## NONCREDIT PROGRAM

408.852.2824

**ALL CLASSES ARE OPEN ENTRY / EXIT AND FREE OF CHARGE.**

<table>
<thead>
<tr>
<th>CRN</th>
<th>Type</th>
<th>Room</th>
<th>Instructor</th>
<th>Units</th>
<th>Days</th>
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<td>40854</td>
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### ALLIED HEALTH

#### AH 793 Personal and Career Development

**Transferable:** No

A wide variety of lectures on general themes offered to students throughout the academic year who want short-formatted content to augment their personal, academic and career development. General themes to be explored are: Communication, Interpersonal Skills, Pre-employment, Decision-Making, Financial Literacy, Career and Personal Development and Self-Management with Nutrition. This noncredit course is a combination of lecture, self-assessments, group activities and individual modules.

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### ENGLISH AS A SECOND LANGUAGE

#### ENGL 756 GED Preparation

**Transferable:** No

This course is designed to prepare the student to pass the five General Education Development (GED) tests in Writing, Social Studies, Science, Literature and Mathematics. English grammar and usage, reading comprehension, writing, vocabulary and computational skills are emphasized. The course is designed for students who are 18 years of age or older and elect to take the High School Equivalency Examination. This course may be repeated three times.

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#### ESL 702A ESL Citizenship

**Transferable:** No

This course is designed for second language learners that want to prepare for the United States Citizenship test given by the Department of Immigration and U. S. Naturalization Services. The focus will be on communicative English skills and knowledge of American History and Government required for passing the test to become a citizen of the United States. Readings are at the high-beginning/low-intermediate ESL level and will focus on the historical period beginning in the 1600’s on through to 1980.

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#### ESL 704A ESL for the Workplace

**Transferable:** No

This is part A of a content-based integrated skills course for ESL students who want to prepare for immediate entry into the job force. Students expand their language skills within the realm of the work world and specific vocational career of interest while also developing the soft skills needed in the workplace. This course is a combination of lecture, lab, and self-paced instruction. This course may be repeated three times.

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#### ESL 775 ESL Literacy I

**Transferable:** No

This is a pre-ESL survival course that is designed for students with very limited reading/writing skills. The focus is on letter formation, sight-sound recognition and decoding skills. ADVISORY: Placement by the CASAS test.

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#### ESL 784 NC ESL Lifeskills 1A

**Transferable:** No

This is the first course in a series of English classes for students with very little oral or written English competency. It will give students basic vocabulary and familiarity in life skill areas such as family, food, health, and occupations to manage in the real world. This course emphasizes oral communication and integrates listening, speaking, reading and writing. ADVISORY: Placement into ESL Level 1 by the CASAS placement test.

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#### GED Preparation

This course now offered on campus

In order to receive federal financial aid, students must have a high school diploma, or GED. Sign up today, see page 66 for details.

This class is open entry / open exit and FREE of charge.
### LIB 732 - Introduction to Online Gavilan

**Transferable:** No

This course will show students how to log into their online courses, find resources, records and grades, financial aid, tutoring and technical support. Above class meets at Calaveras Elementary School, Room D1 in Hollister.

**CRN** 40864  
**Type** Lec  
**Room** MHG3  
**Instructor** L Bowles Hasbany  
**Units** TR 0900-1200

### LIB 736 - Library Research: Develop a Topic

**Transferable:** No

This course will help students develop a topic, concept mapping, evaluating the validity of a topic for a paper, finding supporting evidence for a thesis statement, making effective use of evidence from online and print sources and established citation style rules regarding use published materials. Above class meets off-campus: Class location to be determined. Call (408) 852-2824 for information.

**CRN** 40866  
**Type** Lec  
**Room** CTC3  
**Instructor** J Howell  
**Units** MW 0630-0930

### LIB 740 - Information Competency for Nursing Assistants

**Transferable:** No

This is the third course in a series of English classes for students with little oral or written English competency. Through listening, speaking, reading and writing activities, students learn to use grammatical structures of English with increasing accuracy while gaining basic life skills. This course begins to prepare students for transfer into the ESL credit program. ADVISORY: Placement into AH11 (Nutrition).

**CRN** 40867  
**Type** Lec  
**Room** CTC3  
**Instructor** N Vargas  
**Units** MW 0900-1200

### LIB 741 - Information Competency for the Life Cycle

**Transferable:** No

This course will show students how to log into their online courses, find resources, records and grades, financial aid, tutoring and technical support. Above class receives an email disted@gavilan.edu. Deadline you may be dropped. For help, contact your instructor or email disted@gavilan.edu.

**CRN** 40868  
**Type** Lec  
**Room** CALAVR  
**Instructor** J Villicana  
**Units** W 0730-0930

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### Purchase Parking

Permits ONLINE!

Login to Self-Service Banner, click on Student, then click on Purchase a Parking Permit. Pay online and get your pass in the mail.

**Spring Passes $40 Days, $20 Evenings**

Permits go on Sale on January 6th

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**Library Information:**

**LIB 732 - Introduction to Online Gavilan**

Introduction to the online classes and student services at Gavilan College. This course will show students how to log into their online courses, find lectures, assignments and exams, take part in online class discussions, submit attachments, and view their grades. The course will also cover all the online student services available to the distant student, including counseling, library resources, records and grades, financial aid, tutoring and technical support.

**CRN** 40866  
**Type** Lec  
**Room** MHG3  
**Instructor** L Bowles Hasbany  
**Units** TR 0900-1200

**LIB 736 - Library Research: Develop a Topic**

Designed for entry-level students, this introductory course provides bite-sized exercises using a variety of library sources to show effective methods for developing quality research papers. These include brainstorming a topic, concept mapping, evaluating the validity of a topic for a paper, finding supporting evidence for a thesis statement, making effective use of evidence from online and print sources and established citation style rules regarding use published materials.

**CRN** 40867  
**Type** Lec  
**Room** CTC3  
**Instructor** J Howell  
**Units** MW 0630-0930

**LIB 740 - Information Competency for Nursing Assistants**

Online information competency modules that step through the process of finding and evaluating online health resources. These tutorials are paced with AH180 (Fundamentals of Nursing - Convalescent).

**CRN** 40868  
**Type** Lec  
**Room** CTC3  
**Instructor** N Vargas  
**Units** MW 0900-1200

**LIB 741 - Information Competency for the Life Cycle**

Online information competency modules that step through the process of finding and evaluating online health resources. These tutorials are paced with AH3 (The Person in the Life Cycle).

**CRN** 40869  
**Type** Lec  
**Room** CALAVR  
**Instructor** J Villicana  
**Units** W 0730-0930

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**Library Hours:**

Mon-Thurs, 8 am - 7 pm, Friday, 8 am - 4 pm

**Library Services:**

- NEW BOOKS
- USED BOOKS (25% LESS THAN NEW)
- BOOK BUY BACK
- Online information competency modules that step through the process of finding and evaluating online health resources. These tutorials are paced with AH11 (Nutrition).

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**Bookstore:**

Order your textbooks @ www.gavilan.BKSTR.com

**RETURN Policy:**

- Refunds given UP TO SEVEN DAYS from start of class.
- Always have your receipt.
- Always make sure new books have not been written in.
- Shrink wrap sets should be unopened.
- We accept all major credit cards and checks with ID.

**HOURS:**

- Mon-Thurs, 8 am - 7 pm, Friday, 8 am - 4 pm

**Students can now save 50% or more by renting textbooks!**

Go to rent-a-text.com or see store for details.