing the Bookkeeping Certificate or the Accounting ATA, BUS 130 is an option, but for the BAS in Accounting, MATH& 107 with a grade of C or higher is required.
ENGL&101 *or* ENGL98	English Composition I *or* Intro to College Writing	5		If you are pursuing the Bookkeeping Certificate or the Accounting ATA, ENGL 98 is an option, but for the BAS in Accounting, ENGL& 101 is required.

Degree Requirements – 40 units

A College Success course is mandatory for all new degree-seeking students. The class may be waived due to previous college coursework or the specific course of study. Certain programs are exempt from this requirement; please see the College Success webpage for details.

Course No.	Course Title	Units	Term Completed	Comments
COLL101 *or* STEM101	College Success *or* College Success in STEM	2		
ACCT&203	Prin of Accounting III	5		
ACCT230	Intro to Fraud Examination	5		
ACCT250	Intermediate Accounting I	5		
BT243	Advanced Excel	5		
BUS&101	Intro to Business	5		
BUS110	Business Communications (D)	5		

Course No.	Course Title	Units	Term Completed	Comments
BUS&201	Business Law	5		
BUS135	Introduction to Data Analytics	3		

Total Units Required: 90

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e. Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- Describe the multiple contexts of business—social, cultural, economic and legal—within a sustainable domestic and global environment.
- Evaluate and process quantitative and symbolic data.
- Define how elements of the legal environment impact business.
- Demonstrate the ability to effectively plan and to communicate orally and in writing.
- Apply appropriate technology and frameworks to input, manage, and interpret business information.
- Record transactions and prepare financial statements for a business entity.

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 units minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Aerospace Composites Foundations Certificate (PETAFC01), Active: F 2014

Course Requirement - Complete the following with a C or better

Course No.	Course Title	Units	Term Completed	Comments
CT101	Intro to Composites	5		

Total Units Required: 5

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Aircraft Avionics Systems Certificate (AMTAYC01) Active: F 2023

STUDENTS MUST BE ENROLLED FULL-TIME.

The courses cannot be taken individually.

All courses must be completed with a C or better.

Note: In order to work in an FAA-authorized repair station as an avionics technician, students must possess either a National Center for Aerospace & Transportation Technologies (NCATT) Aircraft Electronics Technician (AET) certificate, or a Federal Communications Commission (FCC) General Radiotelephone Operator License (GROL). Both the certificate and license are granted to students who complete the two-quarter Avionics program and pass the exams.

Course Requirements

Course No.	Course Title	Units	Term Completed	Comments
AVIO201	Aircraft Basic and Electronic Instrument Systems	8		
AVIO202	Avionics Systems for Airframe and Powerplant	8		
AVIO203	Avionics Communications	2		

Total Units Required: 12

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 4 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

NON-DISCRIMINATION STATEMENT

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Aircraft Electronics Technician ATA (AMTAEAPT) Active: SP 2023

STUDENTS MUST BE ENROLLED FULL-TIME.

The courses cannot be taken individually.

All courses must be completed with a C or better.

Note: In order to work in an FAA-authorized repair station as an avionics technician, students must possess either a National Center for Aerospace & Transportation Technologies (NCATT) Aircraft Electronics Technician (AET) certificate, or a Federal Communications Commission (FCC) General Radiotelephone Operator License (GROL). Both the certificate and license are granted to students who complete the two-quarter Avionics program and pass the exams.

License or Certification – 60 units

Students may be awarded 60 program units after completion of 30 required units at EvCC who have either an A&P License, an AMT Certificate with A&P ratings.

Course No.	Course Title	Units	Term Completed	Comments
	60 units for License or Certificate			

Electronics Certificate Requirements – 16 units

Course No.	Course Title	Units	Term Completed	Comments
AVIO101	Electrical Fundamentals	8		
AVIO102	Electronic Fundamentals	8		

Aircraft Troubleshooting Certificate Requirements – 6 units

Course No.	Course Title	Units	Term Completed	Comments
AVIO103	Aircraft Wiring Systems	2		
AVIO106	Basic Troubleshooting	2		
AVIO204	Advanced Troubleshooting	2		

Aircraft Avionics Systems Certificate Requirements – 18 units

Course No.	Course Title	Units	Term Completed	Comments
AVIO202	Avionics Systems for A&P	8		
AVIO203	Avionics Communications	2		
AVIO201	Aircraft Basic and Electronic Instrument Systems	8		

Aircraft Electronics Technician Certificate Requirements – 15 units

Course No.	Course Title	Units	Term Completed	Comments
ENGL&101	English Composition I	5		
MATH&141	Precalc I: College Algebra	5		
CMST&210	Interpersonal Comm	5		

Social Science – 5 units

Course No.	Course Title	Units	Term Completed	Comments
	Social Sciences - Complete 5 units	5		

Natural Science – 5 units

Course No.	Course Title	Units	Term Completed	Comments
	Natural Sciences - Complete 5 units	5		

Diversity

Course No.	Course Title	Units	Term Completed	Comments
	Diversity - complete 1 course			

Total Units Required: 125

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- Demonstrate and apply industry required technical skills and data.
- Demonstrate safe work habits and behavior in aviation, reflecting concern, care, and pride in self, others, equipment, aircraft, and facilities.
- Demonstrate and apply appropriate industry required skills in attendance, character, teamwork, appearance, attitude, productivity, organizational skills, communication, cooperation, respect and documentary discipline.

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 minimum

ADDITIONAL GRADUATION REQUIRMENTS

In addition to the applicable Diversity and Residency Unit requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

NON-DISCRIMINATION STATEMENT

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Aircraft Electronics Technician Certificate (AMTAEC45) Active: F 2023

STUDENTS MUST BE ENROLLED FULL-TIME.

The courses cannot be taken individually.

All courses must be completed with a C or better.

Note: In order to work in an FAA-authorized repair station as an avionics technician, students must possess either a National Center for Aerospace & Transportation Technologies (NCATT) Aircraft Electronics Technician (AET) certificate, or a Federal Communications Commission (FCC) General Radiotelephone Operator License (GROL). Both the certificate and license are granted to students who complete the two-quarter Avionics program and pass the exams.

Electronics Certificate Requirements

Course No.	Course Title	Units	Term Completed	Comments
AVIO101	Electrical Fund	8		
AVIO102	Electronic Fund	8		

Aircraft Troubleshooting Certificate Requirements

Course No.	Course Title	Units	Term Completed	Comments
AVIO103	Aircraft Wiring Systems	2		
AVIO106	Basic Troubleshooting	2		
AVIO204	Advanced Troubleshooting	2		

Aircraft Avionics Systems Certificate Requirements

Course No.	Course Title	Units	Term Completed	Comments
AVIO201	Aircraft Basic and Electronic Instrument Systems	8		
AVIO202	Avionics Systems for A&P	8		
AVIO203	Avionics Communications	2		

Aircraft Electronics Technician Certificate Requirements

Course No.	Course Title	Units	Term Completed	Comments
ENGL&101	English Composition I	5		
	MATH&141 ***or*** higher	5		
CMST&210	Interpersonal Comm	5		

Total Units Required: 55

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 18 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Aircraft Troubleshooting Certificate (AMTAWC01) Active: F 2023

STUDENTS MUST BE ENROLLED FULL-TIME.

The courses cannot be taken individually.

All courses must be completed with a C or better.

Note: In order to work in an FAA-authorized repair station as an avionics technician, students must possess either a National Center for Aerospace & Transportation Technologies (NCATT) Aircraft Electronics Technician (AET) certificate, or a Federal Communications Commission (FCC) General Radiotelephone Operator License (GROL). Both the certificate and license are granted to students who complete the two-quarter Avionics program and pass the exams.

Course Requirements

Course No.	Course Title	Units	Term Completed	Comments
AVIO103	Aircraft Wiring Systems	2		
AVIO106	Basic Troubleshooting	2		
AVIO204	Advanced Avionics Troubleshooting	2		

Total Units Required: 6

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 2 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Airframe - Avionics ATA (AMTAAAPT) Active: F 2023

STUDENTS MUST BE ENROLLED FULL-TIME.

The courses cannot be taken individually.

All courses must be completed with a C or better.

Note: In order to work in an FAA-authorized repair station as an avionics technician, students must possess either a National Center for Aerospace & Transportation Technologies (NCATT) Aircraft Electronics Technician (AET) certificate, or a Federal Communications Commission (FCC) General Radiotelephone Operator License (GROL). Both the certificate and license are granted to students who complete the two-quarter Avionics program and pass the exams.

License or Certification

Students may be awarded 60 program units after completion of 30 required units at EvCC who have either an A&P License, an AMT Certificate with A&P ratings, or an Airframe Program Certificate.

Course No.	Course Title	Units	Term Completed	Comments
	60 units for License or Certificate			

Aircraft Electronics Certificate Requirements – 16 units

Course No.	Course Title	Units	Term Completed	Comments
AVIO101	Electrical Fund	8		
AVIO102	Electronic Fund	8		

Aircraft Troubleshooting Certificate Requirements – 6 units

Course No.	Course Title	Units	Term Completed	Comments
AVIO103	Aircraft Wiring Systems	2		

Course No.	Course Title	Units	Term Completed	Comments
AVIO106	Basic Troubleshooting	2		
AVIO204	Advanced Avionics Troubleshooting	2		

Aircraft Avionics Systems Certificate Requirements – 18 units

Course No.	Course Title	Units	Term Completed	Comments
AVIO201	Aircraft Basic and Electronic Instrument Systems	8		
AVIO202	Avionics Systems for A&P	8		
AVIO203	Avionics Communications	2		

Aircraft Electronics Technician Certificate Requirements – 15 units

Course No.	Course Title	Units	Term Completed	Comments
ENGL&101	English Composition I	5		
	MATH&141 *or* higher	5		
CMST&210	Interpersonal Comm	5		

Social Science – 5 units

Course No.	Course Title	Units	Term Completed	Comments
	Social Sciences - Complete 5 units	5		

Natural Science – 5 units

Course No.	Course Title	Units	Term Completed	Comments
	Natural Sciences - Complete 5 units	5		

Diversity Course Requirement

Course No.	Course Title	Units	Term Completed	Comments
	Diversity - Complete 1 course			

Total Units Required: 125

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 minimum

DIVERSITY REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- Demonstrate and apply industry required technical skills and data.
- Demonstrate safe work habits and behavior in aviation, reflecting concern, care, and pride in self, others, equipment, aircraft, and facilities.
- Demonstrate and apply appropriate industry required skills in attendance, character, teamwork, appearance, attitude, productivity, organizational skills, communication, cooperation, respect and documentary discipline.

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Aerospace Welding & Fabrication Certificate (MEFAWC20) Active: F 2022

Aerospace Welding & Fabrication Certificate Details

- The Aerospace Welding & Fabrication Certificate is a two-quarter program designed to prepare students to work at the entry level in a manufacturing facility and the aerospace industry. The courses serve as an introduction. The knowledge and skills acquired in these courses are required for entry level positions in diverse workplace scenarios with special emphasis on aerospace. Content includes sheet metal fabrication, press break operation, CNC plasma cutting, specialized TIG welding, blueprint reading and safety.
- This 35-credit certificate may be considered a stand-alone credential for people seeking to enter the manufacturing field, or as part of a stackable set of certificates and degrees in the EvCC Advanced Manufacturing Program

Course Requirements - Complete the following with a C or better

Course No.	Course Title	Units	Term Completed	Comments
MFGT100	Success & Safety	5		
WELD111	Basic Layout	2		
WELD150	Blueprint Readg for Ind	5		
WELD194	Gas Tungsten Arc Welding	5		
WELD211 *or* WELD217	Sheet Metal Fabrication *or* Aero Sheet Metal Fab	5		
WELD214	Pressbrake/Sub Arc Weld	5		
WELD216	Advanced TIG Welding	3		
WELD285 *or* WELD286	CNC Plasma Cutting *or* Aero CNC Plasma Cutting	5		

Total Units Required: 35

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 11 minimum

NON-DISCRIMINATION STATEMENT

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AutoCAD Certificate (DDTAUC01) Active: Sp 2023

TECHNICAL DESIGN - AutoCAD Certificate Details

Technical Design (CAD) certificates are stackable.

Four certificates are offered, and this is one of three of which address specific CAD software. This checklist is targeted at students with an interest in AutoCAD and represents a subset of the classes required for an Associates in Technical Arts Degree.

These certificates may be considered as stand-alone credentials for people seeking to gain entry level CAD employment, or as the first level of a stackable set of certificates in the Advanced Manufacturing Technology – Technical Design (CAD) Associates in Technical Arts degree pathway.

- **All courses must be completed with a grade of C or better.**

Course Requirements

Course No.	Course Title	Units	Term Completed	Comments
ENGT100	Engineering Graphics	4		
ENGT103	Introduction to Revit	4		
ENGT203	AutoCAD 2 - Intermediate	4		

Total Units Required: 12

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 4 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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CATIA 3D Experience Certificate (DEOC3C20) Active: W 2019

TECHNICAL DESIGN - CATIA 3D EXPERIENCE Certificate Details

Technical Design (CAD) certificates are stackable.

This checklist is targeted at students with an interest in CATIA 3D Experience technical design certificate and represents a subset of the classes required for an Associates in Technical Arts Degree. Four certificates are offered, and this is one of three of which address specific CAD software.

These certificates may be considered as stand-alone credentials for people seeking to gain entry level CAD employment, or as the first level of a stackable set of certificates in the Advanced Manufacturing Technology – Technical Design (CAD) Associates in Technical Arts degree pathway.

All courses must be completed with a grade of C or better.

Course Requirements

Course No.	Course Title	Units	Term Completed	Comments
ENGT185	Intro to CATIA 3DE	4		
ENGT193	Intermed CAD w/ CATIA 3D	4		
ENGT194	Tool Design and Product	4		
ENGT195	Adv Surf w/ CATIA 3DE	4		
ENGT196	Adv Workbenches w/CATIA	4		
ENGT204	Drafting using CAD	4		
ENGT205	Precision, Fits w/ GD&T	5		
ENGT217	CAD Design Project	4		

Total Units Required: 33

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 11 minimum

ADDITIONAL GRADUATION REQUIREMENTS

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Advanced Manufacturing Technology: Composites ATA (PETACAPT)
Active: Sp 2023

COMPOSITES ATA Details

The courses required for an Associate in Technical Arts Degree in Advanced Manufacturing Technology: Composites are listed below. This degree requires 92 units. To earn this degree, a cumulative GPA of 2.0 or higher must be maintained.

Interested in transferring to a university? Students completing this ATA degree can transfer directly to the Information Technology and Administrative Management (ITAM) program at Central Washington University or the Manufacturing Operations program at Clover Park Technical College to pursue a Bachelor of Applied Science (BAS) degree. Go to CWU BAS-ITAM or Clover Park - BAS OM for more information.

Related Instruction – 15 units

Course No.	Course Title	Units	Term Completed	Comments
ENGT101 *or* MATH86 or higher	Technical Problem Solve *or* Essentials of Intermediate Algebra or higher	5		
ENGL&101 *or* ENGL98	English Composition I *or* Intro to College Writing	5		
BUS110 *or* BUS165 *or* CMST&210 *or* CMST&230	Business Communications *or* Serv.Essentials Business *or* Interpersonal Comm *or* Small Group Comm	5		BUS 110 recommended

Common Technical Requirements – 32 to 33 units

Course No.	Course Title	Units	Term Completed	Comments
MFGT100	Success & Safety	5		
MFGT117	Blueprint & Schematics	3		
ENGT111	Intro Engineering Tech Design	5		
CT101 *or* CT145 *or* MFGT107 *or* MFGT113 *or* MFGT202	Intro to Composites *or* Composite Special Projects *or* Machining with Mastercam *or* CNC Cutting Solutions *or* LEAN and Operations Mgmt	5 5 4 5 5		
MFGT101 *or* MFGT113	Intro to Machining *or* CNC Cutting Solutions	5		
	WELD 101, or any other 5 credit WELD course	5		
	MECH 119, or any other 5 credit course higher than MECH 119	5		

Composites Technical Core Requirements – 40 units

Course No.	Course Title	Units	Term Completed	Comments
CT102	Composite Technology 1	20		
CT203	Composite Technology 2	20		

Capstone Project Requirements – 5 units

Course No.	Course Title	Units	Term Completed	Comments
MFGT229 *or* MFGT230	Mfgt Team Project *or* MFG Team Project Aero	5		

Total Units Required: 92

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- Solve technical mathematical problems (such as fiber resin ratio)
- Learn basic hand skills for the layup of composites materials using fiberglass, carbon fiber, epoxy and polyester resin
- Design molds and forms for the layup of fiberglass and carbon fiber materials
- Build and vacuum bag composite materials for room temperature cure and oven cure materials
- Create projects in composite materials showing how surface energy is increased and decreased
- Design for producibility and manufacturing ease
- Document technical activities in written and verbal reports
- Be prepared for successful employment

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in the EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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TD - ENGINEERING TECHNOLOGY, CAD, Certificate (DDTATC20)
Active: Sp 2023

ENGINEERING TECHNOLOGY, CAD, Certificate Details

Technical Design (CAD) certificates are stackable.

Four certificates are offered. This is the first certificate – Engineering Technology, CAD – and offers recognition for those students who have taken classes in all the EvCC CAD software.

The remaining three certificates address specific CAD software. These certificates may be considered as stand-alone credentials for people seeking to gain entry-level CAD employment, or as the first level of a stackable set of certificates in the Advanced Manufacturing Technology – Technical Design, CAD, Associates in Technical Arts degree pathway.

Candidates should be aware that many businesses require a 2-year associate degree for employment in this field, and that this certificate by itself may not be sufficient to meet this goal.

- **All courses must be completed with a grade of C or better.**

COURSE REQUIREMENTS - 21 units

Course No.	Course Title	Units	Term Completed	Comments
ENGT111	Intro Engineering Tech Design	5		
ENGT100	Engineering Graphics	4		
ENGT108 or ENGR&114	Engineering Graphics: 3D CAD or Engineering Graphics	4		
ENGT185	Intro to CATIA 3DE	4		
ENGT204	Drafting using CAD	4		

TECHNICAL ELECTIVES - 18 units selected from the following courses

Course No.	Course Title	Units	Term Completed	Comments
ENGT194	Tool Design and Product	4		
ENGT196	Adv Workbenches with Catia 3DE	4		
ENGT225	Eng Tech Skills Building	2		
ENGT259	Engr Graphics: 3D CAD-CAM	4		
ENGT193	Intermediate CAD W/ Catia 3DE	4		
ENGT195	Adv Surfacing with Catia 3DE	4		
ENGT203	AutoCAD II - Intermediate	4		
ENGT217	CAD Design Project	4		
ENGT103	Introduction to Revit	4		
ENGT205	Precision, Fits, w/ GD&T	4		

Total Units Required: 39

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 13 minimum.

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Mastercam Machining Certificate (DDTMMC01) Active: Sp 2023

MASTERCAM MACHINING Certificate Details

This certificate may be considered a stand-alone credential for people seeking to gain entry within precision machining industries which use Mastercam software as a programming tool or as part of a stackable set of certificates leading to a degree in the EvCC Advanced Manufacturing program.

- A 2.0 GPA is required.

Required Courses

Course No.	Course Title	Units	Term Completed	Comments
ENGT111	Intro Engineering Tech Design	5		
ENGT185	Intro to CATIA 3DE	4		
MFGT101 *or* MFGT113	Intro to Machining *or* CNC Cutting Solutions	5		
MFGT107	Machining with Mastercam	4		

Total Units Required: 18

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 6 units minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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AMTEC: Mechatronics ATA (IMMATAPT) Active: Sp 2023

MECHATRONICS ATA Details

The courses required for an Associate in Technical Arts Degree in Advanced Manufacturing Technology - Mechatronics are listed below.

- This degree requires 90 units.
- A cumulative GPA of 2.0 or higher is required.

Interested in transferring to a university?

Students completing this ATA degree can transfer directly to the Information Technology and Administrative Management (ITAM) program at Central Washington University or to the Manufacturing Operations program at Clover Park Technical College to pursue a Bachelor of Applied Science(BAS) degree. Go to www.cwu.edu/it-management/bas-itam-degree-overview or www.cptc.edu/programs/basmo for more information.

Related Instruction – 15 Units

Course No.	Course Title	Units	Term Completed	Comments
	Select one: ENGT 101 or MATH 86 or higher	5		
ENGL&101 *or* ENGL98	English Composition I *or* Intro to College Writing	5		
BUS110 *or* BUS165 *or* CMST&210 *or* CMST&230	Business Communications *or* Serv.Essentials Business *or* Interpersonal Comm *or* Small Group Comm	5		BUS 110 recommended

Common Technical Requirements – 33 Units

Course No.	Course Title	Units	Term Completed	Comments
MFGT100	Success & Safety	5		
CT101	Intro to Composites	5		
MFGT117	Blueprint & Schematics	3		
ENGT111	Intro Engineering Tech Design	5		
MFGT101 *or* MFGT113	Intro to Machining *or* CNC Cutting Solutions	5		
MECH119 *or* MECH219	Introduction to Robotics *or* Industrial Robotics	5		
	WELD 101, or any other 5 unit WELD course	5		

Mechatronics Technical Core Requirements – 28 Units

Course No.	Course Title	Units	Term Completed	Comments
MECH118	Predictive Maintenance	2		
MECH120	Electrical Components	5		

Course No.	Course Title	Units	Term Completed	Comments
MECH121	Mechanical Components	5		
MECH122	Elec-Pneumatic Ctrl Circ	5		
MECH123	Digital Fundamentals	4		
MECH124	Controls and Instrm	5		
MECH295	Mechatronics Intern 1	1		Variable Units
MECH296	Mechatronics Intern 2	1		Variable Units

Technical Electives

Remember that a minimum of 90 units are required for the degree. The number of elective units you need will vary based on other units earned. (MECH 295 and MECH 296 are variable units.)

Course No.	Course Title	Units	Term Completed	Comments
	Complete 6 to 12 additional units			MFG T 102 recommended

Capstone Project Requirements

Course No.	Course Title	Units	Term Completed	Comments
MFGT229 *or* MFGT230	Mfgt Team Project *or* MFG Team Project Aero	5		

Total Units Required: 90

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- Understand and explain the principal operations of the mechatronics subsystems in a complex system.
- Understand how these subsystems work together.
- Recognize potential or impending malfunctions, and contact expert assistance in order to keep the production line functioning, and to prevent production loss.
- Perform routine, preventative maintenance; localize and identify causes and sources of malfunctions where possible.
- Read and understand the technical documents, reports and outlines specific to systems and subsystems; be able to consult with experts; and be able to document malfunctions.
- Work effectively as a team member and coordinate the activities with upstream and downstream operations.
- Understand and implement safety regulations required for operation of the system.
- Be prepared for successful employment

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in the EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Mechatronics Systems Certificate (MTCMYC01) Active: Sp 2019

MECHATRONICS SYSTEMS Certificate Details

AMTEC Certificates are Stackable

This certificate may be considered a stand-alone credential for people seeking to enter the manufacturing field, or as part of a stackable set of certificates in the EvCC Advanced Manufacturing degree pathway.

- A minimum of a 2.0 GPA must be maintained.

Course Requirements

Course No.	Course Title	Units	Term Completed	Comments
MECH120	Electrical Components	5		
MECH121	Mechanical Components	5		
MECH122	Elec-Pneumatic Ctrl Circ	5		
MECH123	Digital Fundamentals	4		

Total Units Required: 19

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 6 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Numerical Control Programming CATIA 3D Experience Certificate (DDTNCC01) Active Sp 2020

2023 - 2024

Technical Design certificates are stackable.

This checklist is targeted at students with an interest in entry-level programming.

Students must have successfully completed the NC Programming Mastercam & Vericut Certificate or have industry experience with instructor permission.

This certificate may be considered a stand-alone credential for people seeking to gain entry within precision machining industries, which uses multiple CAD systems as a programming tool or as part of a stackable set of certificates leading to a degree in the EvCC Advanced Manufacturing program.

- All courses must be completed with a grade of C or better.

Course Requirements - Complete the following with a C or better

Course No.	Course Title	Credits	Term Completed	Comments
ENGT195	Adv Surf w/ CATIA 3DE	4		
ENGT196	Adv Workbenches w/CATIA	4		
MFGT109	NC Programming with CATIA	4		

Total Units Required: 12

EvCC RESIDENCY CREDITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the credits must be earned at Everett Community College and apply towards the certificate being awarded. These credits must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 4 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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EVERETT COMMUNITY COLLEGE
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Numerical Control Programming Foundation Certificate (DDTNFC01)
Active: Sp 2023

Technical Design - NUMERICAL CONTROL PROGRAMMING FOUNDATION

Technical Design certificates are stackable.

This checklist is targeted at students with an interest in entry level Numerical Control programming.

Students must have successfully completed MFG T 101, Introduction to Machining, or have industry experience with instructor permission.

This certificate may be considered a stand-alone credential for people seeking to gain entry within precision machining industries, which uses multiple CAD systems as a programming tool or as part of a stackable set of certificates leading to a degree in the EvCC Advanced Manufacturing program.

- All courses must be completed with a grade of C or better.

Required Courses

Course No.	Course Title	Units	Term Completed	Comments
ENGT111	Intro Engineering Tech Design	5		
ENGT185	Intro to CATIA 3DE	4		
MECH119	Introduction to Robotics	5		

Total Units Required: 14

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 4 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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NC Programming Mastercam and Vericut Certificate (DDTMVC01)
Active: Sp 2020

TECHNICAL DESIGN - NC PROGRAMMING MASTERCAM AND VERICUT Details

Technical Design certificates are stackable.

This checklist is targeted at students with an interest in entry level Numerical Control programming.

Students must have successfully completed the **Numerical Control Programming Foundation Certificate** or have industry experience with instructor permission.

This certificate may be considered a stand-alone credential for people seeking to gain entry within precision machining industries, which uses multiple CAD systems as a programming tool or as part of a stackable set of certificates leading to a degree in the EvCC Advanced Manufacturing program.

- All courses must be completed with a grade of C or better.
- EvCC does not offer every course each quarter, so please consult a class schedule and an advisor to plan course selections

Required Courses

Course No.	Course Title	Units	Term Completed	Comments
MFGT113	CNC Cutting Solutions	5		
ENGT193	Intermed CAD w/ CATIA 3D	4		
MFGT107	Machining with Mastercam	4		
MFGT108	NC Program with Vericut	4		

Total Units Required: 17

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 6 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

NON-DISCRIMINATION STATEMENT

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AMTEC: Precision Machining ATA (MTCAPAPT) Active: Sp 2023

Precision Machining ATA Details

The courses required for an Associate in Technical Arts Degree in Advanced Manufacturing Tech – Precision Machining are listed below.

This degree requires 93 units.

Note that to earn this degree, a cumulative GPA of 2.0 or higher must be maintained.

Interested in transferring to a university? Students completing this ATA degree can transfer directly to the Information Technology and Administrative Management (ITAM) program at Central Washington University or to the Manufacturing Operations program at Clover Park Technical College to pursue a Bachelor of Applied Science (BAS) degree. Go to www.cwu.edu/it-management/bas-itam-degree-overview or www.cptc.edu/programs/basmo for more information.

Related Instruction – 15 units

Course No.	Course Title	Units	Term Completed	Comments
	Select one: ENGT 101 or MATH 86 or higher	5		
ENGL&101 *or* ENGL98	English Composition I *or* Intro to College Writing	5		
BUS110 *or* BUS165 *or* CMST&210 *or* CMST&230	Business Communications (D) *or* Serv.Essentials Business *or* Interpersonal Comm *or* Small Group Comm	5		BUS110 Recommended

Common Technical Requirements – 33 units

Course No.	Course Title	Units	Term Completed	Comments
MFGT100	Success & Safety	5		
CT101	Intro to Composites	5		
MFGT117	Blueprint & Schematics	3		
ENGT111	Intro Engineering Tech Design	5		
MFGT101 *or* MFGT107 *or* MFGT113 *or* MFGT119 *or* MFGT202	Intro to Machining *or* Machining with Mastercam *or* CNC Cutting Solutions *or* Introduction to Robotics *or* LEAN and Operations Mgmt	5 4 5 5 5		
	MECH 119, or any other 5 credit course higher than MECH 119	5		

Course No.	Course Title	Units	Term Completed	Comments
	WELD 101, or any other 5 credit WELD course	5		

Precision Machining Technical Core Requirements – 40 units

Course No.	Course Title	Units	Term Completed	Comments
MFGT104	Machine Operator 1	20		
MFGT105	Machine Operator 2	20		

Capstone Project Requirements – 5 Units

Course No.	Course Title	Units	Term Completed	Comments
MECH229 *or* MFGT230	Mfgt Team Project *or* MFG Team Project Aero	5		

Total Units Required: 93

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- Solve technical mathematical problems
- Read and understand basic engineering drawings
- Understand and utilize machine technology
- Write programs and setup CNC machines
- Operate and perform maintenance on CNC machines
- Document technical activities in written and verbal reports
- Be prepared for successful employment

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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AMTEC - Precision Machining Certificate (MTCAPC20) Active: Su 2016

AMTEC Certificates are Stackable

This certificate may be considered a stand-alone credential for people seeking to enter the manufacturing field, or as part of a stackable set of certificates in the EvCC Advanced Manufacturing degree pathway.

- A minimum of a 2.0 GPA must be maintained.

Course Requirements - Complete the following with a C or better

Course No.	Course Title	Units	Term Completed	Comments
MFGT104	Machine Operator 1	20		
MFGT105	Machine Operator 2	20		

Total Units Required: 40

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 13 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Robotics Foundations Certificate (ROTRFC01) Active: Sp 2019

Course Requirement - Complete the following with a C or better

Course No.	Course Title	Units	Term Completed	Comments
MECH119	Introduction to Robotics	5		

Total Units Required: 5

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Solid Works Certificate (DDTSWC01) Active: W 2019

TECHNICAL DESIGN - SOLID WORKS Certificate Details

Technical Design, CAD, certificates are stackable.

Four certificates are offered, and this is one of three of which address specific CAD software. This checklist is targeted at students with an interest in Solid Works and represents a subset of the classes required for an Associates in Technical Arts Degree.

These certificates may be considered as stand-alone credentials for people seeking to gain entry level CAD employment, or as the first level of a stackable set of certificates in the Advanced Manufacturing Technology – Technical Design, CAD, Associates in Technical Arts degree pathway.

- **All courses must be completed with a grade of C or better.**

Course Requirements

Course No.	Course Title	Units	Term Completed	Comments
ENGT204	Drafting using CAD	4		
ENGT205	Precision, Fits w/ GD&T	5		
ENGT259	Engr Graphics:3D CAD-CAM	4		
ENGR&114 *or* ENGT108	Engineering Graphics *or* Engnr Graphics: 3D CAD	4		

Total Units Required: 17

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 6 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Technical Design, CAD, ATA (DDTATAPT) Active: Sp 2023

Associate in Technical Arts in Advanced Manufacturing Technology in Technical Design, CAD

The courses required for an Associate in Technical Arts Degree in Advanced Manufacturing Technology in Technical Design, CAD, are listed below. Note that program prerequisites should be met. This degree requires 90 units. A cumulative GPA of 2.0 or higher is required.

Interested in transferring to a university? Students completing this ATA degree can transfer directly to the Information Technology and Administrative Management (ITAM) program at Central Washington University or to the Manufacturing Operations program at Clover Park Technical College to pursue a Bachelor of Applied Science (BAS) degree.

Go to www.cwu.edu/it-management/bas-overview or www.cptc.edu/programs/basmo for more information.

Related Instruction – Must Complete with a C or Higher

Course No.	Course Title	Units	Term Completed	Comments
ENGT101 *or* MATH86 *or* higher	Technical Problem Solve *or* Essentials of Intermediate Algebra or higher	5		
ENGL&101 *or* ENGL98	English Composition I *or* Intro to College Writing	5		
BUS110 *or* BUS165 *or* CMST&210 *or* CMST&230	Business Communications *or* Serv.Essentials Business *or* Interpersonal Comm *or* Small Group Comm	5		BUS110 (D) recommended

Subtotal: 15

Common Technical Requirements

Course No.	Course Title	Units	Term Completed	Comments
ENGT111	Intro Engineering Tech Design	5		
MFGT100	Safety for Manufacturing	5		
	CT 101, or any other 5-credit CT course	5		
	MFGT 101, or any other 5-credit MFGT course	5		
	WELD 101, or any other 5-credit WELD course	5		
	MECH 119, or any other 5-credit corse higher than MECH 119	5		

Subtotal: 30

Computer Aided Design Technical Core Requirements

Course No.	Course Title	Units	Term Completed	Comments
ENGT100	Engineering Graphics	4		
ENGT108 *or* ENGR&114	Engineering Graphics: 3D CAD *or* Engineering Graphics (NS)	4		
ENGT185	Intro to CATIA 3DE	4		
ENGT204	Drafting using CAD	4		
ENGT205	Precision, Fits w/ GD&T	5		
ENGT230 *or* WELD151	Manf Materials/Processes *or* Carbon Steel Metallurgy	3		

Subtotal: 24

Technical Electives

Course No.	Course Title	Units	Term Completed	Comments
	Technical Electives – 16 units			From: ENGR101, ENGT102 (or MATH96), ENGT103, ENGT193, ENGT194, ENGT195, ENGT196, ENGT203, ENGT213 (or MATH&141 or higher), ENGT217, ENGT225, ENGT226, ENGT259, MFGT202

Subtotal: 16

Capstone Project Requirement

Course No.	Course Title	Units	Term Completed	Comments
MFGT229 *or* MFGT230	Mfgt Team Project *or* MFG Team Project Aero	5		

Subtotal: 5

Total Units Required: 90

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- Solve technical mathematical problems.
- Utilize basic engineering graphics with 2D CAD.
- Create multi-view drawings using 2D and 3D CAD.
- Create assembly drawings from 3D models.
- Create complex surfaced part models using 3D CAD.
- Design for producability and manufacturing ease.
- Document technical activities in written and verbal reports.
- Be prepared for successful employment.

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in the EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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AMTEC: Welding and Fabrication ATA (WETAFAPT) Active: Sp 2023

Welding And Fabrication ATA Details

The courses required for an Associate in Technical Arts Degree in Advanced Manufacturing Tech: Welding and Fabrication are listed below.

- This degree requires a minimum of 90 units. Technical Electives can be increased if need be to be sure you are at 90 units upon program completion.
- Note that to earn this degree, a cumulative GPA of 2.0 or higher must be maintained.

Interested in transferring to a university? Students completing this ATA degree can transfer directly to the Information Technology and Administrative Management (ITAM) program at Central Washington University or to the Manufacturing Operations program at Clover Park Technical College to pursue a Bachelor of Applied Science(BAS) degree. Go to https://www.cwu.edu/it-management/bas-itam-degree-overview or www.cptc.edu/programs/basmo for more information.

Related Instruction – 13 to 15 units

Course No.	Course Title	Units	Term Completed	Comments
ENGT101 *or* WELD105 *or* MATH86 or higher	Technical Problem Solve *or* Intro to Fab Planning *or* Essentials of Intermediate Algebra or higher	5		WELD105 recommended
ENGL&101 *or* ENGL98	English Composition I *or* Intro to College Writing	5		
BUS110 *or* BUS165 *or* CMST&210 *or* CMST&230 *or* HDEV155	Business Communications *or* Serv.Essentials Business *or* Interpersonal Comm *or* Small Group Comm *or* Hum Relations in the Workplace	5 5 5 5 3		BUS110 recommended to meet your Diversity requirement.

Common Technical Requirements – 33 to 35 units

Course No.	Course Title	Units	Term Completed	Comments
MFGT100	Success and Safety	5		
CT101* or higher	Introduction to Composites or any 5 unit CT class higher than CT101	5		*If you have already taken CT 102, do not take CT 101. Make a different selection.
MFGT117 *or* WELD150	Blueprint Rdg & Schematics *or* Blueprint Readg for Ind	3 5		
ENGT111	Intro Engineering Tech Design	5		4 units or more
MFGT101* or higher	Introduction to Machining or higher 5-unit MFGT course	5		*If you have already taken MFGT 104, do not take MFGT 101 or MFGT 113. Make a different selection.
WELD101 or higher	Introduction to Welding or higher 5-unit WELD class	5		

Course No.	Course Title	Units	Term Completed	Comments
MECH119 or higher	Introduction to Robotics or higher 5-unit MECH course	5		

Welding and Fabrication Technical Core Requirements - 25 units

Course No.	Course Title	Units	Term Completed	Comments
WELD111	Basic Layout	2		
WELD152	Weld Base Mtrls: Process	3		Offered Winter quarter only
WELD191	Basic Arc	5		
WELD193	Basic Pipe	5		
WELD194	Gas Tungsten Arc Welding	5		
WELD195	Gas Metal Arc/Flux Core	5		

Welding and Fabrication Electives to Reach 90 Units

Remember that a minimum of 90 units are required for the degree. The number of elective units you need will vary based on other units earned. (Units vary in some of your selection options.)

Course No.	Course Title	Units	Term Completed	Comments
	Electives - 20 to 24 units			From Courses: WELD151, WELD153, WELD192, WELD210, WELD211, WELD212, WELD213, WELD225, WELD295

Capstone Project Requirement - 5 units

Course No.	Course Title	Units	Term Completed	Comments
MECH229	Mfgt Team Project	5		

Total Units Required: 90

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- Build skills toward industry standards.
- Build skills toward State and National welding certifications.
- Work as an effective and dependable team member as well as independently.
- Demonstrate safe work habits that reflect concern and care for self, others and the environment.
- Develop the skills necessary to secure employment.

EvCC RESIDENCY UNITS REQUIREMENT

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Required Residency Units: 30 minimum

ADDITIONAL GRADUATION REQUIREMENTS

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AMTEC: Welding and Fabrication Cert (WETAFC20) Active: F 2020

Course Requirements – 32 to 35 units

Course No.	Course Title	Units	Term Completed	Comments
MFGT100	Safety for Manufacturing	5		
WELD101 *or* WELD152	Introduction to Welding *or* Weld Base Mtrls: Process	5 3		
WELD191	Basic Arc	5		
WELD193	Basic Pipe	5		
WELD194	Gas Tungsten Arc Welding	5		
WELD195	Gas Metal Arc/Flux Core	5		
ENGT100 *or* WELD150	Engineering Graphics *or* Blueprint Readg for Ind	4 5		

Additional Courses – 5 to 8 units

The certificate requires 40 units; the numer of units you will need depends on the other courses you take.

Course No.	Course Title	Units	Term Completed	Comments
	Other - complete enough units to total 40			

Total Units Required: 40

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 13 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Welding Certificate (WETWEC20) Active: F 2020

Welding Certificates are Stackable

This Certificate in Welding is the culmination of working to obtain lower-level welding certifications. Those lower-level Welding certificates are designed to create a guided pathway from the student's 1st quarter through their final quarter with the EvCC Welding Program. These lower-level certificates stack to become the Certificate in Welding. The Certificate in Welding then stacks to become part of the ATA in Welding and a High School diploma. Upon completion of this certificate, the student will have demonstrated the equivalent of 1 years' experience in the metal trades.

English and Mathematics – 0 to 10 units

43 total units are always required for this certificate.

- Students who place into ENGL 98 or higher, or equivalent, **are not required** to take an English course for this certificate and will instead take more Fabrication and Welding classes.
- Student who place into MATH 76 or higher, or equivalent, **are not required** to take a Math course for this certificate and will instead take more Fabrication and Welding classes.

Course No.	Course Title	Units	Term Completed	Comments
ENGL97 *or* TS97	Begin Grammar & Writing *or* Intro/College Paragraphs	0-5		If you have placement into ENGL 98 or TS 98 or higher, there is no need to take ENGL 97 or TS 97.
MATH76 *or* TS76	Mathematical Literacy	0-5		If you have placement into MATH 86 or TS 86 or higher, there is no need to take MATH 76 or TS 76.

Core Requirements - 15 units

Course No.	Course Title	Units	Term Completed	Comments
MFGT100	Success & Safety	5		
WELD101	Introduction to Welding	5		
WELD150	Blueprint Readg for Ind	5		

Fabrication and Welding Courses – 18 to 28 units

Remember, 43 total units are always required for this certificate.

- Students who are required to complete both an English and Math course, required units will be 18.
- Students who are required to complete either an English or Math course, required units will be 23.
- Students who are not required to complete either English or Math course, required units will be 28.

Course No.	Course Title	Units	Term Completed	Comments
	Fabrication and Welding - complete as needed to reach 43 units			

Course No.	Course Title	Units	Term Completed	Comments

Total Units Required: 43

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 14 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Welding, Advanced TIG Certificate (WETATC01) Active: F 2022

Welding Certificates are Stackable

This checklist is targeted at students with an interest in TIG welding. This certificate is stackable with the Certification in Welding and the ATA in Welding The program is designed for students with some previous Welding experience.

Course Requirements - Complete the following with a C or better

Course No.	Course Title	Units	Term Completed	Comments
MFGT100	Success & Safety	5		
WELD111	Basic Layout	2		
WELD150	Blueprint Readg for Ind	5		
WELD194	Gas Tungsten Arc Welding	5		
WELD216	Advanced TIG Welding	3		

Total Units Required: 20

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 6 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Welding, Entry Level Certificate (WETELC01)

Welding Certificates are Stackable

This checklist is targeted at students with an interest in Sub-Arc welding. This certificate is stackable with the Certificate in Welding and the ATA in Welding The program is designed for students with some previous Welding experience.

Course Requirements - Complete the following with a C or better

Course No.	Course Title	Units	Term Completed	Comments
MFGT100	Success & Safety	5		
WELD101	Introduction to Welding	5		
WELD111	Basic Layout	2		
WELD195	Gas Metal Arc/Flux Core	5		

Total Units Required: 17

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 5 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Welding, Sub-Arc Certificate (WETSWC01)

Welding Certificates are Stackable

This certificate is stackable with the Certificate in Welding and the ATA in Welding. The program is designed for students with some previous Welding experience.

Course Requirements - Complete the following with a C or better

Course No.	Course Title	Units	Term Completed	Comments
MFGT100	Success & Safety	5		
WELD111	Basic Layout	2		
WELD150	Blueprint Readg for Ind	5		
WELD214	Pressbrake/Sub Arc Weld	5		

Total Units Required: 17

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 5 minimum

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AVIATION MAINTENANCE MASTERCLASS Certificate (APTAAC01)
Active: F 2018

A MINIMUM GRADE OF 2.0 IS REQUIRED IN ALL CLASSES.

Note: In order to work as an aviation maintenance technician, students must possess a Federal Aviation Administration (FAA) Mechanic certificate with Airframe and/or Powerplant ratings. This certificate (license) is granted to students who complete the 14 Code of Federal Regulations (CFR) Part 147 program and pass the FAA written and practical & oral exams for each rating.

Course Requirements

Course No.	Course Title	Units	Term Completed	Comments
AMT295	Aviation Master Class	16		
AMT296	Aviation Master Class Portfolio	2		

Total Units Required: 18

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 6 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Aviation Maintenance Technology AAS-T (APTATAAS) Active: F 2018

Note: In order to work as an aviation maintenance technician, students must possess a Federal Aviation Administration (FAA) Mechanic certificate with Airframe and/or Powerplant ratings. This certificate (license) is granted to students who complete the 14 Code of Federal Regulations (CFR) Part 147 program and pass the FAA written and practical & oral exams for each rating.

A&P License or Certificate - 60 units total

Either the A&P License (45 units + 15 elective units) or the A&P Certificate (60 units)

A&P License

A student with an A&P License from a FAR Part 147 school may be awarded 45 units by EvCC after completing 30 required units at EvCC. Utilizing the A&P License option for this transfer degree requires completion of 15 additional elective units (which can be A&P courses in General, Airframe, and Powerplant).

A&P Certificate - 60 units

Students completing EvCC's A&P program may be awarded up to 60 units towards this degree.

Course No.	Course Title	Units	Term Completed	Comments
	45 - 60 units for A&P License			
	ELECTIVES - complete 15 units if awarded 45 for A&P License			

General Education Requirements - 30 units

Course No.	Course Title	Units	Term Completed	Comments
ENGL&101	English Composition I	5		
	Mathematics - Complete 5 units	5		MATH& 141 Recommended
	HUMANITIES - Complete 5 units	5		
	SOCIAL SCIENCE - Complete 5 units	5		
	NATURAL SCIENCE - Complete 5 units	5		

Course No.	Course Title	Units	Term Completed	Comments
	GENERAL ELECTIVE	5		

Total Units Required: 90

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 minimum

PROGRAM LEARNING OUTCOMES

- Demonstrate and apply appropriate aviation technical applications, problem solving, and critical thinking skills required in industry while preparing for the FAA Aviation Maintenance Technician certification with Airframe and Powerplant ratings.
- Demonstrate multiple communication means specific to aviation maintenance concepts and technical processes using appropriate terms and vocabulary.
- Demonstrate safe work habits and behavior in aviation, reflecting concern, care, and pride in self, others, equipment, aircraft, and facilities.
- Demonstrate and apply industry required technical skills and data.
- Demonstrate and apply appropriate industry required skills in attendance, character, teamwork, appearance, attitude, productivity, organizational skills, communication, cooperation, respect and documentary discipline.

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Aviation Maintenance Technology ATA (APTATAPT) Active: F 2018

Note: In order to work as an aviation maintenance technician, students must possess a Federal Aviation Administration (FAA) Mechanic certificate with Airframe and/or Powerplant ratings. This certificate (license) is granted to students who complete the 14 Code of Federal Regulations (CFR) Part 147 program and pass the FAA written and practical & oral exams for each rating.

General Education Requirements – Starting – 20 units

Course No.	Course Title	Units	Term Completed	Comments
ENGL98	Intro to College Writing	5		
	MATH& 86 or higher	5		
CMST&210	Interpersonal Comm	5		
	Elective - 5 units minimum	5		

General Education Requirements – Later – 10 units

Course No.	Course Title	Units	Term Completed	Comments
	Social Science - 5 units minimum	5		
	Natural Science - 5 units minimum	5		

General Quarter 1 – 21 units

Course No.	Course Title	Units	Term Completed	Comments
AMT&101	Basic Electricity	5		
AMT102	Basic Electricity	3		
AMT&111	Math and Physics	4		
AMT&141	Aircraft Drawings	2		
AMT&161	Materials and Processes	7		

General Quarter 2 – 19 units

Course No.	Course Title	Units	Term Completed	Comments
AMT105	Human Factors	2		
AMT180	Fund of Troubleshooting	2		
AMT&121	Weight and Balance	2		
AMT&131	Corrosion/Fluid Lines	5		
AMT&151	Operations & Servicing	4		
AMT&171	Federal Aviation Regs	4		

Powerplant Quarter 1 – 20 units

Course No.	Course Title	Units	Term Completed	Comments
AMT&251	Reciprocating Engines I	5		
AMT&252	Reciprocating Engines II	5		
AMT&271	Ignition and Start Syst	6		
AMT&275	Lubrication Systems: RE	4		

Powerplant Quarter 2 – 20 units

Course No.	Course Title	Units	Term Completed	Comments
AMT&253	Turbine Engines I	5		
AMT&254	Turbine Engines II	5		
AMT&261	Engine Instruments	1		
AMT&265	Engine Fire Protection	1		
AMT&267	Engine Electrical	5		
AMT276	Lube Sys: Turbine Engine	3		

Powerplant Quarter 3 – 20 units

Course No.	Course Title	Units	Term Completed	Comments
AMT&257	Engine Inspection	3		
AMT&279	Engine Fuel Systems	7		
AMT&281	Engine Induction/Cooling	4		
AMT&285	Propellers & Fans	6		

Airframe Quarter 1 – 20 units

Course No.	Course Title	Units	Term Completed	Comments
AMT&205	Wood, Covers, and Finish	9		
AMT&215	Assembly & Rigging	7		
AMT&235	Navigation Communication	1		
AMT&237	Airframe Fuel Systems	3		

Airframe Quarter 2 – 20 units

Course No.	Course Title	Units	Term Completed	Comments
AMT&201	Composites	5		
AMT&211	Sheet Metal	10		
AMT&231	Ice & Rain/Fire Systems	3		
AMT&239	Aircraft Electrical	2		

Airframe Quarter 3 – 20 units

Course No.	Course Title	Units	Term Completed	Comments
AMT&207	Welding	2		
AMT&221	Airframe Inspection	4		
AMT&223	Landing Gear/Hydraulics	9		
AMT&241	Instrument Systems	2		
AMT&245	Cabin Environment	3		

Total Units Required: 190

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- Demonstrate and apply appropriate aviation technical applications, problem solving, and critical thinking skills required in industry while preparing for the FAA Aviation Maintenance Technician certification with Airframe and Powerplant ratings.
- Demonstrate multiple communication means specific to aviation maintenance concepts and technical processes using appropriate terms and vocabulary.
- Demonstrate safe work habits and behavior in aviation, reflecting concern, care, and pride in self, others, equipment, aircraft, and facilities.
- Demonstrate and apply industry required technical skills and data.
- Demonstrate and apply appropriate industry required skills in attendance, character, teamwork, appearance, attitude, productivity, organizational skills, communication, cooperation, respect and documentary discipline.

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units - 30 minimum

ADDITIONAL GRADUATION REQUIREMENTS

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Aviation Maintenance Technology Certificate (APTAMC45) Active: F 2018

Note: In order to work as an aviation maintenance technician, students must possess a Federal Aviation Administration (FAA) Mechanic certificate with Airframe and/or Powerplant ratings. This certificate (license) is granted to students who complete the 14 Code of Federal Regulations (CFR) Part 147 program and pass the FAA written and practical & oral exams for each rating.

Core Requirements – 15 units

Course No.	Course Title	Units	Term Completed	Comments
ENGL&101 ENGL98	English Composition I *or* Intro to College Writing	5		
	MATH 86 *or* higher	5		
CMST&210	Interpersonal Comm	5		

General Quarter 1 – 21 units

Course No.	Course Title	Units	Term Completed	Comments
AMT&101	Basic Electricity	5		
AMT102	Basic Electricity	3		
AMT&111	Math and Physics	4		
AMT&141	Aircraft Drawings	2		
AMT&161	Materials and Processes	7		

General Quarter 2 – 19 units

Course No.	Course Title	Units	Term Completed	Comments
AMT105	Human Factors	2		
AMT180	Fund of Troubleshooting	2		
AMT&121	Weight and Balance	2		
AMT&131	Corrosion/Fluid Lines	5		
AMT&151	Operations & Servicing	4		
AMT&171	Federal Aviation Regs	4		

Powerplant Quarter 1 – 20 credits

Course No.	Course Title	Units	Term Completed	Comments
AMT&251	Reciprocating Engines I	5		
AMT&252	Reciprocating Engines II	5		
AMT&271	Ignition and Start Syst	6		
AMT&275	Lubrication Systems: RE	4		

Powerplant Quarter 2 – 20 credits

Course No.	Course Title	Units	Term Completed	Comments
AMT&253	Turbine Engines I	5		
AMT&254	Turbine Engines II	5		
AMT&261	Engine Instruments	1		
AMT&265	Engine Fire Protection	1		
AMT&267	Engine Electrical	5		
AMT276	Lube Sys: Turbine Engine	3		

Powerplant Quarter 3 – 20 units

Course No.	Course Title	Units	Term Completed	Comments
AMT&257	Engine Inspection	3		
AMT&279	Engine Fuel Systems	7		
AMT&281	Engine Induction/Cooling	4		
AMT&285	Propellers & Fans	6		

Airframe Quarter 1 – 20 credits

Course No.	Course Title	Units	Term Completed	Comments
AMT&205	Wood, Covers, and Finish	9		
AMT&215	Assembly & Rigging	7		
AMT&235	Navigation Communication	1		
AMT&237	Airframe Fuel Systems	3		

Airframe Quarter 2 – 20 credits

Course No.	Course Title	Units	Term Completed	Comments
AMT&201	Composites	5		
AMT&211	Sheet Metal	10		
AMT&231	Ice & Rain/Fire Systems	3		
AMT&239	Aircraft Electrical	2		

Airframe Quarter 3 – 20 credits

Course No.	Course Title	Units	Term Completed	Comments
AMT&207	Welding	2		
AMT&221	Airframe Inspection	4		
AMT&223	Landing Gear/Hydraulics	9		
AMT&241	Instrument Systems	2		
AMT&245	Cabin Environment	3		

Total Units Required: 175

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 30 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Aircraft Electronics Technician Certificate (AMTAEC45) Active: F 2023

STUDENTS MUST BE ENROLLED FULL-TIME.

The courses cannot be taken individually.

All courses must be completed with a C or better.

Note: In order to work in an FAA-authorized repair station as an avionics technician, students must possess either a National Center for Aerospace & Transportation Technologies (NCATT) Aircraft Electronics Technician (AET) certificate, or a Federal Communications Commission (FCC) General Radiotelephone Operator License (GROL). Both the certificate and license are granted to students who complete the two-quarter Avionics program and pass the exams.

Electronics Certificate Requirements

Course No.	Course Title	Units	Term Completed	Comments
AVIO101	Electrical Fund	8		
AVIO102	Electronic Fund	8		

Aircraft Troubleshooting Certificate Requirements

Course No.	Course Title	Units	Term Completed	Comments
AVIO103	Aircraft Wiring Systems	2		
AVIO106	Basic Troubleshooting	2		
AVIO204	Advanced Troubleshooting	2		

Aircraft Avionics Systems Certificate Requirements

Course No.	Course Title	Units	Term Completed	Comments
AVIO201	Aircraft Basic and Electronic Instrument Systems	8		
AVIO202	Avionics Systems for A&P	8		
AVIO203	Avionics Communications	2		

Aircraft Electronics Technician Certificate Requirements

Course No.	Course Title	Units	Term Completed	Comments
ENGL&101	English Composition I	5		
	MATH&141 ***or*** higher	5		
CMST&210	Interpersonal Comm	5		

Total Units Required: 55

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 18 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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BAS in ACCOUNTING (ATBACBAS), Active: F 2023

Notes for the Bachelor of Applied Science in Accounting (BAS)

Acceptance into the BAS in Accounting is required. Students need to complete the BAS in Accounting application process to ensure they meet the entry requirements for this program and also receive an acceptance letter into the program. Once students have received an acceptance letter into the BAS in Accounting program, students can enroll in the courses listed below. Students must work with their program advisor to determine a quarter by quarter course plan since all courses are not offered every quarter. Some General Education courses may have already been completed at the associate level, thus why meeting with a program advisor to set up a quarter by quarter course plan is required.

Students must earn a C grade (2.0) or better in many of the courses. Courses may be subject to prerequisites. To earn a degree, the program must be completed with a cumulative GPA of 2.0 (C) or better.

GENERAL EDUCATION REQUIREMENTS – 60 UNITS TOTAL

To complete the BAS in Accounting, students must have a total of 60 general education units. These are listed below.

COMMUNICATION SKILLS – 10 UNITS TOTAL

Course Number	Course Title	Units	Term Completed	Comments
ENGL& 101	English Composition I *(minimum grade 2.0)*	5		
ENGL& 235	Technical Writing & Research *(minimum grade 2.0)*	5		

QUANTITATIVE OR SYMBOLIC REASONING SKILLS – 5 UNITS TOTAL

Course Number	Course Title	Units	Term Completed	Comments
MATH& 107	Math in Society or higher *(minimum grade 2.0)*	5		

HUMANITIES – 10 UNITS TOTAL

Course Number	Course Title	Units	Term Completed	Comments
CMST& 210 *or* CMST& 220 *or* CMST& 230 *or* CMST&240	Interpersonal Communication *or* Public Speaking *or* Small Group Communication *or* Intercultural Communication *(minimum grade 2.0)*	5		
PHIL 360	Business Ethics *(minimum grade 2.0)*	5		Offered in Spring only

SOCIAL SCIENCES – 10 UNITS TOTAL

Course Number	Course Title	Units	Term Completed	Comments
BUS& 201	Business Law *(minimum grade 2.0)*	5		
	Social Sciences – Select courses from the DTA approved Social Sciences course list.	5		BUS& 101 is recommended

NATURAL SCIENCES – 10 UNITS TOTAL

Course Number	Course Title	Units	Term Completed	Comments
	Natural Sciences – Select courses from the DTA approved Natural Sciences course list.	5		Must include at least 1 laboratory class.
	Natural Sciences	5		

ADDITIONAL GENERAL EDUCATION – 15 UNITS TOTAL

Course Number	Course Title	Units	Term Completed	Comments
CMST 340	Advanced Business Communications *(minimum grade 2.0)*	5		Offered in Winter only
BUS 350	Business Research *(minimum grade 2.0)*	5		Offered in Fall only
ECON& 201 *or* ECON& 202	Microeconomics or Macroeconomics *(minimum grade 2.0)*	5		

CORE REQUIREMENTS - 50 UNITS TOTAL (minimum grade 2.0 in all courses)

Course Number	Course Title	Units	Term Completed	Comments
ACCT 300	Finance	5		Offered in Winter only
ACCT 350	Intermediate Accounting II	5		Offered in Fall only
ACCT 351	Intermediate Accounting III	5		Offered in Winter only
ACCT 360	Cost Accounting	5		Offered in Fall only
ACCT 370	Forensic Accounting	5		Offered in Spring only
ACCT 400	Accounting Information Systems	5		Offered in Spring only
ACCT 420	Auditing	5		Offered in Fall only
ACCT 450	Federal Income Taxation II	5		Offered in Fall only
ACCT 470	Advanced Accounting	5		Offered in Winter only
ACCT 490	Accounting Capstone	5		Offered in Spring only

Total Units Required: 90 Associate Units + 90 BAS Units = 180 Units

PROGRAM LEARNING OUTCOMES

- Apply a broad understanding of accounting, rules and technology within several distinct areas such as financial accounting, auditing, managerial accounting, international accounting, tax accounting and public-sector accounting practices.
- Assemble and analyze financial and business data to produce requisite reports within the public, private, nonprofit and government accounting sectors.
- Apply problem-solving skills to both domestic and international accounting in an array of diverse settings.
- Develop critical thinking, quantitative reasoning and decision-making skills by incorporating analytical tools, the latest technology and current industry best practices.
- Demonstrate effective oral and written communication and analytical thinking skills.
- Analyze the impact of ethical behaviors in the decision-making process within a professional business environment.
- Demonstrate leadership abilities and collaborative skills necessary to resolve interpersonal and organizational challenges that may occur in an accounting or business setting.
- Integrate and apply social, historical, psychological, political and economic perspectives to a professional business setting.
- Demonstrate program mastery through the completion and presentation of a capstone project.

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any bachelor's degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 minimum BAS units

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in the EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

NON-DISCRIMINATION STATEMENT

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Biology AS-T (LRST1AS AST1-BIOL) Active: W 2022

Notes for the Associate in Science - Transfer to Biological Science

- Though courses in a foreign language are not required in the Associate of Science degree, some universities may require two or three quarters of foreign language for admission or for graduation.
- Completion of required and recommended courses will result in more than 90 units being earned for the degree. The advantage is that the completion of these courses will enable you to progress more efficiently in your major at a university. Alternatively, some of the more advanced courses may be done at the university instead. Please consult with an advisor to decide the best option for you between the Biology AS-T and the AAS-DTA with an Interest in Biology.
- Prerequisites will require extra units and all will require a minimum grade of 2.0 (C) or higher.
- Students who initially place in a high-level math course do not need to take math courses below that level.

Potential Prerequisites

- Prior to starting some of the following courses, students will need to complete ENGL 98 or place into or have taken ENGL& 101.
- Prior to starting some of the following courses, students will need to complete the Math prerequisite sequence (MATH 76, MATH 86, MATH 96, MATH& 141, MATH& 142) or place into or have taken MATH& 151 or higher.
- Prior to CHEM& 161, complete CHEM& 140 or place into CHEM& 161 or higher.
- BIOL& 221 may be taken after or concurrently with CHEM& 161; High school biology or BIOL&100 is also required.
- BIOL& 222 and 223 must be taken after CHEM& 161.
- CHEM& 261, 262, 263 is offered in a sequence of Fall, Winter, Spring only; students must start in the Fall.

College Success – 2 units

A College Success course is mandatory for all new degree-seeking students. The class may be waived due to previous college coursework or the specific course of study. Certain programs are exempt from this requirement; please see the College Success webpage for details.

Course No.	Course Title	Units	Term Completed	Comments
COLL101 *or* STEM101	College Success *or* College Success in STEM	2		STEM101 strongly recommended

Communication Skills – 5 units minimum

Only 5 units of Communication Skills are required, but 10 units are recommended. More units will be required at the university level. ENGL& 102 (English Composition II) is recommended. Work with your program advisor to determine if you need this or if it can be waived.

Course No.	Course Title	Units	Term Completed	Comments
ENGL&101	English Composition I	5		
	Communications – select 1			ENGL&102 recommended.

Mathematics Courses – 15 units

Course No.	Course Title	Units	Term Completed	Comments
MATH&151	Calculus I	5		
MATH&152	Calculus II	5		
MATH&163	Calculus 3	5		

Humanities and Social Science Courses – 15 units

15 units total required in 2 different disciplines selected from both the Humaniities and Social Sciences distributions.

A World Language is recommended. Transfer institutions require a total of 2-3 quarters of a World Language. UW requires 3 quarters of foreign language for all majors; 2 quarters to be admitted and 3 to graduate (or years in high school).

If you have not taken a Diversity class in another category, be sure to take one here.

Course No.	Course Title	Units	Term Completed	Comments
	Humanities - select 1 course	5		
	Social Science - select 1 course	5		
	Humanities or Social Science - select 1 course	5		

Natural Science Courses – 57.5 units

Course No.	Course Title	Units	Term Completed	Comments
BIOL&221	Majors Ecology/Evolution	6		
BIOL&222	Majors Cell/Molecular	6		
BIOL&223	Majors Organismal Phys	6		
CHEM&161	General Chem w/Lab I	5.5		
CHEM&162	General Chem w/Lab II	5.5		
CHEM&163	General Chem w/lab III	5.5		
CHEM&261	Organic Chem w/Lab I	6		
CHEM&262	Organic Chem w/Lab II	6		
CHEM&263	Organic Chem w/Lab III	6		
BIOL130 *or* BOT113 *or* MATH&264 *or* PHYS&114	Marine Biol/Pacific NW *or* Plants of the Pacific NW *or* Calculus 4 *or* General Physics I	5 5 5 5		

Total Units Required: 94.5

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- Apply quantitative analysis to solve problems: students will utilize quantitative and graphical analyses to describe biological processes and solve problems posed in assignments.
- Apply the Scientific Method: in reports and presentations, students will demonstrate application of the scientific method in order to explain biological processes encountered in classroom, laboratory and field projects.
- Critically evaluate the science-related content in reports, popular media and public policy: students will read assigned articles, books and online resources, and evaluate these sources in the context of the life sciences topics presented in class.
- Effectively communicate scientific processes: students will use the results obtained from experiments, demonstrations, discussions and field work to produce written reports and oral presentations.

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 1/3 of the units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the residency units.

Required Residency Units: 32 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Bookkeeping Certificate (ATBBOC45) Active: W 2021

Students must earn a C grade (2.0) or better in all courses.

Bookkeeping Certificate Requirements – 50 units

Course No.	Course Title	Units	Term Completed	Comments
ACCT110	Small Bus Accounting	5		
ACCT112	Federal Income Taxation I	5		
ACCT&201	Prin of Accounting I	5		
ACCT&202	Prin of Accounting II	5		
ACCT210	Payroll	5		
ACCT215	Computer Accounting	5		
BT242	Excel	5		
CL101	Computer Literacy	5		
	BUS130 or MATH&107 or higher	5		If you are pursuing the Bookkeeping Certificate or the Accounting ATA, BUS 130 is an option, but for the BAS in Accounting, MATH& 107 or higher is required.
ENGL&101 *or* ENGL98	English Composition I *or* Intro to College Writing	5		If you are pursuing the Bookkeeping Certificate or the Accounting ATA, ENGL 98 is an option, but for the BAS in Accounting, ENGL& 101 is required.

Total Units Required: 50

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 16 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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BUSINESS AAS-DTA (BUCBUAA), Active Sp 2022

Notes for the Associate in Business DTA

This degree satisfies general undergraduate requirements for acceptance with junior standing at a university school of business. This degree meets statewide guidelines for transfer to the following Washington state colleges and universities subject to additional admission requirements for that specific university:

- Everett Community College (must also complete ACCT 250 in addition to the courses for this degree)
- Central Washington University
- Eastern Washington University
- Gonzaga University
- Heritage University
- Pacific Lutheran University
- Saint Martin's University
- Seattle Pacific University
- Seattle University
- University of Washington
- Walla Walla University
- Washington State University
- Western Washington University
- Whitworth University

Students interested in earning a bachelor's degree in majors such as finance, accounting, business administration, marketing, hospitality management, business entrepreneurship, or management can complete the first half of a university program by completing this degree.

Students must earn a C grade (2.0) or better in all required courses. Courses may be subject to prerequisites.

To earn a degree, the program must be completed with a cumulative GPA of 2.0 (C) or better.

College Success, if required, will count as 2 elective units. Students completing this degree as a Running Start Student or students holding a previously earned 2- or 4-year degree are not required to take COLL 101 and will require 2 additional elective units.

Students should contact the Universities they would like to transfer to have any additional admission requirements identified by that specific institution.

COLLEGE SUCCESS - 2 UNITS TOTAL

A College Success course is mandatory for all new degree-seeking students. The class may be waived due to previous college coursework or the specific course of study. Certain programs are exempt from this requirement; please see the College Success webpage for details.

Course No.	Course Title	Units	Term Completed	Comments
COLL101 *or* STEM101	College Success *or* College Success in STEM	2		

COMMUNICATION SKILLS - 10 UNITS TOTAL

Course No.	Course Title	Units	Term Completed	Comments
ENGL&101	English Composition I	5		(minimum grade 2.0)
ENGL&102	English Composition II	5		(minimum grade 2.0)

QUANTITATIVE SKILLS - 10 UNITS TOTAL

Select courses from the DTA approved Quantitative Skills course list. The institution(s) you are looking to transfer to may require different Quantitative Skills courses. Be sure to verify the requirements of the transfer institution(s).

Course No.	Course Title	Units	Term Completed	Comments
	Quantitative – Select 1	5		MATH 138 or higher required (minimum grade 2.0)
	Quantitative – Select 1	5		MATH& 148 or higher required (minimum grade 2.0)

HUMANITIES - 15 UNITS TOTAL

Select courses from the DTA approved Humanities course list. Courses must be from 2 different disciplines. Not more than 5 Humanities Performance (HP) and/or 5 units of 100-level World Language units may be used to fulfill this requirement. Any additional Humanities units beyond 15 will be counted towards your Electives. **No more than 10 units in any one discipline may be applied to the Humanities, Social Science and Natural Science distribution areas.**

Note: If you have not already completed a Diversity Course, you should select one Humanities course that is a Diversity Course.

Two quarters at EvCC or two years in high school of the same world language is required for admission to all UW campuses.

Course No.	Course Title	Units	Term Completed	Comments
	Humanities – 15 units	5		(minimum grade 1.0) CMST& 220 recommended
		5		
		5		

SOCIAL SCIENCES - 15 UNITS TOTAL

Select courses from the DTA approved Social Sciences course list. Courses taken must be from 2 different disciplines, to include 10 units in Economics. Any additional Social Science units beyond 15 will be counted towards your Electives. **No more than 10 units in any one discipline may be applied to the Humanities, Social Science and Natural Science distribution areas.**

Course No.	Course Title	Units	Term Completed	Comments
ECON&201	Micro Economics	5		(minimum grade 2.0)
ECON&202	Macro Economics	5		(minimum grade 2.0)
	Social Sciences – 5 units	5		(minimum grade 1.0) BUS&101 recommended

NATURAL SCIENCES - 15 UNITS TOTAL

Select courses from the DTA approved Natural Sciences course list. This must include at least 1 Lab Science course and 5 units in Statistics. Courses taken must be from 2 different disciplines. Any additional Natural Science units beyond 15 will be counted towards your Electives. The institution(s) you are looking to transfer to may require different Natural Science courses. Be sure to verify the requirements of the transfer institution(s).

Course No.	Course Title	Units	Term Completed	Comments
MATH&146	Intro to Statistics	5		(minimum grade 2.0)
	Lab Science – 5 units	5		(minimum grade 1.0)
	Natural Sciences – 5 units	5		(minimum grade 1.0)

REQUIRED BUSINESS-SPECIFIC ELECTIVES - 20 UNITS TOTAL

Course No.	Course Title	Units	Term Completed	Comments
ACCT&201	Prin of Accounting I	5		(minimum grade 2.0)
ACCT&202	Prin of Accounting II	5		(minimum grade 2.0)
ACCT&203	Prin of Accounting III	5		(minimum grade 2.0)
BUS&201	Business Law	5		(minimum grade 2.0)

ELECTIVES - 3 UNITS TOTAL

You must complete 3 units total. If College Success is not required, this will increase to 5.

Course No.	Course Title	Units	Term Completed	Comments
	Courses numbered 100 or higher	3		(minimum grade 1.0)

Total Units Required: 90

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- Describe the multiple contexts of business—social, cultural, economic and legal—within a sustainable domestic and global environment.
- Evaluate and process quantitative and symbolic data.
- Define how elements of the legal environment impact business.
- Demonstrate the ability to effectively plan and to communicate orally and in writing.
- Apply appropriate technology and frameworks to input, manage, and interpret business information.
- Record transactions and prepare financial statements for a business entity.

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in the EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Business Administration ATA (BAMBAAPT) Active Sp 2024

Students must earn a C grade (2.0) or better in all courses except Electives, where a 1.0 (D) or higher is required.

COLLEGE SUCCESS - 2 Units

A College Success course is mandatory for all new degree-seeking students. The class may be waived due to previous college coursework or the specific course of study. Certain programs are exempt from this requirement; please see the College Success webpage for details.

Course No.	Course Title	Units	Term Completed	Comments/Substitution
COLL101 *or* STEM101	College Success *or* College Success in STEM	2		

Business Administration Certificate Requirements – 40 Units

Course No.	Course Title	Units	Term Completed	Comments
BUS&101	Intro to Business	5		
BUS110	Business Communications (D)	5		
BUS150	Prin of Marketing	5		
BUS200	Prin of Management	5		
ACCT110 *or* ACCT&201	Small Bus Accounting *or* Prin of Accounting I	5		
CL101	Computer Literacy	5		
BUS165	Service Essentials	5		
BT242	Excel	5		

Core Degree Requirements – 28 Units

Course No.	Course Title	Units	Term Completed	Comments
BUS130	Business Computations	5		
BUS&201	Business Law	5		
ECON&201 *or* ECON&202 *or* ECON101	Micro Economics *or* Macro Economics *or* Understanding Economics (D)	5		
ENGL&101 *or* ENGL98	English Composition I *or* Intro to College Writing	5		
BUS135	Introduction to Data Analysis	3		
BUS261	Integrated Business Projects	5		

Program Electives – 20 Units

Choose your electives based on your area of interest.

- **General Business:** BUS 104, BUS 105, BUS 295, BUS 131, BUS 230
- **Accounting:** ACCT 112, ACCT 113, ACCT 210, ACCT 215, ACCT& 201, ACCT& 202, ACCT& 203
- **Business Technology:** BT 243, BT 219, CL 110
- **Communications:** CMST& 220 or CMST& 230
- **Economics:** ECON& 201, ECON& 202
- **Information Technology:** IT 101

Course No.	Course Title	Units	Term Completed	Comments

Total Units Required: 90

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- Describe the multiple contexts of business—social, cultural, economic and legal—within a sustainable domestic and global environment.
- Evaluate and process quantitative and symbolic data.
- Define how elements of the legal environment impact business.
- Demonstrate the ability to effectively plan and to communicate orally and in writing.
- Apply appropriate technology and frameworks to input, manage, and interpret business information.
- Record transactions and prepare financial statements for a business entity.

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Business Administration Certificate (BAMBAC20), Active F 2023

Students must earn a C grade (2.0) or better in all courses.

Certificate Requirements

Course No.	Course Title	Units	Term Completed	Comments
BUS&101	Intro to Business	5		
BUS110	Business Communications (D)	5		
BUS150	Prin of Marketing	5		
BUS200	Prin of Management	5		
ACCT110 *or* ACCT&201	Small Bus Accounting *or* Prin of Accounting I	5		
CL101	Computer Literacy	5		
BUS165	Serv.Essentials Business	5		
BT242	Excel	5		

Total Units Required: 40

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 13 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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BUSINESS TECHNOLOGY ATA (AASBTAPT) Active Sp 2024

Notes for the Business Technology ATA

The Business Technology ATA degree is designed to build off the following certificate(s) and will include the certificate requirements, as well as additional degree requirements.

- Business Technology Certificate (OOCOAC20)

or

- Medical Front Office Certificate (MEPMRC20)
- Medical Office Administration (MOMMAC45)

You have the option of focusing on Business Administration or Medical Office Administration.

Students must earn a C grade (2.0) or better in all courses except Electives, which require a D grade (1.0) or better.

College Success - 2 Units Total

A College Success course is mandatory for all new degree-seeking students. The class may be waived due to previous college coursework or the specific course of study. Certain programs are exempt from this requirement; please see the College Success webpage for details.

Course No.	Course Title	Units	Term Completed	Comments
COLL101 *or* STEM101	College Success *or* College Success in STEM	2		(minimum grade 1.0)

Subtotal: 2 units

General Education Requirements – 10 Units Total

Course No.	Course Title	Units	Term Completed	Comments
BUS130	Business Computations	5		
ENGL&101 *or* ENGL98	English Composition I *or* Intro to College Writing	5		

Subtotal: 10 units

Common Core Requirements – 46 Units Total

Course No.	Course Title	Units	Term Completed	Comments
CL101	Computer Literacy	5		
BT105	Keyboard-Speed/Accuracy	3		
BUS104	Business English	5		
BUS165	Serv.Essentials Business	5		

Course No.	Course Title	Units	Term Completed	Comments
BT219	Intro to MS Word	5		
CL110	Managing Internet Commun	5		
BT242	Excel	5		
BUS110	Business Communications (D)	5		
BUS261	Integrated Business Projects	5		
BUS135	Introduction to Data Analysis	3		

Subtotal: 46 units

Focus Options – 30 Units Total

Medical Office Administration Focus: MC/HCM120, HCM180, HCM181, HCM182, HCM187, and HCM128

Business Administration Focus: BUS&101, BUS150, BUS200, BUS&201, ACCT110, and ECON101

Course No.	Course Title	Units	Term Completed	Comments
	30 Units of Medical Office Administration Focus Courses *or* 30 Units of Business Administration Focus Courses	5		
		5		
		5		
		5		
		5		
		5		

Subtotal: 30 units

Degree Requirements: Electives – 2 Units

MEDICAL: MC/HCM 103, MC/HCM 137, MC/HCM 143, HCM 206, HCM 207, or HCM 208

ACCOUNTING: ACCT 110, ACCT 112, ACCT 210, or ACCT 215.

BUSINESS / GENERAL: BT 100, BUS 230, BT 243, CL 102, CL 103, CL 104, CL 105, CL 106, CL 107, or BUS 295

Course No.	Course Title	Units	Term Completed	Comments
	Complete 2 additional units			(minimum grade 1.0)

Subtotal: 2 units

Total Units Required: 90

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted toward the appropriate distribution area (i.e., Humanities, Social Science).

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 minimum

PROGRAM LEARNING OUTCOMES

- Anticipate and actively explore innovative solutions to technological and organizational challenges.
- Demonstrate critical thinking, analytical, and quantitative skills in making decisions and completing tasks and projects both independently and as a dependable team member.
- Demonstrate effective verbal and written communication using the principles of clear thinking, awareness of audience, appropriate conventions of format, structure, and language.
- Work ethically, integrating law, company rules and policies, and individual decision-making to foster personal growth and better appreciate the diverse world in which we live.
- Use computers to input, manage, and interpret information and to solve business problems in a variety of situations.
- Demonstrate safe work habits that reflect concern and care for self and an understanding of social, economic, and environmental systems in the context of sustainability.
- Develop the skills and experience necessary to secure employment, including development of documents and skills necessary for job search.

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Business Technology Certificate (OOCOAC20) Active F 2023

Notes for the Business Technology Certificate:

This certificate is included in the BUSINESS TECHNOLOGY ATA (AASBTAPT) degree. With completion of this certificate, you will earn 41 units out of the 90 required for the degree.

Students must earn a C grade (2.0) or higher in all courses.

Course Requirements

Course No.	Course Title	Units	Term Completed	Comments
CL101	Computer Literacy	5		
BT105	Keyboard-Speed/Accuracy	3		
BUS104	Business English	5		
BUS165	Serv.Essentials Business	5		
BT219	Intro to MS Word	5		
CL110	Managing Internet Commun	5		
BT242	Excel	5		
BUS110	Business Communications (D)	5		
BUS135	Introduction to Data Analysis	3		

Total Units Required: 41

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 13 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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CHEMISTRY AS-T (LRST1AS AST1-CHEM) Active: W 2023

Notes for the Associate in Science-Transfer to Biological, Environ/Resource, CHEMISTRY, Geology and Earth Sciences

- Though courses in a foreign language are not required in the Associate of Science degree, some universities may require two or three quarters of foreign language for admission or for graduation.
- Completion of required and recommended courses will result in more than 90 units being earned for the degree. The advantage is that the completion of these courses will enable you to progress more efficiently in your major at a university. Alternatively, some of the more advanced courses may be done at the university instead. Please consult with an advisor to decide the best option for you between the Biology AS-T and the AAS-DTA with an Interest in Biology.
- Prerequisites will require extra units, and all will require a minimum grade of 2.0 (C) or higher.
- Students who initially place in a high-level math course do not need to take math courses below that level.

Potential Prerequisites

- Prior to starting some of the following courses, students will need to complete ENGL 98 or place into or have taken ENGL& 101.
- Prior to starting some of the following courses, students will need to complete the Math prerequisite sequence (MATH 76, MATH 86, MATH 96, MATH& 141, MATH& 142) or place into or have taken MATH& 151 or higher.
- Prior to CHEM& 161, complete CHEM& 140 or place into CHEM& 161 or higher.
- BIOL& 221 may be taken after or concurrently with CHEM& 161; High school biology or BIOL& 100 is also required.
- BIOL& 222 and 223 must be taken after CHEM& 161 and sequentially after BIOL& 221.
- CHEM& 261, 262, 263 is offered in a sequence of Fall, Winter, Spring only; students must start in the Fall.

College Success - 2 units required

A College Success course is mandatory for all new degree-seeking students. The class may be waived due to previous college coursework or the specific course of study. Certain programs are exempt from this requirement; please see the College Success webpage for details.

Course No.	Course Title	Units	Term Completed	Comments
COLL101 *or* STEM101	College Success *or* College Success in STEM	2		STEM 101 strongly recommended.

Communication Skills - 5 units required

Course No.	Course Title	Units	Term Completed	Comments
ENGL&101	English Composition I	5		

Mathematics Courses - 15 units required

Course No.	Course Title	Units	Term Completed	Comments
MATH&151	Calculus I	5		
MATH&152	Calculus II	5		
MATH&163	Calculus 3	5		

Humanities and Social Science Courses - 15 units required

ART 110, ART H 124, BUS& 101, CMST& 210, CMST& 220, PHIL& 114, and PSYC& 100 are recommended

Course No.	Course Title	Units	Term Completed	Comments
	Humanities - select 1 course	5		
	Social Science - select 1 course	5		
	Humanities/Social Science - select 1 course	5		

Natural Science courses - 51 units minimum required

Course No.	Course Title	Units	Term Completed	Comments
CHEM&161	General Chem w/Lab I	5.50		
CHEM&162	General Chem w/Lab II	5.50		
CHEM&163	General Chem w/lab III	5.50		
CHEM&261	Organic Chem w/Lab I	6		
CHEM&262	Organic Chem w/Lab II	6		
CHEM&263	Organic Chem w/Lab III	6		
PHYS&231 *and* PHYS&241 *or* BIOL&221	Engineering Phys I Lab *and* Engineering Physics I *or* Majors Ecology/Evolution	1.50 4 6		
PHYS&232 *and* PHYS&242 *or* BIOL&222	Engineering Phys II Lab *and* Engineering Physics II *or* Majors Cell/Molecular	1.50 4 6		
PHYS&233 *and* PHYS&243 *or* BIOL&223	Engineering Phys II Lab *and* Engineering Physics II *or* Majors Organismal Phys	1.50 4 6		

Elective Courses – 5 units required

Course No.	Course Title	Units	Term Completed	Comments
	Elective - select 1 course	5		MATH & 264 is recommended

Total Units Required: 93 minimum

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- Apply quantitative analysis to solve problems: students will utilize quantitative and graphical analyses to describe biological processes and solve problems posed in assignments.
- Apply the Scientific Method: in reports and presentations, students will demonstrate application of the scientific method in order to explain biological processes encountered in classroom, laboratory and field projects.
- Critically evaluate the science-related content in reports, popular media and public policy: students will read assigned articles, books and online resources, and evaluate these sources in the context of the life sciences topics presented in class.
- Effectively communicate scientific processes: students will use the results obtained from experiments, demonstrations, discussions and field work to produce written reports and oral presentations.

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the residency units.

Required Residency Units: 30 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in the EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Computer Support Specialist Certificate (CSSCUC20) Active F 2023

Course Requirements - Complete the following with a C or better

Course No.	Course Title	Units	Term Completed	Comments
STEM103	Introductory Scripting using Python	3-5		
IT111	Networking 1	5		
IT161	Computing Hardware/Tech	5		
IT162	Computing & Troubleshoot	5		
IT180	Information Security	5		

Total Units Required: 23

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 8 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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COSMETOLOGY ATA (CSMCOAPT) Active: Su 2023

A grade of C (2.0) or higher is required in all courses.

Note: In order to work as a Cosmetologist or Hair Designer, students must possess a Washington state Cosmetology or Hair Design license This license is granted to students who complete the program, acquire 1730 cosmetology hours or 1500 hair design hours and pass the Washington State Licensure exam for Cosmetology or Hair Design.

Cosmetology Certificate Requirements (the base of the ATA)

In your starting quarter, take COSMT 211 and one of COSMT 110, COSMT 111, or COSMT 112. Also take one of COSMT102, HDEV155, or MATH60. The others will be taken in subsequent quarters. If you are attending part-time, work with your advisor.

Course No.	Course Title	Units	Term Completed	Comments
COSMT211	Cosmetology Basic Skills and Salon Practice	20		Offered in Fall, Winter, and Spring quarters
COSMT110	Trichology, Dermatology and Onychology	5		Offered on a rotating basis
COSMT111	Salon Management	5		Offered on a rotating basis
COSMT112	Salon Safety/Chem/Elec	5		Offered on a rotating basis
COSMT102	Salon Communications	3		Only offered Winter quarter
HDEV155	Human Relations in the Workplace	3		Offered all quarters
MATH60	Prof/Tech Math - Cosmt	3		Only offered Spring quarter

As you continue, take the following courses, as well as ones mentioned above that have not yet been taken.

Course No.	Course Title	Units	Term Completed	Comments
COSMT212	Advanced Color Lab	3		Only offered Spring quarter
COSMT213	Men's Haircutting Design	3		Only offered Winter quarter
COSMT214	Advanced Haircutting	3		Only offered Fall quarter
COSMT215	Textured Hair Services Lab	3		Only offered Summer quarter

As you are taking COSMT 212, COSMT 213, COSMT 214, and COSMT 215, also take COSMT 216, COSMT 217, COSMT 218, and COSMT 219.

Course No.	Course Title	Units	Term Completed	Comments
COSMT216	Cosmetology Lab & Shop Practice VI	8 to 20		
COSMT217	Cosmetology Lab & Shop Practice VII	8 to 20		
COSMT218	Cosmetology Lab & Shop Practice VIII	8 to 20		
COSMT219	Cosmetology Lab & Shop Practice IX	8 to 20		

COSMT 120 is designed for fifth quarter students preparing for the Washington State Written Licensure Exam. It provides theoretical review of facts from previous Cosmetology courses in preparation for in-house computerized exams before applying for WA State Board examination.

Course No.	Course Title	Units	Term Completed	Comments
COSMT120	Cosmetology Compendium	3		Only offered Fall quarter, the concluding course of the program.

Cosmetology ATA Requirements

Course No.	Course Title	Units	Term Completed	Comments
BUS110	Business Communications (D)	5		
BUS130	Business Computations	5		
CMST&210	Interpersonal Comm	5		

Total Units Required: 106 to 154

Diversity Course Requirement

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

BUS110: Business Communications (Diversity)

PROGRAM LEARNING OUTCOMES

- Perform hair care services for all types of hair including hair analysis, hair cutting, hairstyling, hair coloring and lightening, permanent waving and chemical relaxing.
- Perform natural nail services including manicuring and pedicuring.
- Perform basic skin care services including skin analysis, facials, makeup application and superfluous hair removal.
- Demonstrate customer service skills, self-growth and personal development.
- Perform salon business such as front desk operations, dispensary inventory and loss prevention, resume building and interviewing skills, self marketing and the basic knowledge of starting one's own salon business.
- To have the knowledge of decontamination control, public hygiene and special sanitation procedures used for the protection of the client and the operator.
- Possess the necessary skills to pass the Washington State licensure written and practical exams required for a professional license to work in the Cosmetology industry.

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 30 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in the EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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COSMETOLOGY Certificate (CSMCOC45) Active: Su 2023

A grade of C (2.0) or higher is required in all courses.

Note: In order to work as a Cosmetologist or Hair Designer, students must possess a Washington state Cosmetology or Hair Design license This license is granted to students who complete the program, acquire 1730 cosmetology hours or 1500 hair design hours and pass the Washington State Licensure exam for Cosmetology or Hair Design.

Cosmetology Certificate Requirements

In your starting quarter, take COSMT 211 and one of COSMT 110, COSMT 111, or COSMT 112. Also take one of COSMT102, HDEV155, or MATH60. The others will be taken in subsequent quarters. If you are attending part-time, work with your advisor.

Course No.	Course Title	Units	Term Completed	Comments
COSMT211	Cosmetology Basic Skills and Salon Practice	20		Offered in Fall, Winter, and Spring quarters.

COSMT110	Trichology, Dermatology and Onychology	5		Offered on a rotating basis
COSMT111	Salon Management	5		Offered on a rotating basis
COSMT112	Salon Safety/Chem/Elec	5		Offered on a rotating basis

COSMT102	Salon Communications	3		Only offered Winter quarter
HDEV155	Human Relations in the Workplace	3		Offered all quarters but is usually taken Fall quarter.
MATH60	Prof/Tech Math - Cosmt	3		Only offered Spring quarter

As you continue, take the following courses, as well as ones mentioned above that have not yet been taken.

Course No.	Course Title	Units	Term Completed	Comments
COSMT212	Advanced Color Lab	3		Only offered Spring quarter
COSMT213	Men's Haircutting Design	3		Only offered Winter quarter
COSMT214	Advanced Haircutting	3		Only offered Fall quarter
COSMT215	Textured Hair Servs	3		Only offered Summer quarter

As you are taking COSMT 212, COSMT 213, COSMT 214, and COSMT 215, also take COSMT 216, COSMT 217, COSMT 218, and COSMT 219.

Course No.	Course Title	Units	Term Completed	Comments
COSMT216	Cosmetology Practice VI	8 to 20		
COSMT217	Cosmetology Practice VII	8 to 20		
COSMT218	Cosmetology Practice VIII	8 to 20		

Course No.	Course Title	Units	Term Completed	Comments
COSMT219	Cosmetology Practice IX	8 to 20		

COSMT 120 is Designed for fifth quarter students preparing for the Washington State Written Licensure Exam. It provides theoretical review of facts from previous Cosmetology courses in preparation for in-house computerized exams before applying for WA State Board examination.

Course No.	Course Title	Units	Term Completed	Comments
COSMT120	Cosmetology Compendium	3		Only offered Fall quarter, the concluding course of the program.

Total Units Required: 91 to 139 units

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 30 units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 30 minimum

ADDITIONAL GRADUATION REQUIREMENTS

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CRIMINAL JUSTICE AAS-T (CJPCJAAS) Active: Sp 2022

COLLEGE SUCCESS - 2 UNITS TOTAL

A College Success course is mandatory for all new degree-seeking students. The class may be waived due to previous college coursework or the specific course of study. Certain programs are exempt from this requirement; please see the College Success webpage for details.

Course No.	Course Title	Units	Term Completed	Comments
COLL101 *or* STEM101	College Success *or* College Success in STEM	2		

REQUIRED GENERAL EDUCATION COURSES – 20 units

Course No.	Course Title	Units	Term Completed	Comments
ENGL&101	English Composition	5		
CMST&240	Intercultural Comm	5		
	Mathematics	5		MATH&107 (or higher) recommended
	Natural Science with Lab	5		

REQUIRED CORE COURSES - 50 UNITS

Course No.	Course Title	Units	Term Completed	Comments
CJ&101	Intro Criminal Justice	5		
CJ103	Criminal Investigation	5		
CJ&110	Criminal Law	5		
CJ114	Intro to Crisis Intervn	5		
IT203	Info and Cyber Warfare (formerly CJ 203)	5		
CJ204	Intelligence Gathering	5		
CJ205	Cybercriminals	5		
CJ224	Professional Comm Skills	5		
CJ&240	Intro to Forensic Sci	5		
CJ243	Ethical Dilemmas	5		

PROGRAM ELECTIVES - 20 UNITS

Course No.	Course Title	Units	Term Completed	Comments
	Electives: Complete 20 units			From: PSYC&100, PSYC&220, CJ&105, CJ&112, CJ102, CJ235, CJ251, CJ234, CJ175, CJ232, CJ236, CJ242, CJ250, CJ252, CJ241, IT145, CJ115, and no more than one PEHW course
				Other courses with CJ designation may be approved by a program advisor. There is a limit of one PEHW course.

Total Units Required: 90

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- Apply knowledge and verbal skills to effectively communicate with criminal suspects, victims, witnesses, persons in crisis and others in need.
- Identify constitutional freedoms and rights, and how an ethical criminal justice system and participatory citizenship protect those freedoms and rights.
- Analyze a criminal case to determine its appropriate processing, given an understanding of the jurisdiction and functions of police, courts and corrections as components of an interdependent criminal justice system.
- Secure and process a crime scene, employing proper techniques of evidence gathering, searching, sketching and on-scene interviewing.
- Analyze cyber criminology and the legal practices, practical digital investigative knowledge, and policies related to cyber-criminal investigations.
- Analyze criminal statutes to determine the statutes' elements, constitutionality and proper application.
- Produce written incident and investigative reports that are useful and professional in terms of accuracy, completeness, spelling and grammar.

EvCC RESIDENCY UNITS REQUIREMENT

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Required Residency Units - 30 minimum

ADDITIONAL GRADUATION REQUIREMENTS

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Cybercrime Investigation Certificate (CFCCCC20)

Grade Requirements

- A grade of C or higher is required in all courses.

Course Requirements - Complete the following with a C or better

Course No.	Course Title	Units	Term Completed	Comments
IT145	Digital Forensics	5		
IT203	Info and Cyber Warfare	5		
CJ204	Intelligence Gathering	5		
CJ205	Cybercriminals	5		

Total Units Required: 20

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 7 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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EVERETT COMMUNITY COLLEGE
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Cybersecurity Analyst Certificate (CFCCAC01)

Course Requirements - Complete the following with a C or better

Course No.	Course Title	Units	Term Completed	Comments
IT145	Digital Forensics	5		
IT245	Network Defense	5		
IT280	Ethical Hacking	5		

Total Units Required: 15

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 5 minimum

ADDITIONAL GRADUATION REQUIREMENTS

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EVERETT COMMUNITY COLLEGE
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Early Childhood Education ATA (ECEECAPT) Active: F 2018

COLLEGE SUCCESS - 2 UNITS TOTAL

A College Success course is mandatory for all new degree-seeking students. The class may be waived due to previous college coursework or the specific course of study. Certain programs are exempt from this requirement; please see the College Success webpage for details.

Course No.	Course Title	Units	Term Completed	Comments/Substitution
COLL101 *or* STEM 101	College Success *or* College Success in STEM	2		

GENERAL EDUCATION - 15 UNITS TOTAL

Course No.	Course Title	Units	Term Completed	Comments/Substitution
ENGL&101	English Composition I	5		
	Quantitative Skills	5		MATH& 107 recommended
CMST&210	Interpersonal Comm	5		

REQUIRED ECE COURSES - 59 UNITS TOTAL

Course No.	Course Title	Units	Term Completed	Comments/Substitution
ECED&105	Introduction to ECE (minimum grade 2.0)	5		
ECED&107	Health/Nutrition/Safety (minimum grade 2.0)	5		
ECED&120	Practicum--Relationships (minimum grade 2.0)	2		
EDUC&115	Child Development	5		
EDUC&130	Guiding Behavior (minimum grade 2.0)	3		
EDUC&150	Child/Family/Community (minimum grade 2.0)	3		
ECED&160	Curriculum Development (minimum grade 2.0)	5		
ECED&170	Environments-Young Child (minimum grade 2.0)	3		
ECED&180	Language/Literacy Devel (minimum grade 2.0)	3		
ECED&190	Observation & Assessment (minimum grade 2.0)	3		
ECE132	Practicum Lab II (minimum grade 2.0)	4		

Course No.	Course Title	Units	Term Completed	Comments/Substitution
ECE135	Family Dynamics (minimum grade 2.0)	3		
ECE215	Art/Storytelling ECE/Ed (minimum grade 2.0)	5		
ECE207	App Math/Sci in ECE Lab (minimum grade 2.0)	5		
ECE233	Early Ch Practicum III (minimum grade 2.0)	2		
EDUC&203	Exceptional Child (minimum grade 2.0)	3		

GENERAL REQUIRED - 10 UNITS TOTAL

Course No.	Course Title	Units	Term Completed	Comments/Substitution
PSYC&100	General Psychology	5		
	Natural Science - select 1			BIOL 107, ENVS& 100, GEOL 107, NATS 107, or NUTR& 101 are strongly recommended.

ELECTIVES - 4 UNITS TOTAL

Course No.	Course Title	Units	Term Completed	Comments/Substitution
	Complete 4 additional units			ECE239, ECED&132, ECED&134, ECED&139, EDUC&136, ENGL183, ENGL183, and SOC220 recommended

Total Units Required: 90

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- **Subject Matter Knowledge:** Students will gain sound knowledge of the central concepts, foundational theories and intellectual frameworks of education and teaching—approaches to guidance and discipline, constructivist learning principles, the role of family and communities—and develop the capability to relate each area of knowledge to another.
- **Professional and Personal Attitudes:** Students will be introduced to a variety of educational philosophies, attitudes and approaches in order to understand issues of professional teaching standards—what it means to be a competent and ethical teacher in a democratic society—and to develop a personal and lifelong commitment to knowledge, to the continuing pursuit of questions, and to a willingness to take risks.
- **Instructional Strategies and Skills**: Students will understand curriculum as a process—including learning goals and objectives, sequences of content, multiple instructional strategies and formal and informal assessment—through classroom observations and the development of instructional lessons that address individual learner needs and styles.
- **Human Development and Learning**: Students will be introduced to a variety of perspectives on human development and learning that support the diverse cognitive, psychological, and social needs of learners; and will understand the role of positive learning environments and effective relationships with learners.

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in the EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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EVERETT COMMUNITY COLLEGE
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Early Childhood Education State Certificate (ECEECC45)

General Education Requirements

Course No.	Course Title	Units	Term Completed	Comments
ENGL&101	English Composition I	5		
	MATH&107 or higher	5		

Subtotal: 10 units

Required ECE Courses - Complete the following with a C or better.

Course No.	Course Title	Units	Term Completed	Comments
ECED&105	Introduction to ECE	5		
ECED&107	Health/Nutrition/Safety	5		
ECED&120	Practicum--Relationships	2		
EDUC&115	Child Development	5		
ECED&132 *or* ECED&134 *or* ECED&139 *or* EDUC&130 *or* EDUC&136	Infants & Toddlers Care *or* Family Childcare Mgmt *or* Admin of Early Learning *or* Guiding Behavior *or* School Age Care	3		
EDUC&150	Child/Family/Community	3		
ECED&160	Curriculum Development	5		
ECED&180	Language/Literacy Devel	3		
ECED&190	Observation & Assessment	3		
ECED&170 *or* EDUC&130	Environments-Young Child *or* Guiding Behavior	3		

Subtotal: 37 units

Total Units Required: 47

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 16 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least

2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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EVERETT COMMUNITY COLLEGE
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Early Childhood Education State Initial Certificate (ECEECC01)

Course Requirements - Complete the following with a C or better

Course No.	Course Title	Units	Term Completed	Comments
ECED&105	Introduction to ECE	5		
ECED&107	Health/Nutrition/Safety	5		
ECED&120	Practicum--Relationships	2		

Total Units Required: 12

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 4 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Early Childhood Education State Short: Administration Certificate (ECEADC20)

Course Requirements - Complete the following with a C or better

Course No.	Course Title	Units	Term Completed	Comments/Substitution
ECED&105	Introduction to ECE	5		
ECED&107	Health/Nutrition/Safety	5		
ECED&120	Practicum--Relationships	2		
EDUC&115	Child Development	5		
ECED&139	Admin of Early Learning	3		

Total Units Required: 20

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 7 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Early Childhood Education State Short: Family Childcare Certificate (ECEFCC20)

Course Requirements - Complete the following with a C or better

Course No.	Course Title	Units	Term Completed	Comments
ECED&105	Introduction to ECE	5		
ECED&107	Health/Nutrition/Safety	5		
ECED&120	Practicum--Relationships	2		
EDUC&115	Child Development	5		
ECED&134	Family Childcare Mgmt	3		

Total Units Required: 20

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 7 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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EVERETT COMMUNITY COLLEGE
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Early Childhood Education State Short: General Certificate (ECEGEC20)

Course Requirements - Complete the following with a C or better

Course No.	Course Title	Units	Term Completed	Comments
ECED&105	Introduction to ECE	5		
ECED&107	Health/Nutrition/Safety	5		
ECED&120	Practicum--Relationships	2		
EDUC&115	Child Development	5		
EDUC&130	Guiding Behavior	3		

Total Units Required: 20

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 7 minimum

ADDITIONAL GRADUATION REQUIREMENTS

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Early Childhood Education State Short: Infants and Toddlers Certificate (ECEITC20)

Course Requirements - Complete the following with a C or better

Course No.	Course Title	Units	Term Completed	Comments
ECED&105	Introduction to ECE	5		
ECED&107	Health/Nutrition/Safety	5		
ECED&120	Practicum--Relationships	2		
EDUC&115	Child Development	5		
ECED&132	Infants & Toddlers Care	3		

Total Units Required: 20

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 7 minimum

ADDITIONAL GRADUATION REQUIREMENTS

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Early Childhood Education State Short: School Age Care Certificate (ECESAC20)

Course Requirements - Complete the following with a C or better

Course No.	Course Title	Units	Term Completed	Comments
ECED&105	Introduction to ECE	5		
ECED&107	Health/Nutrition/Safety	5		
ECED&120	Practicum--Relationships	2		
EDUC&115	Child Development	5		
EDUC&136	School Age Care	3		

Total Units Required: 20

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 7 minimum

ADDITIONAL GRADUATION REQUIREMENTS

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EVERETT COMMUNITY COLLEGE
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Electronics Certificate (AMTAEC01) Active: SP 2023

STUDENTS MUST BE ENROLLED FULL-TIME.

The courses cannot be taken individually.

All courses must be completed with a C or better.

Note: In order to work in an FAA-authorized repair station as an avionics technician, students must possess either a National Center for Aerospace & Transportation Technologies (NCATT) Aircraft Electronics Technician (AET) certificate, or a Federal Communications Commission (FCC) General Radiotelephone Operator License (GROL). Both the certificate and license are granted to students who complete the two-quarter Avionics program and pass the exams.

Course Requirements

Course No.	Course Title	Units	Term Completed	Comments
AVIO101	Electrical Fundamentals	8		
AVIO102	Electronic Fundamentals	8		

Total Units Required: 16

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 5 minimum

ADDITIONAL GRADUATION REQUIREMENTS

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Emergency Medical Technician Certificate (EMPEMC01)

Course Requirement - Complete the following with a C or better

Course No.	Course Title	Units	Term Completed	Comments
EMS151	Emergency Medical Technician Training	13		

Total Units Required: 13

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

ADDITIONAL GRADUATION REQUIREMENTS

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EVERETT COMMUNITY COLLEGE
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Associate in Science-Transfer Civil and Mechanical Engineering Track 2/MRP (MEEMCAS) Active: Summer 2024

Notes for the AS-T Civil and Mechanical Engineering Track 2/MRP:

Minimum of 110.5 units with possible additional prerequisites (see list below).

- This degree plan is for transfer students with an interest in **mechanical, civil & environmental, aeronautics & astronautics**, or **industrial engineering** majors at universities in Washington state including the University of Washington or Washington State University.
- Be sure to verify current admission requirements with your target institution.

Prerequisites:

- Complete CHEM& 140 or place into CHEM& 161
- Complete ENGL 98 or place into ENGL& 101
- Complete ENGR 111 or STEM 102 and MATH& 142 before ENGR 121
- Complete ENGR 121 and PHYS& 241/231 before ENGR& 214
- Complete MATH& 144 or MATH&142 or place into MATH& 151
- Complete PHYS& 114 or place into PHYS& 241
- Complete MFGT 103 before PHYS& 233

College Success Course - 2 units total

A College Success course is mandatory for all new degree-seeking students. The class may be waived due to previous college coursework or the specific course of study. Certain programs are exempt from this requirement; please see the College Success webpage for details.

Course No.	Course Title	Units	Term Completed	Comments
STEM101 *or* COLL101	College Success in STEM *or* College Success *or*	2		STEM 101 is strongly recommended.

Communication Skills - 5 units required

Course No.	Course Title	Units	Term Completed	Comments
ENGL&101	English Composition I	5		

Humanities and Social Science Courses - 15 units required in two different disciplines

You must take 15 units total in at least two different disciplines. One must be selected from Humanities and another from Social Sciences. The third course may be from Humanities or Social Science. At least one course from the three should be a diversity course designated by the diversity attribute (note ENGL& 101 - Diversity may also be used to fulfill the diversity requirement). Students interested in transferring to WSU should choose a diversity course that also meets WSU diversity requirements.

Course No.	Course Title	Units	Term Completed	Comments
	Humanities - select 1 course	5		ART 110, ART 111, CMST& 210, or CMST& 220 are recommended.
BUS101 *or* ECON&201 *or* ECON&202	Intro to Business *or* Micro Economics *or* Macro Economics	5		The WSU Electrical Engineering Program requires ECON& 201 or ECON& 202. The WSU Mechanical Engineering program requires ECON& 202.
	Humanities/Social Science - select 1 course	5		A World Language is recommended.

Mathematics Courses - 25 units required

Course No.	Course Title	Units	Term Completed	Comments
MATH&151	Calculus I	5		
MATH&152	Calculus II	5		
MATH&163	Calculus 3	5		
MATH260	Linear Algebra	5		
MATH261	Differential Equations	5		

Science and Engineering Courses – 47.5 units required

Course No.	Course Title	Units	Term Completed	Comments
CHEM&161	General Chem w/Lab I	5.5		
CHEM&162	General Chem w/Lab II	5.5		
ENGR111 *or* STEM102	Intro Engr I: Model/Analysis *or* Equity in STEM through Community-Centered Experiences	5		ENGR 111 or STEM 102 may be waived, at the Engineering faculty's discretion, for students transferring to EvCC with advanced standing in engineering.
ENGR&214	Statics	5		
ENGR&225	Mechanics of Materials	5		ENGR&225 is recommended before ENGR&215
ENGR&215	Dynamics	5		
PHYS&241	Engineering Physics I	4		Must be taken with PHYS&231.
PHYS&231	Engineering Phys I Lab	1.5		Must be taken with PHYS&241.
PHYS&242	Engineering Physics II	4		Must be taken with PHYS&232.

Course No.	Course Title	Units	Term Completed	Comments
PHYS&232	Engineering Phys II Lab	1.5		Must be taken with PHYS&242.
PHYS&243	Engineering Physics III	4		Must be taken with PHYS&233.
PHYS&233	Engineering Phys III Lab	1.5		Must be taken with PHYS&243.

Specialization Courses:

Select courses as appropriate for the intended major and transfer institution.

A minimum of 4 courses and 16 units is required; different specializations and/or transfer universities may require more.

MECHANICAL

- University of Washington (B = Bothell only):
  ENGL& 235(B), ENGR& 114, ENGR 121, ENGR 240, MATH& 264, ENGR 201*, ENGR& 204*
- Washington State University: ENGL& 235, ENGR& 114, ENGR 121, ENGR 240, MATH& 264, ENGR 201*, ENGR& 204*, ENGR 216*, ENGR 220*, ENGR& 224*

CIVIL & ENVIRONMENTAL

- University of Washington-Seattle:
  ENGR& 114, ENGR 201, ENGR& 204 or ENGR& 224; ENGR 121, ENGR 240
- Washington State University: ENGL& 235; ENGR& 204 or ENGR& 224; ENGR 220; ENGR 240; MATH& 264

AERONAUTICS & ASTRONAUTICS

- University of Washington-Seattle:
  ENGR 121, ENGR& 224, ENGR 240, MATH& 264
- Washington State University: N/A

INDUSTRIAL

- University of Washington: CS& 131, ENGR 121, ENGR& 204, MATH& 264
- Washington State University: N/A

** Course required for BS degree, but typically taken in junior year and not required to transfer with junior standing. Completion at EvCC recommended if there is space in your schedule for improved junior year preparation.*

Specialization Courses – 16 units required

Course No.	Course Title	Units	Term Completed	Comments

Total Units Required: 110.5

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- Demonstrate analytical problem solving skills.
- Apply scientific processes.
- Collaborate effectively.
- Communication technical information.
- Apply engineering design processes.

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 units

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in the EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

NON-DISCRIMINATION STATEMENT

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Associate in Science-Transfer Computer and Electrical Engineering Track 2/MRP (EECCEAS) Active: Summer 2024

Notes for the ENGINEERING AS-T, Computer and Electrical Engineering:

Minimum of 105 units with possible additional prerequisites (see list below).

- This degree plan is for transfer students with an interest in **computer engineering, electrical engineering,** or **electrical and computer engineering** majors at Universities in Washington state including the University of Washington or Washington State University.
- Be sure to verify current admission requirements with your target institution.

Prerequisites:

- Complete CHEM& 140 or place into CHEM& 161
- Complete ENGL 98 or place into ENGL& 101
- Complete ENGR 111 or STEM 102 and MATH& 142 before ENGR 121
- Complete ENGR 121 before CS& 131 or CS& 141
- Complete ENGR 121 and PHYS& 241/231 before ENGR& 214
- Complete MATH& 144 or MATH&142 or place into MATH& 151
- Complete PHYS& 114 or place into PHYS& 241
- Complete MFGT 103 before PHYS& 233

College Success Course - 2 units required

A College Success course is mandatory for all new degree-seeking students. The class may be waived due to previous college coursework or the specific course of study. Certain programs are exempt from this requirement; please see the College Success webpage for details.

Course No.	Course Title	Units	Term Completed	Comments
STEM101 *or* COLL101	College Success in STEM *or* College Success	2		STEM 101 is strongly recommended.

Communication Skills - 5 units required

Course No.	Course Title	Units	Term Completed	Comments
ENGL&101	English Composition I	5		Minimum grade: 2.0

Humanities and Social Science Courses - 15 units required in two different disciplines

You must take 15 units total in at least two different disciplines. One must be selected from Humanities and another from Social Sciences. The third course may be from Humanities or Social Science. At least one course from the three should be a diversity course designated by the Diversity attribute (note ENGL& 101 - Diversity may also be used to fulfill the diversity requirement). Students interested in transferring to WSU should choose a diversity course that also meets WSU UCORE requirements.

Course No.	Course Title	Units	Term Completed	Comments
	Humanities - select 1 course	5		ART 110, ART 111, CMST&210, or CMST& 220 are recommended.
	Social Science - select 1 course	5		BUS& 101, ECON& 201, or ECON& 202. The WSU

Course No.	Course Title	Units	Term Completed	Comments
				Electrical Engineering Program requires ECON& 201 or ECON& 202. The WSU Mechanical Engineering program requires ECON& 202.
	Humanities/Social Science - select 1 course	5		A World Language is recommended.

Mathematics Courses - 25 units required (minimum grade of C or higher)

Course No.	Course Title	Units	Term Completed	Comments
MATH&151	Calculus I	5		
MATH&152	Calculus II	5		
MATH&163	Calculus 3	5		
MATH260	Linear Algebra	5		
MATH261	Differential Equations	5		

Science and Engineering Courses - 37 units required (minimum grade of C or higher)

Course No.	Course Title	Units	Term Completed	Comments
CHEM&161	General Chem w/Lab I	5.5		
CS&131 *or* CS&141	Computer Science I C++ *or* Computer Science I Java	5		CS& 131 (WSU) or CS& 141 (UW)
ENGR111 or STEM 102	Intro Engr I: Model/Analysis *or* Equity in STEM through Community-centered Experiences	5		ENGR 111 or STEM 102 may be waived, at the Engineering faculty's discretion, for students transferring to EvCC with advanced standing in engineering.
ENGR&204	Electrical Circuits	5		
PHYS&241	Engineering Physics I	4		Must be taken with PHYS&231.
PHYS&231	Engineering Phys I Lab	1.5		Must be taken with PHYS&241.
PHYS&242	Engineering Physics II	4		Must be taken with PHYS&232.
PHYS&232	Engineering Phys II Lab	1.5		Must be taken with PHYS&242.
PHYS&243	Engineering Physics III	4		Must be taken with PHYS&233.
PHYS&233	Engineering Phys III Lab	1.5		Must be taken with PHYS&243.

Specialization Courses - 21 units required

Select courses as appropriate for the intended major and transfer institution.

A minimum of 5 courses and 21 units are required; different specializations and/or transfer universities may require more.

ELECTRICAL

- University of Washington (ECE): CS 143, ENGR 121, MATH& 264, and
    - Choose 2 from: CHEM& 162, ENGR 202, ENGR& 214, ENGR& 215, ENGR& 224, ENGR 240

- University of Washington Bothell: CS 132 or CS 143, ENGL& 235, ENGR 121, MATH& 264 and ENGR 202*

- Washington State University: CS 132 (preferred) or CS 143, ENGL& 235, ENGR 121, ENGR 205, MATH& 264, ENGR 202*, and
    - Choose 2 from: ENGR& 214, ENGR& 215, ENGR& 224, ENGR 240

COMPUTER

- University of Washington (be sure to speak with your program advisor): CS 143, ENGL& 235, ENGR 121, ENGR 202, Choose 1 more

- Washington State University: CS 132, ENGL& 235, ENGR 121, ENGR 202, MATH& 264, CS 233*

** Course required for BS degree, but typically taken in junior year and not required to transfer with junior standing. Completion at EvCC is recommended if there is space in your schedule for improved junior year preparation.*

Course No.	Course Title	Units	Term Completed	Comments
	21 units required			

Total Units Required: 105

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- Demonstrate analytical problem solving skills.
- Apply scientific processes.
- Collaborate effectively.
- Communication technical information.
- Apply engineering design processes.

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 1/3 of the total units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the residency units.

Required Residency Units: 30 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in the EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

NON-DISCRIMINATION STATEMENT

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Event Planning Certificate (RFSEPC01)

Students must earn a C grade (2.0) or better in all courses.

Course Requirements - Complete with a C or higher

Course No.	Course Title	Units	Term Completed	Comments
BUS165	Serv.Essentials Business	5		
BUS121	Banquet & Conference Ops	3		
BUS122	Event Planning Ops	5		
BUS230	Intro to Hospitality	5		

Total Units Required: 18

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 6 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Fire Science AAS-T (FIGFSAAS) Active: F 2023

FIRE SCIENCE AAS-T PROGRAM NOTES

- All associate degrees require at least 30 units to be earned at Everett Community College, for a potential of 60 transfer credits. Of these, **a maximum of 30 can come from professional training certificates (non-academic credit)**, while the remainder can come from prior college courses from other institutions (academic credit). *This is not something Degree Planner can check for – if you are a transfer student, be sure to work closely with your advisor.*
- Students who have completed FIRE 100 and additionally then complete FIRE 195 may not receive credit for both. Students will receive 22.5 elective credits for FIRE 100 and 3.5 additional FIRE elective credits for the completion of FIRE 195.
- Students who receive transfer credit for FIRE 100 may not also receive transfer credit for FIRE 106 and/or FIRE 124, and vice versa.
- Only 3 credits for PEHW activity courses, numbered 100 and above, may be applied toward the degree.

REQUIRED GENERAL EDUCATION COURSES - 20 UNITS

Course No.	Course Title	Units	Term Completed	Comments
ENGL&101	English Composition I	5		
	MATH&107 or higher	5		MATH&107 recommended
CMST&210	Interpersonal Comm	5		
PSYC&100	General Psychology	5		

FIRE SCIENCE CORE COURSES - 30 UNITS

Course No.	Course Title	Units	Term Completed	Comments
FIRE101	Intro to Fire Science	5		
FIRE104	Fire Dept Comm Relations	3		
FIRE110	Fire Suppression Systems	3		
FIRE120	Pump Ops/Hydraulics	5		
FIRE200	Fire Co Strat/Tactics	5		
FIRE203	Building Construc Fire	5		
FIRE246	Fire Codes	4		

PROGRAM ELECTIVES - 40 UNITS

Remember that no more than 30 credits can be transferred in from professional training certificates; this would apply across Fire Science Core Courses and Public Safety and General Electives. This restriction does not apply to academic college courses.

Course No.	Course Title	Units	Term Completed	Comments
	Electives - Complete 20 units from Public Safety courses	5		These must be from the Public Safety courses (FIRE, FSA, FSM, EMS, or CJ) not already included in the Fire Science Core.

Course No.	Course Title	Units	Term Completed	Comments
	Public Safety courses	5		
	Public Safety courses	5		
	Public Safety courses	5		
	Electives – Complete an additional 20 units from FIRE, FSA, FSM, EMS, CJ, or from the AAS-DTA list (both List A and List B classes accepted)	5		Remember you are required to complete at least one Diversity course. If you did not take ENGL&101: English Composition (D), you will need to take one in your Additional Electives.
	Additional Electives	5		
	Additional Electives	5		
	Additional Electives	5		

Total Units Required: 90

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- Recognize how fire history, traditions, terminology and organization for the foundation of today's fire service.
- Describe the components of a fire service career.
- Demonstrate a public education and fire prevention teaching model.
- Identify and explain fire codes and how they are enforced.

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in the EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Food and Beverage Certificate (RFSFBC01)

Students must earn a C grade (2.0) or better in all courses.

Course Requirements - Complete with a C or higher

Course No.	Course Title	Units	Term Completed	Comments
BUS165	Serv.Essentials Business	5		
BUS123	Menu Design	3		
BUS124	Food & Beverage Ops	5		
BUS230	Intro to Hospitality	5		

Total Units Required: 18

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 6 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Geology AS-T (LRST1AS AST1-GEOL) Active: W 2022

Notes for the Associate in Science-Transfer to Biological, Environ/Resource, Chemistry, GEOLOGY and Earth Sciences

- Though courses in a foreign language are not required in the Associate of Science degree, some universities may require two or three quarters of foreign language for admission or for graduation.
- Prerequisites will require extra units and all will require a minimum grade of 2.0 (C) or higher.
- Students who initially place in a high-level math course do not need to take math courses below that level.
- Be sure to work closely with your program advisor to determine which elective options will be best for you and to review any necessary prerequisites.

College Success Course - 2 units total

A College Success course is mandatory for all new degree-seeking students. The class may be waived due to previous college coursework or the specific course of study. Certain programs are exempt from this requirement; please see the College Success webpage for details.

Course No.	Course Title	Units	Term Completed	Comments
STEM101 *or* COLL101	College Success in STEM *or* College Success	2		STEM101 strongly recommended

Communication Skills - 5 units total

Select courses from the DTA approved Communication Skills course list. At least 5 units must be earned in English Composition.

Course No.	Course Title	Units	Term Completed	Comments
ENGL&101	English Composition I	5		

Quantitative Skills - 10 units total

Select courses from the DTA approved Quantitative Skills course list. The institution(s) you are looking to transfer to may require different Quantitative Skills courses. Be sure to verify the requirements of the transfer institution(s).

Course No.	Course Title	Units	Term Completed	Comments
	MATH& 151 or higher	5		
	MATH& 152 or higher	5		

Humanities and Social Science Courses - 15 units total

Course No.	Course Title	Units	Term Completed	Comments
	Humanities - select 1 course	5		
	Social Science - select 1 course	5		
	Humanities/Social Science – select 1 course	5		

Natural Science - 36.5 to 37 units total

The institution(s) you are looking to transfer to may require different Natural Science courses. Be sure to verify the requirements of the transfer institution(s).

Course No.	Course Title	Units	Term Completed	Comments
GEOL102	Intro to Geol Science I	5		
GEOL104	Intro to Geol Science II	5		
GEOL&103	Historical Geology	5		
CHEM&161	General Chem w/Lab I	5.5		
CHEM&162	General Chem w/Lab II	5.5		
CHEM&163	General Chem w/lab III	5.5		
	Physics – complete 5 units from PHYS&114, PHYS&115, PHYS&116, PHYS&241/231, PHYS&242/232, or PHYS&243/233	5		You must take the Engineering Physics Lab with the corresponding course (241/231, 242/232, 243/233).

Electives – 21.5 units total

Be sure to work closely with your program advisor when choosing electives.

Select from: ATMS101, CHEM&140, CHEM&261, CHEM&262, CHEM&263, CMST&210, CMST&220, CMST&230, CS&131, CS&141, ECON101, ENGL&102, ENGL&235, ENVS&100, MATH&141, MATH&142, MATH&146, MATH&264, MATH260, MATH261, MFGT103, MFGT105, OCEA&101, PHYS&114, PHYS&115, PHYS&116, PHYS&231, PHYS&232, PHYS&233, PHYS&241, PHYS&242, PHYS&243, PHYS130.

Course No.	Course Title	Units	Term Completed	Comments
	Electives - Complete 21.5 units			

Total Units Required: 90

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- Apply quantitative analysis to solve problems: students will utilize quantitative and graphical analyses to describe biological processes and solve problems posed in assignments.
- Apply the Scientific Method: in reports and presentations, students will demonstrate application of the scientific method in order to explain biological processes encountered in classroom, laboratory and field projects.
- Critically evaluate the science-related content in reports, popular media and public policy: students will read assigned articles, books and online resources, and evaluate these sources in the context of the life sciences topics presented in class.
- Effectively communicate scientific processes: students will use the results obtained from experiments, demonstrations, discussions and field work to produce written reports and oral presentations.

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in the EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Graphic and Web Design ATA (DMWGWAPT) Active: Su 2024

College Success - 2 units required

A College Success course is mandatory for all new degree-seeking students. The class may be waived due to previous college coursework or the specific course of study. Certain programs are exempt from this requirement; please see the College Success webpage for details.

Course No.	Course Title	Units	Term Completed	Comments
COLL101 *or* STEM101	College Success *or* College Success in STEM	2		

Communication Skills - 5 units required

Course No.	Course Title	Units	Term Completed	Comments
ENGL&101 *or* ENGL98	English Composition I *or* Intro to College Writing	5		Remember, at least 1 Diversity course is required to earn this degree.

Quantitative Skills - 5 units required

Course No.	Course Title	Units	Term Completed	Comments
	Quantitative - BUS130 or MATH&107 or higher	5		

Human Relations – 3 to 5 units required

Course No.	Course Title	Units	Term Completed	Comments
	Human Relations - select 1	3 - 5		From BUS110 (Diversity) BUS 165. CMST&210, CMST&230,or HDEV155.

First Year: Foundations - 40 units total

Course No.	Course Title	Units	Term Completed	Comments
ART110	Visual Foundation/Design	5		
GRAPH110	Digital Design Tools and Visual Communication	5		
PHOTO110	Intro to Digital Photography	5		
GRAPH113	GraphicDesign Typography	5		
GRAPH115	Infographic Design	5		
GRAPH118	Graphic Design Process	5		
GRAPH120	History Graphic Design	5		
GRAPH130	Coding For Web Design	5		

Second Year: Emphasis - 32 units required

Course No.	Course Title	Units	Term Completed	Comments
GRAPH240	Graphic Design for Web	5		
GRAPH242	Content Mgment Systems	5		
GRAPH201	Graphic Design I	5		
GRAPH292	Bus Practices Graph Desg	2		
ART295	Professional Practices	5		
GRAPH231 *or* GRAPH252	Advanced Typography *or* Booklab	5		
GRAPH213 *or* GRAPH271	Brand Identity *or* Dynamic Media Design	5		

Electives – 1 to 3 units required

Course No.	Course Title	Units	Term Completed	Comments
	Electives	1 - 3		ART 115 Drawing I (5 units), BUS 150 Principles of Marketing (5 units) recommended

Total Units Required: 90

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 minimum

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- Critique work, verbally and in writing, using the foundational language of the visual arts.
- Describe and interpret, verbally and in writing, their own and other's work in the chosen program of study.
- Demonstrate proficiency in the use of tools, techniques, and processes relevant to the chosen program of study.
- Create and select a body of work that demonstrates proficiency in the skills and personal creativity within the chosen program of study.
- Integrate knowledge of the chosen program of study with understanding of the social, historical and aesthetic context of artistic work.
- Describe educational and/or professional opportunities and objectives in the chosen program of study.

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in the EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

NON-DISCRIMINATION STATEMENT

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Graphic Design Certificate (COGGDC20) Active: F 2023

GRAPHIC DESIGN CERTIFICATE Details

A grade of a C (2.0) or higher is required for all courses.

- Students may receive multiple certificates by combining the course requirements, thereby improving career options. To add some related and specialized skills, additional sequences of courses in the following areas can be arranged: studio art, photography, programming and networking, and small business management.

Course Requirements – 42 units total

Course No.	Course Title	Units	Term Completed	Comments
GRAPH110	Digital Design Tools and Visual Communication	5		
PHOTO110	Intro to Digital Photography	5		
GRAPH113	GraphicDesign Typography	5		
GRAPH115	Infographic Design	5		
GRAPH118	Graphic Design Process	5		
GRAPH201	Graphic Design I	5		
GRAPH231	Typography	5		
GRAPH252	Booklab	5		
GRAPH292	Bus Practices Graph Desg	2		

Total Units Required: 42

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 14 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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HAIR DESIGN Certificate (HSHHDC45) Active: Su 2023

A grade of C (2.0) or higher is required in all courses.

Note: In order to work as a Cosmetologist or Hair Designer, students must possess a Washington state Cosmetology or Hair Design license This license is granted to students who complete the program, acquire 1730 cosmetology hours or 1500 hair design hours and pass the Washington State Licensure exam for Cosmetology or Hair Design.

Hair Design Certificate Requirements

In your starting quarter, take CHD 211.

Course No.	Course Title	Units	Term Completed	Comments
CHD211	Hair Design Basic Skills	20		Offered in Fall, Winter, and Spring quarters

In your starting quarter, take one of COSMT 110, COSMT 111, or COSMT 112. The others will be taken in subsequent quarters.

Course No.	Course Title	Units	Term Completed	Comments
CHD110	Trichology	2		Offered on a rotating basis
COSMT111	Salon Management	5		Offered on a rotating basis
COSMT112	Salon Safety/Chem/Elec	5		Offered on a rotating basis

In your starting quarter, take one of COSMT102, HDEV155, or MATH60. The others will be taken in subsequent quarters.

Course No.	Course Title	Units	Term Completed	Comments
COSMT102	Salon Communications	3		Only offered Spring quarter
HDEV155	Human Relations in the Workplace	3		Offered all quarters
MATH60	Prof/Tech Math - Cosmt	3		Only offered Winter quarter

As you continue, you will take the following courses, as well as the ones mentioned above that have not yet been taken.

Course No.	Course Title	Units	Term Completed	Comments
COSMT212	Advanced Color Lab	3		Only offered Spring quarter
COSMT213	Men's Haircutting Design	3		Only offered Winter quarter
COSMT214	Advanced Haircutting	3		Only offered Fall quarter
COSMT215	Textured Hair Services	3		Only offered Summer quarter

As you are taking COSMT 212, COSMT 213, COSMT 214, and COSMT 215, also take COSMT 216, COSMT 217, COSMT 218, and COSMT 219.

Course No.	Course Title	Units	Term Completed	Comments
COSMT216	Cosmetology Practice VI	8 to 20		
COSMT217	Cosmetology Practice VII	8 to 20		
COSMT218	Cosmetology Practice VIII	8 to 20		
COSMT219	Cosmetology Practice IX	8 to 20		

CHD 120 is designed for fifth quarter students preparing for the Washington State Hair Design Written Licensure Exam. It provides theoretical review of facts from previous Hair Design courses in preparation for in-house computerized exams before applying for WA State Board examination.

Course No.	Course Title	Units	Term Completed	Comments
CHD120	Hair Design Compendium	3		

Total Units Required: 88 to 136

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 29 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Healthcare Risk Management Certificate (MISHRC01) Active: F 2023

Course Requirements - Complete the following with a C or better

Course No.	Course Title	Units	Term Completed	Comments
HCM206	Intro/Hlthcare Risk Mngt	5		
HCM207	Law/Hlth/Patient Safety	5		
HCM208	Hlthcare Risk Management	5		

Total Units Required: 15

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 5 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Information Technology AAS-T (CSTITAAS) Active: F 2023

Special Note

This degree is designed to transfer to Central Washington University's (CWU) Information Technology and Administrative Management degree. Transfer to CWU requires a cumulative GPA of 2.3 or higher. At least a C- in each course is required in order to meet admission criteria. Course substitutions require the approval of Central Washington University, and their requirements should always be reviewed directly with them.

Please note that CWU will accept up to 105 transfer units from a community college. The full list of courses can be found in the CWU General Education Transfer Guide

Grading Requirements

- All courses must be completed with a grade of C- or higher.
- An overall GPA of 2.3 is required.

College Success - 2 units

A College Success course is mandatory for all new degree-seeking students. The class may be waived due to previous college coursework or the specific course of study. Certain programs are exempt from this requirement; please see the College Success webpage for details.

Course No.	Course Title	Units	Term Completed	Comments/Substitution
COLL101 *or* STEM101	College Success *or* College Success in STEM	2		STEM 101 preferred

General Education Required Courses - 18 units

Course No.	Course Title	Units	Term Completed	Comments
ENGL&101	English Composition I	5		
	MATH& 107 or higher	5		MATH& 141 recommended
	Natural Science – select 1	5		Fundamental Disciplines of Physical/Biological: BIOL&100, CHEM&121, CHEM&161, GEOL102, NATS107, PHYS&114 or 241 and 231. Patterns & Connections in Natural World: ANTH&215, ASTR&101 or 115, ASTR 122, BIOL&232, ENVS&100 or 101, GEOG205, GEOL&208, NATS105. Applications of Natural Science: ATMS101, CHEM&110, GEOL106 or &110, NUTR&101, OCEA&101

Course No.	Course Title	Units	Term Completed	Comments
ENGL&230 *or* ENGL&235	Technical Writing *or* Technical Writing and Research	3 *or* 5		

Technical Required Courses

Waivers for any of the required courses may be considered based on verifiable evidence of previously acquired skills. Such waivers can only be granted by one of the approved program advisors. A waiver does not excuse the student from the requirement to earn the minimum number of required units.

Computer Support Specialist Certificate – 23 units

Course No.	Course Title	Units	Term Completed	Comments
STEM103	Introductory Scripting using Python	3-5		
IT111	Networking 1	5		
IT161	Computing Hardware/Tech	5		
IT162	Computing & Troubleshoot	5		
IT180	Information Security	5		

Information Technology Foundation Courses – 37 units

Course No.	Course Title	Units	Term Completed	Comments
CS110	Intro Computer Science	5		
CS&131 *or* CS&141	Computer Science I C++ *or* Computer Science I Java	5		
IT112	Networking 2	5		
IT113	Networking 3	5		
IT251	Computer Careers Intern	2		
IT202	Server Admin	5		
IT210	Network Application Supp	5		
IT175	Assessing and Securing Industrial Control Systems	5		

General Education Electives – 10 units

Course No.	Course Title	Units	Term Completed	Comments
	Humanities - select 1	5		
	Social Science - select 1	5		

Total Units Required: 90

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- Access business problems and implement the best solutions both independently and as a dependable team member.
- Demonstrate how and when to self-start, especially in learning and seeking new knowledge, and anticipate and prepare for a variety of unknown situations that might impact the operation of a computer system or network in an every-changing industry.
- Communicate both in writing and verbally about computing concepts and processes using technical terms effectively to both professional and lay audiences in order to secure and maintain employment.
- Operate ethically, integrating law, company rules and policies, and individual decision-making to foster personal growth and better appreciate the diverse world in which we live.
- Demonstrate knowledge of mathematics and logical approaches to problem solving in order to analyze a situation and anticipate and prepare for a variety of unknown events that might impact the operation of a computer system or network.
- Demonstrate technical computing skills to prepare for industry certification or to be technically competent in a particular computer position or job field.
- Demonstrate safe work habits that reflect concern and care for self and understanding of the local and global impact of computing on individuals, organizations, and society in the context of sustainability.

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in the EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Information Technology ATA (CSTITAPT) – Active F 2023

All courses must be completed with a grade of C or higher.

COLLEGE SUCCESS - 2 units

A College Success course is mandatory for all new degree-seeking students. The class may be waived due to previous college coursework or the specific course of study. Certain programs are exempt from this requirement; please see the College Success webpage for details.

Course No.	Course Title	Units	Term Completed	Comments/Substitution
COLL101 *or* STEM101	College Success *or* College Success in STEM	2		STEM 101 Preferred

General Education Required Courses - 18 units

Course No.	Course Title	Units	Term Completed	Comments
ENGL&101	English Composition I	5		
ENGL&230	Technical Writing	3		
	Human Relations (BUS 110 Preferred)	5		BUS 110 (preferred) or BUS 165 or CMST&210 or CMST&230
	MATH 86 or higher	5		MATH&146 Preferred

Technical Required Courses - 60 units minimum

Course No.	Course Title	Units	Term Completed	Comments
STEM103	Introductory Scripting using Python	3-5		
IT111	Networking 1	5		
IT112	Networking 2	5		
IT113	Networking 3	5		
IT161	Computing Hardware/Tech	5		
IT162	Computing & Troubleshoot	5		
IT175	Assessing and Securing Industrial Control Systems	5		
IT180	Information Security	5		
IT202	Server Administration	5		
IT210	Network Application Supp	5		
IT240	Linux Systems Administration	5		
IT251	Computer Careers Intern	2		
IT261	Cloud Fundamentals	5		

Technical Electives - 10 units total

Course No.	Course Title	Units	Term Completed	Comments
	Technical Electives - 10 units total	5		IT 280 is preferred or IT 203 or CS 110 or IT 103 or IT 105 or IT 107 or IT 109 or CL 101
		5		

Total Units Required: 90

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- Access business problems and implement the best solutions both independently and as a dependable team member.
- Demonstrate how and when to self-start, especially in learning and seeking new knowledge, and anticipate and prepare for a variety of unknown situations that might impact the operation of a computer system or network in an every-changing industry.
- Communicate both in writing and verbally about computing concepts and processes using technical terms effectively to both professional and lay audiences in order to secure and maintain employment.
- Operate ethically, integrating law, company rules and policies, and individual decision-making to foster personal growth and better appreciate the diverse world in which we live.
- Demonstrate knowledge of mathematics and logical approaches to problem solving in order to analyze a situation and anticipate and prepare for a variety of unknown events that might impact the operation of a computer system or network.
- Demonstrate technical computing skills to prepare for industry certification or to be technically competent in a particular computer position or job field.
- Demonstrate safe work habits that reflect concern and care for self and understanding of the local and global impact of computing on individuals, organizations, and society in the context of sustainability.

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in the EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Medical Assistant AAS-T (MLAMAAAS) Active: Su 2024

MEDICAL ASSISTANT AAS-T DEGREE

The Medical Assistant Certificate requires completion of 73 or 74 units.

The Medical Assistant Associate in Applied Science - Transfer (AAS-T) requires 25 additional units for a total of 98 or 99 units.

This checklist provides a guide to students who wish to transfer to Center Washington University's Information Technology and Administrative Management (ITAM) program, leading to a Bachelor of Applied Science, or City University of Seattle's Bachelor of Health Administration (BSHA). Students should meet with an advisor and maintain this checklist while at Everett Community College. Instructor permission and/or prerequisites are required for many courses.

Note: A 2.3 minimum GPA is required for consideration for admission to the ITAM program and a 2.0 minimum GPA is required for admission to City University. CWU and City U accept 105 community college units. The "Additional Requirements" satisfy general education and ITAM/BSHA program requirements.

Note: Successful completion of Everett Community College's accredited program, along with passage of one of the five national certification exams, meets Washington State requirements to legally work as a medical assistant.

PHASE ONE: BREAKING GROUND ON YOUR PATHWAY

☐ Explore the EvCC Medical Assistant Homepage.

☐ Meet with a faculty advisor.

☐ Complete EvCC Self-Directed English Placement

☐ Grade minimum 2.0 (C or better grade) in each course used to fulfill graduation requirements.

☐ All courses must be taken prior to Clinical Practicum (HLTH 251).

☐ Immunizations – start as soon as possible. They take 8-9 months to complete.

☐ BLS pre-req – take HLTH 109: First Aid and Basic Life Support (AHA CPR) or obtain certificate from community resources (information available at HPSC).

☐ Submit Medical Assisting "Demographic, Criminal History & Technical Standards" e-form.

☐ Criminal history issues – Discuss with faculty advisor.

☐ Advising topics may include number of courses to be taken per quarter, if student will not be taking courses during certain quarters, plans to work towards the University Transfer degree, official Transfer Credit Evaluation process (student initiated) or if a Course Waiver and Substitution process is needed (advisor initiated), and a Diploma Application should be submitted during the pre-Clinicals quarter (student initiated).

PHASE TWO: FOUNDATIONS FOR YOUR PATHWAY - 23 UNITS

Course Number	Course Title	Units	Term Completed	Comments
HP101	College Success for Health Professions	2		
ENGL&101 *or* ENGL98	English Composition I *or* Intro to College Writing	5		
BUS130 *or* MATH/TS 76 or higher	Quantitative Skills	5		
HLTH100 *and* HLTH102 *or* BIOL&231 *and*	Medical Terminology *and* Applied A & P *or* Human Anatomy *and*	10		

Course Number	Course Title	Units	Term Completed	Comments
BIOL&232	Human Physiology			
HLTH109	First Aid and Basic Life Supp.	1		HLTH 109 or certification through community resources is required.

PHASE THREE: FRAMING YOUR PATHWAY - 33 or 34 UNITS

Prerequisite and Concurrency Information

- HTLH 130 requires completion of HLTH 102.
- HLTH 135, HLTH 136, and HLTH 150 require completion of ENGL& 101.
- HLTH 135, HLTH 136, HLTH 150, and HLTH 205 can all be taken concurrently with either HLTH 100 or HLTH 102.
- HLTH 231 and HLTH 232 require immunizations before Instructor Permission will be granted.

Course Number	Course Title	Units	Term Completed	Comments
HLTH130 *or* BIOL105 *or* ANTH&206 *and* BIOL&231 *and* BIOL&232	Disease & Pathology *or* Disease In Modern Society *or* Cultural Anthropology (D) *and* Human Anatomy *and* Human Physiology	4 or 5		HLTH 102 is a prerequisite to HLTH 130
HLTH135	Admin Skills: Office Management	4		Can be taken concurrently with HLTH 100 and/or HLTH 102
HLTH136	Admin Skills: Practice Finance	4		Can be taken concurrently with HLTH 100 and/or HLTH 102
HLTH150	Intercultural Comm in Healthcare (D)	5		Can be taken concurrently with HLTH 100 and/or HLTH 102
HLTH205	Medical Law & Ethics	4		Can be taken concurrently with HLTH 100 and/or HLTH 102
HLTH210	Principles of Pharmacology	4		
HLTH231	Clinical Skills – Surgical	4		Immunizations are required before instructor permission will be granted.
HLTH232	Clinical Laboratory Skills	4		Immunizations are required before instructor permission will be granted.

PHASE FOUR: FINISHING YOUR PATHWAY - 19 UNITS

- ***All vaccines are needed prior to Phase Four classes.***

Course Number	Course Title	Units	Term Completed	Comments
HLTH241	Medical Administration	4		
HLTH242	Principles of Phlebotomy	4		
HLTH243	Clinical Skills – Ambulatory	5		
HLTH251	Clinical Externship	6		

ADDITIONAL REQUIREMENTS TO EARN THE MEDICAL ASSISTANT AAS-T

- Additional requirements may be taken at any time.
- For ITAM or BSHA transfer.

- BE SURE TO CONSULT WITH YOUR PROGRAM ADVISOR TO VERIFY UNIT AND COURSE REQUIREMENTS.

Course Number	Course Title	Units	Term Completed	Comments
ENGL&102 *or* ENGL103	Composition II *or* The Critical Paper	5		
MATH&107 *or* MATH&141 *or* MATH&142 *or* MATH&144 *or* MATH&151	Math in Society *or* Precalc I: Coll Algebra *or* Precalculus II: Trig *or* Pre-Calc I & II: Review *or* Calculus I	5		
CS&131 *or* PHIL&120	Computer Science I C++ *or* Symbolic Logic	5		
	Natural Sciences – select 1	5		From BIOL&100, CHEM&121, CHEM&161, GEOL102, NATS107, PHYS&114, PHYS&231, PHYS&241
	Additional Elective Requirement – select 1	3		From ART&100, BUS&101, DRMA&101, ENGL&111, FILM100, HUM&101, MUSC&105, MUSC110, MUSC115, MUSC116, or any course that meets CWU General Education requirements and is approved by an advisor.

Total Units Required: 98 or 99

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- To prepare competent entry-level medical assistants in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains.
- To prepare students to perform within the ethical and legal boundaries of the Medical Assistant's scope of practice.
- To prepare students to integrate and value the needs of the individual patient, within his/her family, culture, society and health circumstances.
- To prepare students to display professionalism and cultural sensitivity while interacting and communicating with providers, staff and patients.
- To prepare students to participate as team players within the various settings of health care delivery.
- To prepare students to maintain currency within their field through continuing education.
- To prepare students to integrate and promote the Certified Medical Assistant credential.

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 Minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in the EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

NON-DISCRIMINATION STATEMENT

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EVERETT COMMUNITY COLLEGE
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Medical Assistant ATA (MLAMAAPT) Active: Su 2024

MEDICAL ASSISTANT CERTIFICATE AND ATA DEGREE

The Medical Assistant Certificate requires completion of 73 or 74 units.

The Medical Assistant Associate in Technical Arts (ATA) requires additional electives to total 90 units.

Note: Successful completion of Everett Community College's accredited program, along with passage of one of the five national certification exams, meets Washington State requirements to legally work as a medical assistant.

PHASE ONE: BREAKING GROUND ON YOUR PATHWAY

☐ Explore the EvCC Medical Assistant Homepage.

☐ Meet with a faculty advisor.

☐ Complete EvCC Self-Directed English Placement

☐ Grade minimum 2.0 (C or better grade) in each course used to fulfill graduation requirements.

☐ All courses must be taken prior to Clinical Practicum (HLTH 251).

☐ Immunizations – start as soon as possible. They take 8-9 months to complete.

☐ BLS pre-req – take HLTH 109: First Aid and Basic Life Support (AHA CPR) or obtain certificate from community resources (information available at HPSC).

☐ Submit Medical Assisting "Demographic, Criminal History & Technical Standards" e-form.

☐ Criminal history issues – Discuss with faculty advisor.

☐ Advising topics may include number of courses to be taken per quarter, if student will not be taking courses during certain quarters, plans to work towards the University Transfer degree, official Transfer Credit Evaluation process (student initiated) or if a Course Waiver and Substitution process is needed (advisor initiated), and a Diploma Application should be submitted during the pre-Clinicals quarter (student initiated).

PHASE TWO: FOUNDATIONS FOR YOUR PATHWAY – 23 UNITS

Course Number	Course Title	Units	Term Completed	Comments
HP101	College Success for Health Professions	2		
ENGL&101 *or* ENGL98	English Composition I *or* Intro to College Writing	5		
BUS130 *or* MATH/TS 76 *or* higher	Quantitative Skills	5		
HLTH100 *and* HLTH102 or BIOL&231 *and* BIOL&232	Medical Terminology *and* Applies A & P or Human Anatomy *and* Human Physiology	10		

Course Number	Course Title	Units	Term Completed	Comments
HLTH109	First Aid and Basic Life Supp.	1		HLTH 109 or certification through community resources is required.

PHASE THREE: FRAMING YOUR PATHWAY - 33 or 34 UNITS

Prerequisite and Concurrency Information

- HTLH 130 requires completion of HLTH 102.
- HLTH 135, HLTH 136, and HLTH 150 require completion of ENGL& 101.
- HLTH 135, HLTH 136, HLTH 150, and HLTH 205 can all be taken concurrently with either HLTH 100 or HLTH 102.
- HLTH 231 and HLTH 232 require immunizations before Instructor Permission will be granted.

Course Number	Course Title	Units	Term Completed	Comments
HLTH130 *or* BIOL105 *or* ANTH&206 *and* BIOL&231 *and* BIOL&232	Disease & Pathology *or* Disease In Modern Society *or* Cultural Anthropology *and* Human Anatomy *and* Human Physiology	4 or 5		HLTH102 is a prerequisite to HLTH130
HLTH135	Admin Skills: Office Managemnt	4		Can be taken concurrently with HLTH 100 and/or HLTH 102
HLTH136	Admin Skills: Practice Finance	4		Can be taken concurrently with HLTH 100 and/or HLTH 102
HLTH150	Intercultural Comm/Hlth.	5		Can be taken concurrently with HLTH 100 and/or HLTH 102
HLTH205	Medical Law & Ethics	4		Can be taken concurrently with HLTH 100 and/or HLTH 102
HLTH210	Principles of Pharmacology	4		
HLTH231	Clinical Skills - Surgical	4		Immunizations are required before instructor permission will be granted.
HLTH232	Clinical Laboratory Skills	4		Immunizations are required before instructor permission will be granted.

PHASE FOUR: FINISHING YOUR PATHWAY - 19 UNITS

- All vaccines are needed prior to Phase Four classes.

Course Number	Course Title	Units	Term Completed	Comments
HLTH241	Medication Administration	4		
HLTH242	Principles of Phlebotomy	4		
HLTH243	Clinical Skills - Ambulatory	5		
HLTH251	Clinical Externship	6		

GENERAL ELECTIVES REQUIRED TO EARN THE MEDICAL ASSISTANT ATA

General Electives can be taken at any time.

Course Number	Course Title	Units	Term Completed	Comments
	Electives – Select 14 units	14		If HLTH 109 - First Aid and Basic Life Support (AHA CPR) - 1 unit - is not taken because of certification through community resources, 15 units will be required.

Total Units Required: 90

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

To prepare competent entry-level medical assistants in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains.
To prepare students to perform within the ethical and legal boundaries of the Medical Assistant's scope of practice.
To prepare students to integrate and value the needs of the individual patient, within his/her family, culture, society and health circumstances.
To prepare students to display professionalism and cultural sensitivity while interacting and communicating with providers, staff and patients.
To prepare students to participate as team players within the various settings of health care delivery.
To prepare students to maintain currency within their field through continuing education.
To prepare students to integrate and promote the Certified Medical Assistant credential.

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in the EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

NON-DISCRIMINATION STATEMENT

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EVERETT COMMUNITY COLLEGE
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Medical Assistant Certificate (MLAMAC45) Active: F 2023

MEDICAL ASSISTANT CERTIFICATE

The Medical Assistant Certificate requires completion of 73 or 74 units.

The Medical Assistant Associate in Technical Arts (ATA) requires additional electives to total 90 units.

The Medical Assistant Associate of Applied Science - Transfer (AAS-T) requires additional courses to total 110 units.

Note: Successful completion of Everett Community College's accredited program, along with passage of one of the five national certification exams, meets Washington State requirements to legally work as a medical assistant

PHASE ONE: BREAKING GROUND ON YOUR PATHWAY

☐ Explore the EvCC Medical Assistant Homepage.

☐ Meet with a faculty advisor.

☐ Complete EvCC Self-Directed English Placement

☐ Grade minimum 2.0 (C or better grade) in each course used to fulfil graduation requirements.

☐ All courses must be taken prior to Clinical Practicum (HLTH 251).

☐ Immunizations – start as soon as possible. They take 8-9 months to complete.

☐ BLS pre-req – take HLTH 109: First Aid and Basic Life Support (AHA CPR) or obtain certificate from community resources (information available at HPSC).

☐ Submit Medical Assisting "Demographic, Criminal History & Technical Standards" e-form.

☐ Criminal history issues – Discuss with faculty advisor.

☐ Advising topics may include number of courses to be taken per quarter, if student will not be taking courses during certain quarters, plans to work towards the University Transfer degree, official Transfer Credit Evaluation process (student initiated) or if a Course Waiver and Substitution process is needed (advisor initiated), and a Diploma Application should be submitted during the pre-Clinicals quarter (student initiated).

PHASE TWO: FOUNDATIONS FOR YOUR PATHWAY - 21 UNITS

Course Number	Course Title	Units	Term Completed	Comments
ENGL&101 *or* ENGL98	English Composition I *or* Intro to College Writing	5		
BUS130 *or* MATH/TS 76 or higher	Quantitative Skills	5		
HLTH100 *and* HLTH102 *or* BIOL&231 *and* BIOL&232	Medical Terminology *and* Applied A & P *or* Human Anatomy *and* Human Physiology	10		

Course Number	Course Title	Units	Term Completed	Comments
HLTH109	First Aid and Basic Life Supp.	1		HLTH 109 or certification through community resources is required.

PHASE THREE: FRAMING YOUR PATHWAY – 33 UNITS

Prerequisite and Concurrency Information

- HTLH 130 requires completion of HLTH 102.
- HLTH 135, HLTH 136, and HLTH 150 require completion of ENGL& 101.
- HLTH 135, HLTH 136, HLTH 150, and HLTH 205 can all be taken concurrently with either HLTH 100 or HLTH 102.
- HLTH 231 and HLTH 232 require immunizations before Instructor Permission will be granted.

Course Number	Course Title	Units	Term Completed	Comments
HLTH130 *or* BIOL105 *or* ANTH&206 *and* BIOL&231 *and* BIOL&232	Disease & Pathology *or* Disease In Modern Society *or* Cultural Anthropology (D) *and* Human Anatomy *and* Human Physiology	4 or 5		HLTH 102 is a prerequisite to HLTH 130
HLTH135	Admin Skills: Office Management	4		Can be taken concurrently with HLTH 100 and/or HLTH 102
HLTH136	Admin Skills: Practice Finance	4		Can be taken concurrently with HLTH 100 and/or HLTH 102
HLTH150	Intercultural Comm in Healthcare (D)	5		Can be taken concurrently with HLTH 100 and/or HLTH 102
HLTH205	Medical Law & Ethics	4		Can be taken concurrently with HLTH 100 and/or HLTH 102
HLTH210	Principles of Pharmacology	4		
HLTH231	Clinical Skills – Surgical	4		Immunizations are required before instructor permission will be granted.
HLTH232	Clinical Laboratory Skills	4		Immunizations are required before instructor permission will be granted.

PHASE FOUR: FINISHING YOUR PATHWAY - 19 UNITS

After completion of Phase Four, you will have earned the Medical Assistant Certificate.

- *All vaccines are needed prior to Phase Four classes.*

Course Number	Course Title	Units	Term Completed	Comments
HLTH241	Medical Administration	4		
HLTH242	Principles of Phlebotomy	4		
HLTH243	Clinical Skills – Ambulatory	5		

Course Number	Course Title	Units	Term Completed	Comments
HLTH251	Clinical Externship	6		

Total Units Required: 73 or 74 Minimum

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 24 Minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

NON-DISCRIMINATION STATEMENT

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Medical Billing Specialist Certificate (MICMSC20) Active: Sp 2024

Students may take either the Medical Coding or the Medical Billing Specialist Certificate programs as stand-alone programs, or they may take them as part of their ATA in Medical Billing and Coding. Several classes overlap between the two programs, so it is important to note that some classes are offered as self-support and some as state support. For out-of-state students, the state support classes are subject to out-of-state tuition, so you may want to discuss this with Financial Aid or other funding source.

Students must earn a C or higher in all required courses; a class earning a C- or lower would need to be repeated.

REQUIRED PREREQUISITE

Completion of CL 101 (or waiver by instructor permission) is required prior to HCM 182.

Course Number	Course Title	Units	Term Completed	Comments
CL101	Computer Literacy	5		

LEVEL I: GENERAL FOUNDATION COURSES (no prerequisites)

Course Number	Course Title	Units	Term Completed	Comments
HCM/MC103	Intro to Admin Medical Office	3		
HCM/MC120	Healthcare Vocabulary	5		
HCM/MC137	Structure/Function Body	5		

LEVEL II: GENERAL FOUNDATION COURSES (with prerequisite)

Course Number	Course Title	Units	Term Completed	Comments
HCM/MC 143	Pathopharmacology	5		HCM/MC137 must be taken before HCM/MC143.

LEVEL III: MBS CORE COURSES (no prerequisites)

Course Number	Course Title	Units	Term Completed	Comments
HCM 180	Principles of Med Insurance	5		
HCM 181	Law/Ethics Healthcare Occupations	5		
HCM 182	Medical Reception	5		

LEVEL IV: INTRODUCTORY CODING CLASSES (with prerequisites)

Course Number	Course Title	Units	Term Completed	Comments
MC147	Intro to Diognosis Code	5		HCM/MC 103 must be taken before MC147. HCM/MC143 must be taken before or concurrently with MC147.

Course Number	Course Title	Units	Term Completed	Comments
MC151	Procedural Coding	5		HCM/MC103 and HCM/MC137 must be taken before MC151

Total Minimum Units Required: 43 + 5 (prerequisite)

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 14 Minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the Residency Units requirement, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Medical Coding and Billing ATA (MICMCAPT) Active: Sp 2024

Students may take either the Medical Coding or the Medical Billing Specialist Certificate programs as stand-alone programs, or they may take them as part of their ATA in Medical Billing and Coding. Several classes overlap between the two programs, so it is important to note that some classes are offered as self-support and some as state support. For out-of-state students, the state support classes are subject to out-of-state tuition, so you may want to discuss this with Financial Aid or other funding source.

Students must earn a C or higher in all required courses; a class earning a C- or lower would need to be repeated.

ACADEMIC CORE COURSES (may be taken any time)

Course Number	Course Title	Units	Term Completed	Comments
BUS110	Business Communications (D)	5		
BUS 130	Business Computations	5		
ENGL98 *or* ENGL&101	College Writing *or* English Composition	5		

LEVEL Ia: MC FOUNDATION COURSES (no prerequisites)

Course Number	Course Title	Units	Term Completed	Comments
HCM/MC103	Intro to Admin Medical Office	3		
MC118	Health Info and Delivery	5		
HCM/MC120	Healthcare Vocabulary	5		
HCM/MC137	Structure/Function Body	5		

LEVEL Ib: MC FOUNDATION COURSES (with prerequisites)

Course Number	Course Title	Units	Term Completed	Comments
HCM/MC143	Pathopharmacology	5		HCM/MC137 must be taken before HCM/MC 143.
MC218	Reimbursement & Legal Comp.	5		MC118, MC147, and MC151 must be taken before MC218.

LEVEL IIa: MBS CORE COURSES (no prerequisites)

Course Number	Course Title	Units	Term Completed	Comments
HCM180	Principles of Med Insur	5		
HCM181	Law/Ethics Health Occupations	5		

LEVEL IIb: MBS CORE COURSE (with prerequisites)

Course Number	Course Title	Units	Term Completed	Comments
HCM182	Medical Reception	5		MC143 can be taken before or concurrently with MC147.

LEVEL III: INTRODUCTORY CODING COURSES (with prerequisites)

Course Number	Course Title	Units	Term Completed	Comments
MC147	Intro to Diognosis Code	5		MC143 can be taken before or concurrently with MC147.
MC151	Procedural Coding	5		HCM/MC103 and HCM/MC137 must be taken before MC151.

LEVEL IV: ADVANCED CODING COURSES (with prerequisites)

- Level IV courses should be taken the quarter before the Practicum.

Course Number	Course Title	Units	Term Completed	Comments
MC247	Advn Diagnosis Coding	4		MC147 must be taken before MC247.
MC251	Advn Procedural Coding	4		MC151 must be taken before MC251.

LEVEL V: MEDICAL CODING PRACTICUM (with prerequisites)

- Level V requires completion of all other MC courses.

Course Number	Course Title	Units	Term Completed	Comments
MC280	Prof Practice Exp	5		**All other MC courses must be completed before MC280.**

PROGRAM ELECTIVES (May Be Taken At Any Time)

- CL101 is included in the Elective list and is required before HCM182 and is a potential prerequisite for other electives. This prerequisite requirement may be waived with instructor permission.
- Be sure to discuss your elective options with your advisor.

Course Number	Course Title	Units	Term Completed	Comments
	Electives, 9 units			From Courses: BT219, BT242, CL101, CL103, CL104, CL105, HCM187, or other options discussed with your advisor.

Total Units Required: 90

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- Demonstrate proficiency in content area
- Explore and evaluate the individual's role as self, student, and employee in the healthcare industry including concepts of personal accountability, reliability, and self-sufficiency.
- Build a strong foundational knowledge of medical terminology and anatomy and physiology.
- Develop an understanding of coding classification systems (ICD-10-CM, ICD-10-PCS, CPT, and HCPCS).
- Analyze law, ethics, and compliance in the healthcare industry.
- Compare relationships in documentation and the revenue cycle.
- Demonstrate the ability to perform entry-level medical coding.
- Demonstrate critical thinking, analytical, and quantitative skills in making decisions and completing assignments independently and/or as a dependable team member.
- Apply appropriate technology to input, manage, and interpret business information.
- Demonstrate the ability to effectively plan and to communicate orally and in writing using multiple expressive modes.

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in the EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Medical Coding Certificate (MICMCC20) Active: Sp 2024

Students may take either the Medical Coding or the Medical Billing Specialist Certificate programs as stand-alone programs, or they may take them as part of their ATA in Medical Billing and Coding. Several classes overlap between the two programs, so it is important to note that some classes are offered as self-support and some as state support. For out-of-state students, the state support classes are subject to out-of-state tuition, so you may want to discuss this with Financial Aid or other funding sources.

Students must earn a C or higher in all required courses; a class earning a C- or lower would need to be repeated.

ACADEMIC CORE COURSES (may be taken at any time)

Course Number	Course Title	Units	Term Completed	Comments
BUS110 (D)	Business Communications	5		
BUS 130	Business Computations	5		
ENGL98 *or* ENGL&101	College Writing *or* English Composition	5		

LEVEL Ia: MC FOUNDATION COURSES (no prerequisites)

Course Number	Course Title	Units	Term Completed	Comments
MC103	Intro to Admin Med Office	3		HCM 103 is an equivalent.
MC118	Health Info and Delivery	5		
MC120	Healthcare Vocabulary	5		HCM 120 is an equivalent.
MC137	Structure/Function Body	5		HCM 137 is an equivalent.

LEVEL Ib: MC FOUNDATION COURSES (with prerequisites)

Course Number	Course Title	Units	Term Completed	Comments
MC143	Pathopharmacology	5		MC137 must be taken before MC 143. HCM 143 is an equivalent.
MC218	Healthcare Reimb/Compl	5		MC118, MC147, and MC151 must be taken before MC218.

LEVEL II: FOUNDATION CODING COURSES (with prerequisites)

Course Number	Course Title	Units	Term Completed	Comments
MC147	Intro to Diagnosis Code	5		MC143 can be taken before or concurrently with MC147.
MC151	Procedural Coding	5		MC103 and MC137 must be taken before MC151.

LEVEL III: ADVANCED CODING COURSES (with prerequisites)

Course Number	Course Title	Units	Term Completed	Comments
MC247	Advn Diagnosis Coding	4		MC147 must be taken before MC247.
MC251	Advn Procedural Coding	4		MC151 must be taken before MC251.

LEVEL IV: MEDICAL CODING PRACTICUM (With Prerequisites)

Course Number	Course Title	Units	Term Completed	Comments
MC280	Prof Practice Exp	5		All other Medical Coding (MC) classes must be taken before MC280.

Total Units Required: 66

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the credits must be earned at Everett Community College and apply towards the certificate being awarded. These credits must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 22 Minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the Residency Units requirement, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Medical Front Office Certificate (MEPMRC20), Active F 2023

Notes for the Medical Front Office Certificate

This certificate is included in both the MEDICAL OFFICE ADMINISTRATION (MOMMAC45) certificate and the BUSINESS TECHNOLOGY ATA (AASBTAPT) degree.

- With completion of this certificate, you will earn 43 units out of the 78 required for the Medical Office Administration certificate, and 43 out of 90 required for the Business Technology ATA degree.

Students must earn a C grade (2.0) or better in all courses.

Course Requirements

Course No.	Course Title	Units	Term Completed	Comments
CL101	Computer Literacy	5		
BT105	Keyboard-Speed/Accuracy	3		
BUS104	Business English	5		
BUS165	Serv.Essentials Business	5		
MC120	Healthcare Vocabulary	5		
HCM180	Principles of Med Insur	5		
HCM181	Diversity in Law & Ethics (D)	5		
HCM182	Medical Receptionist	5		
HCM187	Electronic Health Records	5		

Total Units Required: 43

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 14 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

NON-DISCRIMINATION STATEMENT

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Medical Office Administration Certificate (MOMMAC45) Active: F 2023

Notes for the Medical Office Administration Certificate

This certificate is included in the BUSINESS TECHNOLOGY ATA (AASBTAPT) degree.

- With completion of this certificate, you will earn 78 units out of the 90 required for the Business Technology ATA degree.
- You will also have completed the requirements for the Medical Front Office certificate.

Students must earn a C grade (2.0) or better in all courses.

Medical Front Office Certificate Requirements – 43 units

Course No.	Course Title	Units	Term Completed	Comments
CL101	Computer Literacy	5		
BT105	Keyboard-Speed/Accuracy	3		
BUS104	Business English	5		
BUS165	Service Essentials for Business	5		
MC120	Healthcare Vocabulary	5		
HCM180	Principles of Medical Insurance	5		
HCM181	Diversity in Law/Ethics (D)	5		
HCM182	Medical Receptionist	5		
HCM187	Electronic Health Records	5		

Medical Office Administration Additional Requirements – 35 units

Course No.	Course Title	Units	Term Completed	Comments
ENGL98 *or* ENGL&101	Introduction to College Writing *or* English Composition	5		
BUS110	Business Communications (D)	5		
BUS130	Business Computations	5		
HCM128	Medical Coding for Non-Coders	5		
BT219	Word	5		
BT242	Excel	5		
CL110	Managing Internet Communication	5		

Total Units Required: 78

With an additional 12 units, the BUSINESS TECHNOLOGY ATA (AASBTAPT) can be earned.

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 26 minimum

ADDITIONAL GRADUATION REQUIREMENTS

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Medical Spanish Interpreter Certificate (FLLMSC01)

Course Requirements - Complete the following with a C or better

Course No.	Course Title	Units	Term Completed	Comments
HLTH100	Medical Terminology	5		
HLTH160	Medical Interpreting-Spn	5		

Total Units Required: 10

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 3 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Network Administrator Certificate (SYANAC20) Active F 2023

A grade of C (2.0) or higher is required in all courses.

Potential Prerequisites

Be sure to discuss your plan with your program advisor. Prerequisites may be waived depending on prior experience.

Course No.	Course Title	Units	Term Completed	Comments
STEM103	Intro Scripting Using Python	3		
IT111	Networking 1	5		

Course Requirements - Complete the following with a C or better

Course No.	Course Title	Units	Term Completed	Comments
IT112	Networking 2	5		
IT113	Networking 3	5		
IT213	Networking 4	5		

Total Units Required: 15

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 5 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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NURSING DTA/MRP (RENDTAA) Active: Sp 2022

Everett Community College awards the Associate in Nursing Transfer Agreement Degree (DTA/MRP). This plan is for those who are intending to transfer to a College or University as a Nursing Major.

The outlined plan is to best prepare you for your graduation from EvCC to continue your work towards your Bachelor's degree in Nursing when you transfer. By following this plan you will have earned your AAS-DTA here and completed many of the foundational courses at EvCC that will be required at the transfer institution(s).

These courses are required for the Nursing DTA/MRP. There are other courses that can be completed at EvCC that will earn a non-specific AAS-DTA degree. To know where all of your completed courses align to the basic AAS-DTA degree, you should also keep an updated Associate in Arts and Sciences Direct Transfer Agreement Degree plan, as well as work closely with your Academic Advisor.

Note: In order to work as a Registered Nurse, students must possess a Washington State Nursing license. This license is granted to students who complete the nursing program and pass the NCLEX exam.

BASIC COMMUNICATION SKILLS - 10 UNITS TOTAL

Select courses from the DTA approved Communication Skills course list. At least 5 units must be earned in English Composition. Minimum grade of a 2.0 is required.

Course No.	Course Title	Units	Term Completed	Comments
ENGL&101	English Composition I	5		
ANTH&206	Cultural Anthropology	5		ANTH& 206 must be taken at Everett Community College to apply to this degree.

BASIC QUANTITATIVE SKILLS - 5 UNITS TOTAL

Select courses from the DTA approved Quantitative Skills course list. The institution(s) you are looking to transfer to may require different Quantitative Skills courses. Be sure to verify the requirements of the transfer institution(s). Minimum grade of a 2.0 is required.

Course No.	Course Title	Units	Term Completed	Comments
MATH&146	Intro to Statistics	5		

HUMANITIES - 10 UNITS TOTAL

5 additional Humanities units are embedded in the CORE curriculum below. Minimum grade of a 2.0 is required.

Course No.	Course Title	Units	Term Completed	Comments
CMST&210	Interpersonal Comm	5		
PHIL&101 *or* PHIL&115 *or* PHIL110 *or* PHIL215 *or* PHIL267	Intro to Philosophy *or* Critical Thinking *or* Social Ethics *or* Ethics *or* Philosophy of Religion	5		

SOCIAL SCIENCES - 10 UNITS TOTAL

5 additional Social Science units are embedded in the CORE curriculum below. Minimum grade of a 2.0 is required.

Course No.	Course Title	Units	Term Completed	Comments
PSYC&100	General Psychology	5		
PSYC&200	Lifespan Psychology	5		

Natural Science - 25 Units with an Overall 3.0 GPA required

5 additional Natural Science units are embedded in the CORE curriculum below.

Course No.	Course Title	Units	Term Completed	Comments
BIOL&211	Majors Cellular	5		
BIOL&231	Human Anatomy	5		
BIOL&232	Human Physiology	5		
BIOL&260	Microbiology	5		
CHEM&121	Intro to Chemistry	5		

Nursing Program Application Must Be Completed

Course No.	Course Title	Units	Term Completed	Comments
	Nursing Pre-Application	0		

Nursing CORE Curriculum - Quarter 1

Course No.	Course Title	Units	Term Completed	Comments
NURS110	Nursing Therapeutics I	10		
PHIL114	NURS 114/PHIL 114 - Ethics & Policy I	2		

Nursing CORE Curriculum - Quarter 2

Course No.	Course Title	Units	Term Completed	Comments
NURS120	Nursing Therapeutics II	10		
NUTR126	NURS 126/NUTR126 - Nutrition/Healthcare I	1		
PSYC125	NURS 125/PSYC 125 - Psychosocial Issues I	2		

Nursing CORE Curriculum - Quarter 3

Course No.	Course Title	Units	Term Completed	Comments
NURS130	Nursing Therapeutics III	10		
NUTR136	NURS 136/NUTR 136 - Nutrition/Healthcare II	2		

Nursing CORE Curriculum - Quarter 4

Course No.	Course Title	Units	Term Completed	Comments
NURS210	Nursing Therapeutics IV	10		
NUTR216	NURS 216/NUTR 216 - Nutrition/Healthcare III	1		
PHIL214	NURS 214/PHIL 214 - Ethics and Policy II	1		
PSYC215	Psychosocial Issues in Healthcare II	1		

Nursing CORE Curriculum - Quarter 5

Course No.	Course Title	Units	Term Completed	Comments
NURS220	Nursing Therapeutics V	10		
NUTR226	NURS 226/NUTR 226 - Nutrition/Healthcare IV	1		
PSYC225	NURS 225/PSYC 225 - Psychosocial Issues II	1		

Nursing CORE Curriculum - Quarter 6

Course No.	Course Title	Units	Term Completed	Comments
NURS230	Nurs/Thera VI-Transition	10		
PHIL234	NURS 234/PHIL 234 - Ethics and Policy III	2		
PSYC235	NURS 235/PSYC 235 - Psychosocial Issues III	1		

Total Units Required 135

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- Participate with the patient, family, significant others, and members of the healthcare team to utilize the nursing process in the provision of patient-centered care.
- Demonstrate critical thinking skills in the delivery of patient-centered care to well and ill patients.
- Employ effective communication with patients, families, significant others, and other professionals within the context of the healthcare environment.
- Demonstrate behaviors consistent with the legal and ethical framework of nursing.
- Create an environment that promotes caring and professionalism with consideration for the patient's cultural/ societal beliefs and practices.
- Utilize scientific and evidence -based knowledge, regarding alterations in health, to guide actions which promote and maintain patient-centered care.
- Demonstrate commitment, accountability, integrity, and discretionary judgment in their nursing practice.
- Recognize their role in shaping healthcare delivery.

EvCC RESIDENCY UNITS REQUIREMENT

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Required Residency Units: 45 minimum

ADDITIONAL GRADUATION REQUIREMENTS

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Phlebotomy Certificate (PHLPHC01) Active: W 2022

Checklist Items

☐ Transcript Evaluation (if applicable)

☐ Declared Program Code of 382

☐ National Background Check completed

☐ Complio immunization account created and compliant in all categories

☐ Eligibility for English 101

☐ AHA/BLS CPR Card

Course Requirements - Complete the following with a C or higher

Course No.	Course Title	Units	Term Completed	Comments
HLTH100	Medical Terminology	5		
HLTH102	Applied A & P	5		
HLTH220	Phlebotomy Tech Training	5		
HLTH221	Phlebotomy Tech Pract	4		

Total Units Required: 19

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 6 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Photography AFA (LASPHAA) Active: Su 2024

Designed for students aiming towards their professional career in the photographic arts, the concentrated AFA program of study dives deep into photography while also rounding out the experience with courses in the related disciplines of Graphics and Web Design and Studio Arts. Students graduate with a strong portfolio as well as gallery exhibition experience. Graduates and their portfolios are ready for the consideration of employers, clients, and or transfer universities.

Note: The Evergreen State College accepts the AFA degree as a block of 90 transfer units

COLLEGE SUCCESS COURSE - 2 units total

A College Success course is mandatory for all new degree-seeking students. The class may be waived due to previous college coursework or the specific course of study. Certain programs are exempt from this requirement; please see the College Success webpage for details.

Course No.	Course Title	Units	Term Completed	Comments
STEM101 or COLL101	College Success in STEM or College Success	2		

GENERAL EDUCATION REQUIREMENTS - 30 units total

Course No.	Course Title	Units	Term Completed	Comments
ENGL&101	English Composition I	5		ENGL&101(D) Recommended
	Communication Skills - complete 5 additional units	5		ENGL 105, ENGL 106, BUS 110, or CMST 204 are recommended.
	Basic Quantitative - Complete 5 units	5		MATH& 107, PHIL& 120, or BUS 130 are suggested. Note that BUS 130 is not intended for transfer.
	Natural Science - Complete 5 units	5		Any Astronomy, Atmospheric Science, Enironmental Studies, or Physics as appropriate to individual interests are recommended.
PHOTO230	History of Photography	5		
	Social Sciences – Complete 5 units	5		CMST&102, PHIL&115, PHIL110, POLS210, or SOC248 are recommended.

EMPHASIS SKILLS - 48 units total

Course No.	Course Title	Units	Term Completed	Comments
PHOTO110	Intro to Digital Photo	5		
PHOTO111	Black and White Digital Photography	5		
PHOTO210	Color Theory: Concept and Practice	5		

Course No.	Course Title	Units	Term Completed	Comments
PHOTO211	Advanced Processes for Digital Photography	5		
PHOTO195	Foundation Portfolio Rev	3		
PHOTO243	Studio Light Photo Video	5		
PHOTO244	Studio Lighting for Portraiture	5		
	PHOTO 112 or BUS 150 (Career Options)	5		
PHOTO212	Visual Thesis Project	5		
ART295	Professional Practices	5		

INTERDISCIPLINARY COURSES - 10 units total

Course No.	Course Title	Units	Term Completed	Comments
ART110	Visual Foundation/Design	5		
GRAPH110	Digital Design Tools and Visual Communication	5		

Total Units Required: 90

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- Critique work, verbally and in writing, using the foundational language of the visual arts.
- Describe and interpret, verbally and in writing, their own and other's work in the chosen program of study
- Demonstrate proficiency in the use of tools, techniques, and processes relevant to the chosen program of study.
- Create a body of work that demonstrates proficiency in the skills and personal creativity within the program of study.
- Integrate knowledge of the chosen program of study with understanding of the social, historical and aesthetic context of artistic work.
- Describe educational and/or professional opportunities and objectives in the chosen program of study.

EvCC RESIDENCY UNITS REQUIREMENT

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Required Residency Units: 30 minimum

ADDITIONAL GRADUATION REQUIREMENTS

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Physics and Astronomy AS-T (PHST2AS AST2-PHYS) Active: W 2023

Associate in Science-Transfer to Engineering, Computer Science, PHYSICS, and Atmospheric Sciences

- Prerequisites may require additional credits.
- All prerequisites must be passed with a grade of C (2.0) or higher.
- An overall GPA of 2.0 is required.

College Success Course - 2 units total

A College Success course is mandatory for all new degree-seeking students. The class may be waived due to previous college coursework or the specific course of study. Certain programs are exempt from this requirement; please see the College Success webpage for details.

Course No.	Course Title	Units	Term Completed	Comments
COLL101 *or* STEM101	College Success *or* College Success in STEM	2		STEM 101 strongly recommended.

Communication Skills - 5 units required

Course No.	Course Title	Units	Term Completed	Comments
ENGL&101	English Composition I	5		

Mathematics Courses - 20 units required

Course No.	Course Title	Units	Term Completed	Comments
MATH&151	Calculus I	5		
MATH&152	Calculus II	5		
MATH&163	Calculus 3	5		
MATH&264	Calculus 4	5		

Humanities and Social Science Courses - 15 units required

Course No.	Course Title	Units	Term Completed	Comments
	Humanities - select 1 course	5		
	Social Science - select 1 course	5		
	Humanities/Social Science - select 1 course	5		

Physics courses - 16.5 units required

Course No.	Course Title	Units	Term Completed	Comments
PHYS&241	Engineering Physics I	4		You must take PHYS& 231 and PHYS& 241 together.
PHYS&231	Engineering Phys I Lab	1.5		
PHYS&242	Engineering Physics II	4		You must take PHYS& 232 and PHYS& 242 together.
PHYS&232	Engineering Phys II Lab	1.5		
PHYS&243	Engineering Physics III	4		You must take PHYS& 233 and PHYS& 243 together.
PHYS&233	Engineering Phys III Lab	1.5		

Elective Courses – 31.5 units required

Course No.	Course Title	Units	Term Completed	Comments
PHYS&114	General Physics I	5		Prior to PHYS& 115 or PHYS& 241, complete PHYS& 114 or have completed or placed into higher-level Physics. If PHYS& 114 is not required, additional elective units will be needed. If rigorous physics has been taken in high school, this requirement may be waived by passing a placement test.
MFGT 103	Machining Lab for Engineers	2		Prior to PHYS& 233, complete MFGT 103 (or ART 130).
	Electives - complete 25.5 units.			Be sure to meet with your advisor to select the right electives for your goals. 24.5 Elective units at a minimum are required, and at least one of these courses must be a Natural Science Lab.
				Options include ASTR& 115, PHYS& 115, PHYS& 116, CHEM& 140, CHEM& 161, CHEM& 162, CHEM& 163, ENGR& 204, ENGR& 224, MATH 260, MATH 261, CS& 131, CS& 141, CS 132, CS143.

Total Units Required: 90

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- Demonstrate analytical problem solving skills.
- Apply scientific processes.
- Collaborate effectively.
- Communication technical information.
- Apply engineering design processes.

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Pre-Nursing DTA/MRP (RENPNAS) Active: Sp 2022

Everett Community College awards the Pre-Nursing Direct Transfer Agreement Degree (DTA/MRP). This plan is for those who are intending to transfer to a College or University as a Nursing Major. Be sure to work closely with your program advisor as you complete this plan.

The outlined plan is to best prepare you for your graduation from EvCC to continue your work towards your Bachelor's degree in Nursing when you transfer. By following this plan you will have earned your DTA here and completed many of the foundational courses at EvCC that will be required at the transfer institution(s).

COLLEGE SUCCESS - 2 UNITS TOTAL

College Success is mandatory for all new degree-seeking students. The class may be waived due to previous college coursework or the specific course of study. Certain programs are exempt from this requirement; please see the College Success webpage for details.

Course Number	Course Title	Units	Term Completed	Comments
COLL101 *or* HP101 *or* STEM101	College Success *or* College Success for Health Professions College Success in STEM	2		

COMMUNICATION SKILLS - 10 UNITS TOTAL

ENGL& 101 and ENGL& 102 are offered in both non-diversity and diversity versions. Be sure to check the Class Schedule on the EvCC website to determine which section you wish to choose. If a course is a diversity class, this is displayed in the Course Attributes within section details.

Course Number	Course Title	Units	Term Completed	Comments
ENGL&101	English Composition I	5		
ENGL&102	English Composition II	5		

QUANTITATIVE SKILLS - 5 UNITS TOTAL

Course Number	Course Title	Units	Term Completed	Comments
MATH&146	Intro to Statistics	5		

HUMANITIES - 15 UNITS TOTAL

Select courses from the DTA approved Humanities course list. Courses must be from 2 different disciplines. Not more than 5 Humanities Performance (HP) and/or 5 units of 100-level World Language units may be used to fulfill this requirement. Any additional Humanities units beyond 15 will be counted towards your Electives. **No more than 10 units in any one discipline may be applied to the Humanities, Social Science and Natural Science distribution areas.**

Course Number	Course Title	Units	Term Completed	Comments
CMST&220	Public Speaking	5		
	Humanities - select 2 courses	5		CMST& 210 recommended.
		5		If CMST& 210 is taken, the 3rd course may not be another CMST course.

SOCIAL SCIENCES - 15 UNITS TOTAL

Course Number	Course Title	Units	Term Completed	Comments
PSYC&100	General Psychology	5		
PSYC&200	Lifespan Psychology	5		
ANTH&206 *or* SOC&101	Cultural Anthropology *or* Intro to Sociology	5		Consult with an advisor about which one to choose.

SCIENCE AND MATH - 35 UNITS REQUIRED

Course Number	Course Title	Units	Term Completed	Comments
CHEM&121	Intro to Chemistry	5		
CHEM&131	Intro to Organic/Biochem	5		
BIOL&211	Majors Cellular	5		
BIOL&231	Human Anatomy	5		
BIOL&232	Human Physiology	5		
BIOL&260	Microbiology	5		
NUTR&101	Nutrition	5		

ELECTIVES - 8 UNITS TOTAL

Course Number	Course Title	Units	Term Completed	Comments
	Electives - 8 units of Humanities, Social Sciences, or Natural Sciences DTA distribution areas.	5		
		3		

Total Units Required: 90

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

Communication Skills

- Use diverse rhetorical strategies to optimize communication effectiveness.
- Critically analyze messages across diverse contexts.
- Apply ethical principles to the analysis and creation of messages.

Quantitative Skills

- Construct a logical argument to support a conclusion.
- Manipulate and communicate symbolic language.

Humanities

- Demonstrate an understanding of the diversity of human experience and expression.
- Engage in sustained qualitative, creative, and critical explorations.

Social Sciences

- Use evidence-based research to study individual and collective human behavior.
- Understand how diverse experiences, perspectives, cultures and social systems shape human interactions.

Natural Sciences

- Apply mathematical or scientific reasoning to STEM topics.
- Learn about and/or apply the scientific method in a laboratory setting.

Other

- Demonstrate knowledge, skills and abilities in preparation to apply for a nursing program.

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 Minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Studio Arts AFA (LASSAAA) Active: F 2023

COLLEGE SUCCESS - 2 UNITS TOTAL

A College Success course is mandatory for all new degree-seeking students. The class may be waived due to previous college coursework or the specific course of study. Certain programs are exempt from this requirement; please see the College Success webpage for details.

Course No.	Course Title	Units	Term Completed	Comments
COLL101 *or* STEM101	College Success *or* College Success in STEM	2		

COMMUNICATION SKILLS - 10 UNITS TOTAL

Select courses from the DTA approved Communication Skills course list. At least 5 units must be earned in English Composition.

Course No.	Course Title	Units	Term Completed	Comments
ENGL&101	English Composition I	5		
	Communications - select 1	5		ENGL 103 recommended

QUANTITATIVE SKILLS - 5 UNITS TOTAL

Select courses from the DTA approved Quantitative Skills course list.

Course No.	Course Title	Units	Term Completed	Comments
	Quantitative – 5 units	5		Note: BUS 130 is not intended for transfer.

GENERAL EDUCATION REQUIREMENTS - 15 UNITS TOTAL

Course No.	Course Title	Units	Term Completed	Comments
	Humanities – 5 units	5		ART H 124 recommended
	Social Science – 5 units	5		CMST& 102 recommended
	Natural Science – 5 units	5		STEM 102 5-credit course recommended

CORE ART SKILLS - 20 UNITS TOTAL

Course No.	Course Title	Units	Term Completed	Comments
ART110	Visual Foundation/Design	5		
ART115	Drawing I	5		
GRAPH110	Digital Design Tools and Visual Communication	5		
PHOTO110	Intro to Digital Photography	5		

PORTFOLIO REVIEW - 2 UNITS TOTAL

Course No.	Course Title	Units	Term Completed	Comments
ART195	Foundation Portfolio Rev	2		ART 110, ART 115, GRAPH 110, PHOTO 110 are prerequisites.

ART FOCUS - 26 UNITS TOTAL

Course No.	Course Title	Units	Term Completed	Comments
	Art Focus – 26 units			From: ART111, ART113, ART114, ART116, ART123, ART124, ART200, ART201, ART205, ART206, ART215, ART216, ART240, ART241, ART242, ART270, ART271, ART272, ART273, ART294, ART297, ART299, HUM227, ARTH124, ARTH221, ARTH222, ARTH228,

INTERDISCIPLINARY SKILLS - 5 UNITS TOTAL

Course No.	Course Title	Units	Term Completed	Comments
	Interdisciplinary Skills – 5 units	5		From: DRMA&101, DRMA102, DRMA107, ENGL105, ENGL106, ENGL108, ENGL109, FILM100, HUM227, JOURN101, JOURN110, JOURN111, JOURN170, MUSC&105, MUSC110, MUSC115, MUSC116

FINAL PRESENTATION - 5 UNITS TOTAL

Course No.	Course Title	Units	Term Completed	Comments
ART295	Professional Practices	5		ART 195 is prerequisite.

Total Units Required: 90

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- Critique work, verbally and in writing, using the foundational language of the visual arts.
- Describe and interpret, verbally and in writing, their own and other's work in the chosen program of study
- Demonstrate proficiency in the use of tools, techniques, and processes relevant to the chosen program of study.
- Create a body of work that demonstrates proficiency in the skills and personal creativity within the program of study.
- Integrate knowledge of the chosen program of study with understanding of the social, historical and aesthetic context of artistic work.
- Describe educational and/or professional opportunities and objectives in the chosen program of study.

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Systems Administrator Certificate (SYASAC20) Active F 2023

All courses must be completed with a grade of C or higher.

Computer Support Specialist Certificate Courses

Course No.	Course Title	Units	Term Completed	Comments
STEM103	Introductory Scripting using Python	3-5		
IT111	Networking 1	5		
IT161	Computing Hardware/Tech	5		
IT162	Computing & Troubleshoot	5		
IT180	Information Security	5		

Subtotal: 23 units

Systems Administrator Course Requirements

Course No.	Course Title	Units	Term Completed	Comments
IT202	Server Admin	5		
IT210	Network Application Supp	5		
IT240	Linux Systems Administration	5		
IT261	Cloud Fundamentals	5		

Subtotal: 20 units

Total Units Required: 43

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 14 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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marital status, actual or perceived disability, use of service animal, economic status, military or veteran status, spirituality or religion, or genetic information in its programs, activities, or employment. Contact the following people with inquiries or complaints regarding discrimination, Title IX compliance, or Americans with Disabilities Act compliance: Equal Opportunity Director: EqualOpportunity@everettcc.edu, 425-388-9271; ADA Coordinator: ADAcoordinator@everettcc.edu, 425-388-9232; Title IX Coordinator: TitleIXCoordinator@everettcc.edu, 425-388-9271. All offices are located in Olympus Hall 111, 2000 Tower St. Everett, WA 98201. For more information, visit the Equal Opportunity and Title IX website: EverettCC.edu/EqualOpportunity.

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Web Design Certificate (DMWIWC20) Active F 2023

Course Requirements - Complete the following with a C or better

Course No.	Course Title	Units	Term Completed	Comments
GRAPH110	Digital Design Tools and Visual Communication	5		
GRAPH113	Graphic Design Typography	5		
GRAPH118	Graphic Design Process	5		
GRAPH130	Coding For Web Design	5		
GRAPH201	Graphic Design I	5		
GRAPH240	Graphic Design for Web	5		
GRAPH242	Content Mgment Systems	5		
GRAPH292	Bus Practices Graph Desg	2		

Total Units Required: 37

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 12 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Welding ATA (WETWEAPT) Active: Su 2024

Welding ATA Details

The ATA is a technical degree that includes emphasis in developing professional welding and fabrication skills as well as providing a grounding in general studies.

- This program is approximately two years in length for full-time involvement.
- It is a total of 90 units. Technical Electives can be adjusted to be sure you are at 90 units upon program completion.
- Upon completion of this ATA students qualify and may apply for a High School Diploma from EvCC.
- A 2.0 GPA is required to earn the degree.

Student Name: **Advisor Signature:**

Related Instruction – 13 to 15 units total

Course No.	Course Title	Units	Term Completed	Comments
WELD105 *or* TS86 *or* MATH86 *or* higher	Intro to Fab Planning *or* Introduction to Algebra *or* Essentials of Intermediate Algebra *or* higher level Math	5		WELD105 is recommended.
WELD106 *or* CMST&210 *or* ENGL&101 *or* ENGL98 *or* TS98	Introduction to Fabrication Documentation *or* Interpersonal Communication *or* English Composition I *or* Intro to College Writing *or* Intro/College Essays	5		WELD106 is recommended
BUS110 *or* BUS165 *or* CMST&210 *or* CMST&230 *or* HDEV155	Business Communications (D) *or* Service Essentials for Business *or* Interpersonal Communication *or* Small Group Communication *or* Human Relations in the Workplace	3-5		BUS 110 is recommended to meet the diversity requirement

Technical Core Requirements – 31 units total

Course No.	Course Title	Units	Term Completed	Comments
WELD101	Introduction to Welding	5		
WELD111	Basic Layout	2		
MFGT100	Success & Safety	5		
WELD150	Blueprint Reading for Ind	5		
WELD151	Carbon Steel Metallurgy	3		Only offered Fall quarter
WELD152	Weld Base Mtrls: Process	3		Only offered Winter quarter
WELD153	Non-Ferrous Metallurgy	3		Only offered Spring quarter
WELD160	Introduction to Welding Nondestructive Testing	5		

Welding Practical - 44 units or as many as needed to total 90

All courses except Weld 190 may be repeated for credit.

Welding Skills – 25 or more units from the following:

Course No.	Course Title	Units	Term Completed	Comments
WELD 190	Oxy-acetylene Welding and Cutting	5		Cannot be repeated for credit.
WELD 191	Basic Arc Welding	5 - 10		
WELD 291	Basic Arc Welding 2	5 - 10		
WELD 192	Advanced Arc Welding	5 - 10		
WELD 292	Advanced Arc Welding 2	5 - 10		
WELD 193	Basic Pipe Welding	5 - 10		
WELD 194	Gas Tungsten Arc Welding (TIG)	5 - 10		
WELD 294	Gas Tungsten Arc Welding 2	5 - 10		
WELD 195	Gas Metal Arc Welding (MIG)	5 - 10		
WELD 196	Flux Core Arc Welding *and*	5 - 10		
WELD 296	Flux Core Arc Welding 2	5 - 10		

Welding Skills Units Completed: _____ (Must be 25 or more units)

Fabrication – 10 or more units from the following:

Course No.	Course Title	Units	Term Completed	Comments
WELD 205	Fabrication Workshop Improvement	5		
WELD 210	Heavy Plate Fabrication	5		
WELD 211	Sheet Metal Fabrication	5		
WELD 212	Pipefitting & Pipe Sys Fab	5		
WELD 213	Practical Fabrication & Advanced Welding Techniques	5		
WELD 216	Advanced TIG Welding	5		
WELD 285	Computer Numeric Controlled (CNC) Plasma/Waterjet Cutting	5		
WELD 231	Welding Capstone	5		
WELD 290	Advanced Material Cutting and Processing	5		

Fabrication Skills Units Completed: _____ (Must be 10 or more units)

Electives – 4 or more units

(Discuss other course options with your program advisor.)

Course No.	Course Title	Units	Term Completed	Comments
WELD 225	Welding Skills Building	3		
WELD 226	Welding Skills Building 2	3		
WELD 295	Work Experience Internship	1-5		
WELD 297	Work Experience Internship 2	1-5		
MFG T 119	Intro to Robotics	5		

Elective Units Completed: _____ (4 to 6 units, more are RECOMMENDED)

Requirement Review

Grade Point Average		**Must be 2.0 or higher**
Total Units Earned		**Must be 90 or more**

Total Units Required: 90

Interested in transferring to a university?

Students completing this ATA degree can transfer directly to the Information Technology and Administrative Management (ITAM) program at Central Washington University or the Manufacturing Operations program at Clover Park Technical College to pursue a Bachelor of Applied Science (BAS) degree. Go to CWU BAS-ITAM or Clover Park - BAS OM for more information.

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. The course and units earned will be counted towards the appropriate distribution area (i.e., Humanities, Social Science).

PROGRAM LEARNING OUTCOMES

- Build skills toward industry standards.
- Build skills toward State and National welding certifications.
- Work as an effective and dependable team member as well as independently.
- Demonstrate safe work habits that reflect concern and care for self, others and the environment.
- Develop the skills necessary to secure employment.

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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WRITTEN ARTS AFA (LASWAAA) Active W 2010

COLLEGE SUCCESS - 2 UNITS TOTAL

A College Success course is mandatory for all new degree-seeking students. The class may be waived due to previous college coursework or the specific course of study. Certain programs are exempt from this requirement; please see the College Success webpage for details.

Course No.	Course Title	Units	Term Completed	Comments
STEM101 *or* COLL101	College Success in STEM or College Success	2		

COMMUNICATION SKILLS - 10 UNITS TOTAL

Course No.	Course Title	Units	Term Completed	Comments
ENGL&101	English Composition I	5		
ENGL&102 *or* ENGL&235 *or* ENGL103 *or* ENGL105	Composition II *or* Tech Writing & Research *or* The Critical Paper *or* Creative Non-Fiction	5		

QUANTITATIVE SKILLS - 5 UNITS TOTAL

Course No.	Course Title	Units	Term Completed	Comments
	Quantitative – 5 units	5		

GENERAL EDUCATION REQUIREMENTS - 15 UNITS TOTAL

Course No.	Course Title	Units	Term Completed	Comments
	Humanities - select 1 course other than English	5		
	Social Sciences - select 1	5		
	Natural Sciences - select 1	5		

EMPHASIS SKILLS - 38 UNITS TOTAL

Course No.	Course Title	Units	Term Completed	Comments
	Core - Complete 30 units	5		From Courses ENGL210, ENGL105, ENGL109, ENGL168, ENGL206, ENGL106, ENGL108, ENGL110, ENGL165, ENGL166, ENGL169, ENGL205, ENGL208, ENGL209
		5		

Course No.	Course Title	Units	Term Completed	Comments
		5		
		5		
		5		
		5		
	Electives - Complete 8 units	5		From Courses ENGL&111, ENGL&246, ENGL&246, ENGL233, ENGL252, ENGL120, ENGL240, ENGL253, ENGL229, ENGL240, ENGL251, ENGL173, ENGL263, ENGL263
		3		

INTERDISCIPLINARY SKILLS - 20 UNITS TOTAL

Course No.	Course Title	Units	Term Completed	Comments
	Interdisciplinary Skills – Complete 15 units	5		From Courses ART&100, ART110, ART115, ARTH124, ART200, ART205, ART270, CMST&102, CMST&220, CMST104, DRMA&101, DRMA102, DRMA107, FILM100, GRAPH120, GRAPH201, GRAPH202, JOURN101, JOURN110, JOURN170, MUSC&105, MUSC&141, MUSC110, MUSC115, MUSC116, PHOTO110, PHOTO121, PHOTO151, PHOTO210, PHOTO230, PHOTO243
		5		
		5		
ENGL299	Final Presentation / Project	5		This is a variable credit course. Review how many units you will need for ENGL299: Special Projects with your advisor. The Written Arts AFA requires 90 units total.

Total Units Required: 90

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. No units will appear in this section as completed. The course and units earned will appear below and be counted towards the appropriate distribution area (for example, Humanities or Social Sciences).

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Aerospace Composites Technician Certificate (PETATC20) Active: W 2017

Composites Certificates are Stackable

This certificate may be considered a stand-alone credential for people seeking to enter the composite manufacturing field, or as the first level of a stackable set of certificates in the degree pathway of the Advanced Manufacturing Tech – Composites Associate in Technical Arts degree

Course Requirements - Complete the following with a C or better

Course No.	Course Title	Units	Term Completed	Comments
CT102	Composite Technology 1	20		
CT203	Composite Technology 2	20		

Total Units Required: 40

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 13 units minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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Associate in General Studies (LASGSAGS) Active: Winter 2023

The degree in Associate in General Studies is designed for students who wish to complete a degree in general studies.

To earn this degree, the student must successfully complete a minimum of 90 units with a cumulative GPA of at least 2.0. At least 30 of these units must be in traditionally graded courses numbered 100 or above.

Courses designed solely for high school completion programs may not be used for the AGS. At EvCC these courses are: WFT 79, 81, 83, 84, 89; all courses with GED prefix; all courses with HSC prefix; TS 31, 32, 33, 34, 35, 36, 51, 52, 53, 54, 55, and 56.

COLLEGE SUCCESS - 2 UNITS TOTAL

A College Success course is mandatory for all new degree-seeking students. The class may be waived due to previous college coursework or the specific course of study. Certain programs are exempt from this requirement; please see the College Success webpage for details.

Course Number	Course Title	Units	Term Completed	Comments
COLL101 *or* STEM 101	College Success *or* College Success in STEM	2		

COMMUNICATION SKILLS - 5 UNITS TOTAL

5 units, selected from ENGL 98 or ENGL& 101, or CMST& 210 or 220. High school equivalent courses may not be substituted.

Course Number	Course Title	Units	Term Completed	Comments
ENGL98 *or* ENGL&101 *or* CMST&210 *or* CMST&220	Intro to College Writing *or* English Composition I *or* Interpersonal Communication *or* Public Speaking	5		

QUANTITATIVE SKILLS - 5 UNITS TOTAL

5 units, to be selected from any EvCC Math course numbered 76 or above (Math 78/79 not allowed), or any 5-unit course that meets the Basic Quantitative Skills requirement of the AAS-DTA degree. High school equivalent courses may not be substituted.

Course Number	Course Title	Units	Term Completed	Comments
		5		

HUMANITIES, SOCIAL SCIENCES, and NATURAL SCIENCES - 15 UNITS TOTAL

Courses must be from three different distributions across Humanities, Social Sciences, and Natural Sciences.

5 units selected from the Humanities list of the published AAS-DTA.

Course Number	Course Title	Units	Term Completed	Comments
		5		

5 units selected from the Social Sciences list of the published AAS-DTA.

Course Number	Course Title	Units	Term Completed	Comments
		5		

5 units selected from the Natural Sciences list of the published AAS-DTA.

Course Number	Course Title	Units	Term Completed	Comments
		5		

ELECTIVES - 63 UNITS TOTAL

Keep in mind at least 30 units must be in traditionally graded courses numbered 100 or above. Depending on the courses taken for Communications and Quantitative Skills, a minimum range of 3 to 13 elective units will need to be at the 100-level or higher.

Course Number	Course Title	Units	Term Completed	Comments
	Electives - Complete 63 units			

Total Units Required: 90

DIVERSITY COURSE REQUIREMENT

Complete one diversity class with a grade of D or better. This is an EvCC institutional requirement and must be completed in order to receive any degree from Everett Community College. Though units will appear in this section as completed, they are not counted in the overall earned units for the degree. The course and units earned will appear above and be counted towards the appropriate distribution area (Humanities, Social Science, etc.).

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any associate degree, at least 30 units must be earned at Everett Community College and apply towards the degree being awarded. These units must be traditionally graded and calculated in the EvCC GPA. Where applicable, a maximum of 3 physical education activity units (A-List electives only) may be included in the 30 residency units.

Required Residency Units: 30 Minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfillment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in **EvCC Graduation Requirements** or in the **Current Catalog** on the EvCC website.

NON-DISCRIMINATION STATEMENT

Everett Community College does not discriminate based on, but not limited to, race, color, national origin, citizenship, ethnicity, language, culture, age, sex, gender identity or expression, sexual orientation, pregnancy or parental status, marital status, actual or perceived disability, use of service animal, economic status, military or veteran status, spirituality or religion, or genetic information in its programs, activities, or employment. Contact the following people with inquiries or complaints regarding discrimination, Title IX compliance, or Americans with Disabilities Act compliance: Equal Opportunity Director: EqualOpportunity@everettcc.edu, 425-388-9271; ADA Coordinator: ADAcoordinator@everettcc.edu, 425-388-9232; Title IX Coordinator: TitleIXCoordinator@everettcc.edu, 425-388-9271. All offices are located in Olympus Hall 111, 2000 Tower St. Everett, WA 98201. For more information, visit the Equal Opportunity and Title IX website: EverettCC.edu/EqualOpportunity.

EVERETT COMMUNITY COLLEGE
Stay Close... Go Far

Avionics Technician Certificate (AMTATC20) Active: F 2023

STUDENTS MUST BE ENROLLED FULL-TIME.

The courses cannot be taken individually.

All courses must be completed with a C or better.

Note: In order to work in an FAA-authorized repair station as an avionics technician, students must possess either a National Center for Aerospace & Transportation Technologies (NCATT) Aircraft Electronics Technician (AET) certificate, or a Federal Communications Commission (FCC) General Radiotelephone Operator License (GROL). Both the certificate and license are granted to students who complete the two-quarter Avionics program and pass the exams.

Aircraft Electronics Certificate Course Requirements

Course No.	Course Title	Units	Term Completed	Comments
AVIO101	Electrical Fund	8		
AVIO102	Electronic Fund	8		

Aircraft Troubleshooting Certificate Requirements

Course No.	Course Title	Units	Term Completed	Comments
AVIO103	Aircraft Wiring Systems	2		
AVIO106	Basic Troubleshooting	2		
AVIO204	Advanced Avionics Troubleshooting	2		

Aircraft Avionics Systems Certificate Requirements

Course No.	Course Title	Units	Term Completed	Comments
AVIO201	Aircraft Basic and Electronic Instrument Systems	8		
AVIO202	Avionics Systems for A&P	8		
AVIO203	Avionics Communications	2		

Total Units Required: 40

EvCC RESIDENCY UNITS REQUIREMENT

In order to be eligible to earn a diploma from EvCC for any certificate, at least 1/3 of the units must be earned at Everett Community College and apply towards the certificate being awarded. These units must be traditionally graded and calculated in the EvCC GPA.

Required Residency Units: 13 minimum

ADDITIONAL GRADUATION REQUIREMENTS

In addition to the applicable Diversity and Residency Units requirements, EvCC has other graduation requirements for all certificates and degrees, including which version of credential requirements should be met, a cumulative GPA of at least 2.0, fulfilment of all obligations to the college (financial or otherwise), and filing of an application for graduation. Details can be found in EvCC Graduation Requirements or in the Current Catalog on the EvCC website.

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