ALL STUDENTS REGISTERED IN ONLINE AND/OR HYBRID COURSES MUST HAVE A CURRENT E-MAIL ADDRESS ON FILE IN CHAFFEYVIEW.

ARE YOU READY FOR DISTANCE EDUCATION LEARNING?
To learn more about Chaffey’s online and hybrid classes and to determine if your learning style is compatible with this type of learning, visit the Distance Education website at www.chaffey.edu/onlineed. To learn more about Moodle and some of the online tasks that might be required in online and hybrid courses, review the Moodle Student Quick Start Guide and/or the online videos and tutorials on the DE website. You are also encouraged to participate in the online orientation available the week prior to the start of each term’s classes. Access the orientation by going to www.chaffey.edu/onlineed and following the links to signing on to Moodle.

WHAT ARE THE TECHNICAL REQUIREMENTS?
Students considering an online or hybrid class should have easy and regular access to a personal computer with the following minimum capabilities:

- Access to the internet through DSL, cable, FIOS or other high speed connection
- Use of a major browser such as Microsoft Internet Explorer, Firefox, Google Chrome, or Safari
- Operating systems: Windows XP or higher; Mac OS X Panther or Android
- An active e-mail account that permits attachments to be delivered and received
- Ability to view PowerPoint presentations
- Ability to view and create Word documents, or .rtf files

Some online classes may require the following:

- Ability to view iPod content (Quicktime)
- Ability to view streaming video

INFORMATION REGARDING REGISTRATION, THE WAITLIST/ADD PROCESS, INITIAL INSTRUCTOR CONTACT AND ONLINE ACCESS IS BELOW FOR HYBRID CLASSES.

Kinesiology: Lecture (KINLEC)

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<th>SECTION #</th>
<th>INSTRUCTOR</th>
<th>HOURS</th>
<th>DAYS</th>
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<tbody>
<tr>
<td>KINLEC-15</td>
<td>R.Baiz</td>
<td>3.00</td>
<td>MW</td>
<td>FNAC-110</td>
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<td>7:00pm-8:45pm</td>
<td>06/08/15-07/27/15</td>
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UNIT LIMIT

Effective Summer 2014, students exceeding 100 units earned (excluding 500-level courses) lose their registration priority.

Per California Community College state regulatory changes. See www.chaffey.edu/student-success for more info.
**SUMMER 2015 ONLINE CLASSES**

Beginning and ending dates are listed for all classes.

_class offerings – particularly instructor assignment – are subject to change without notice_

### ONLINE CLASSES

Online classes are attended exclusively on the internet; there are no campus meetings. However, some online classes do require specific dates or times for interactive internet class activities. Instructors provide details of these and other requirements in the course syllabus.

### REGISTERING FOR ONLINE CLASSES

Students register for online courses using the same registration process used for on-campus courses. See the Registration area for additional information.

### ENROLLED STUDENTS

Students are officially enrolled in an online course when they have completed the online registration process on MyChaffeyVIEW or in person, and have a Chaffey Registration Receipt that indicates they have both registered and paid for the course.

### ONLINE CLASS WAIT LISTS

The waitlist process for online classes is the same as it is for face-to-face classes; see page 10. Students wishing to add an online class after wait lists close should follow the Wait listed/Add Process below.

### ONLINE CLASS WAIT LIST/ADD PROCESS

1. Add your name to the course wait list on MyChaffeyView. If the waitlist is closed, go to step 2.
2. Contact the instructor to let him/her know you would like to add the class, just as you would attend the first class meeting in a face-to-face class.
3. To contact an Instructor:
   - Go to the Current Course List on the Distance Education website.
   - Find the class you have been waitlisted on or that you would like to add.
   - Select the course section number link.
   - Complete the Instructor Contact form.
   - Submit the form. This will send an email with your contact information to the instructor.
   - If the instructor is able to add you to the class, they will send you an email with an add code.

### ONLINE CLASS CONTACT INFORMATION:

- **Contact links are available for two weeks.** They are made available after noon one week before the course start date, and will remain available through the first week of the class. Example: If the start date of the class is 06/08/15, the contact link will be available after noon on 06/01/15 and will remain available through 06/11/15, or until the instructor has received enough requests to fill the class.
- Students whom they are able to accommodate. So if you have requested to add an online class, and have not received an authorization code by the end of the first week of the class, you should make an alternate class selection.
- If the instructor is able to add you to the class, they will send you an email with an add code.

### FEE PAYMENTS

Students receiving Financial Aid, 3rd party sponsored billing, and students enrolled in the Facts Payment plan (see www.chaffey.edu/cashier/facts.shtml) will not be dropped from their classes for non-payment.

For everyone else, payment is due not more than 10 calendar days from the date of registration (including holidays and weekends).

For more detailed information, see the Payment Deadline information on pages 11-14 and Payment Date Due Chart on page 15.

### PRIORITY REGISTRATION

**Effective Summer 2014, priority registration has been legally mandated for the following student groups:**

- Eligible veterans
- Foster youth
- Active EOPS, DPS, and CalWorks students.

Per the Student Success Act of 2012, Senate Bill 1456, signed into law in September 2012. See www.chaffey.edu/student-success for more info.
### Anthropology (ANTHRO)

**ANTHRO-3 Introduction to Social and Cultural Anthropology**
Advisory: Eligibility for ENGL-1A as determined by the Chaffey assessment process, or completion of ENGL-475 or ESL-475.
Introduction to how anthropologists do their work, employ professional anthropological research ethics, and apply their perspectives and skills to the understanding of humans around the globe. (C-ID ANTH 120)
Materials Fee: $0.00
Grading: Letter grade only

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### Business and Office Technologies (BUSOT)

**BUSOT-63 MS Office Excel - Comprehensive**
Advisory: Completion of BUSOT-40A and 60A.
Use advanced formulas and features to create worksheets, including spreadsheets, charts, pivot tables, IF functions, templates, and sorting and filtering records.
Materials Fee: $3.00
Grading: Letter grade only

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### Computer Information Systems: Core (CIS)

**CIS-1 Introduction to Computer Information Systems**
Principles and applications of computers including their role in business and society. Provides computer competency for Computer Information systems majors and non-majors. (C-ID ITIS 120 and BUS 140)
Materials Fee: $0.00
Grading: Letter grade only

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### Gerontology (GERO)

**GERO-422 Dementia Care**
The study of dementing illness from a gerontological perspective, including normal aging versus dementia, Alzheimer’s Disease and other dementias, and the assessment and treatment of dementing illnesses. Overview of medical and social models of care, the influence of environmental design, ethical issues, cultural differences that affect the experience of dementing illness and care, and the availability of community resources for those with dementia.
Materials Fee: $0.00
Grading: Letter grade only

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### History (HIST)

**HIST-1 World History: Pre-Civilization to 1500**
Prerequisite: Eligibility for ENGL-1A as determined by the Chaffey assessment process, or satisfactory completion of ENGL-475 or ESL-475.
Comparative study of the world’s major civilizations from pre-history to 1500 in Eurasia, Africa, and the Americas. Similarities and differences between the civilizations and their influences on human history.
Materials Fee: $0.00
Grading: Letter grade only

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Kinesiology: Lecture (KINLEC)  

KINLEC-15 Diet and Fitness  3.00 UNITS  
A lifestyle approach to fitness, including the study of nutrition, disease prevention, increased cardiovascular endurance, increased strength, flexibility, stress management, and considerations of aging on the body. 
Materials Fee: $3.00  
Grading: Letter grade only  
83737 R.Baiz  
06/08/15-07/28/15 Last day to add: 06/17/15  
83830 A.Henry  
06/08/15-07/28/15 Last day to add: 06/15/15  

Political Science (PS)  

PS-1 American Politics  3.00 UNITS  
Advisory: Completion of ENGL-1A. Study of the American political process and institutions. Analysis of the organization and function of California’s state and local governments. (C-ID POLS 110)  
Materials Fee: $0.00  
Grading: Letter grade only  
83690 P.Tang  
06/08/15-07/28/15 Last day to add: 06/17/15  

Psychology (PSYCH)  

PSYCH-1 Introduction to Psychology  3.00 UNITS  
Advisory: Completion of GUID-2, and eligibility for ENGL-1A as determined by the Chaffey assessment process or completion of ENGL-475 or ESL-475. Survey of psychology, including research methods, history and systems, lifespan, perception, learning and memory, cognition, psychological disorders and treatment, social behavior, and brain mechanisms. (C-ID PSY 110)  
Materials Fee: $0.00  
Grading: Letter grade only  
83625 A.Sadowski  
06/08/15-07/28/15 Last day to add: 06/17/15  

Sociology (SOC)  

SOC-16 Marriage, Family, and Relationships  3.00 UNITS  
Advisory: Eligibility for ENGL-1A as determined by the Chaffey assessment process, or completion of ENGL-475 or ESL-475. Cross-cultural, social class, gender, and ethnic variation in marriages, families, and relationships. Emphasis on the application of theories, research, and social factors. (C-ID SOCI 130)  
Materials Fee: $0.00  
Grading: Letter grade only  
83649 J.Song  
06/08/15-07/28/15 Last day to add: 06/17/15