



This addendum to the 2017-18 American River College Catalog contains important changes and additions. This addendum was updated after the 2017-2018 American River College Catalog went to press in April.

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 Added degree: Biology A.S. for Transfer Degree (Catalog–p 154)

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 New courses added to the 2017-2018 College Catalog

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**AMERICAN RIVER
 COLLEGE**

4700 College Oak Drive
 Sacramento, CA 95841
 (916) 484-8011
 www.arc.losrios.edu
 Los Rios Community College District

The degree program listed here is an addition to the Catalog 2017-2018.

For a complete listing of programs and courses in Biology and Biotechnology, please see Catalog 2017-2018, page 154

Area: Science and Engineering
 Dean: Dr. Rina Roy
 Phone: (916) 484-8107
 Counseling: (916) 484-8572

Degree: A.S. for Transfer - Biology
 A.S. - Biotechnology
 A.S. - General Science
 Certificate: Biotechnology

Biology A.S. for Transfer Degree

Major Code, CSU GE: 011095A01

Major Code, IGETC: 011095A02

The Associate in Science in Biology for Transfer degree provides students with a major that fulfills the general requirements of the California State University for transfer. Students with this degree will receive priority admission with junior status to the California State University system. The Associate in Science in Biology for Transfer (AS-T) degree may be obtained by the completion of 60 transferable, semester units with a minimum 2.0 GPA, including (a) the major or area of emphasis described in the Required Program outlined below (earning a C or better in these courses) and (b) the Intersegmental General Education Transfer Curriculum for Science, Technology, Engineering, and Mathematics (IGETC-STEM).

Student Learning Outcomes

Upon completion of this program, the student will be able to:

- apply the scientific method: define problems clearly, construct testable hypotheses, design and execute appropriate experiments, analyze data, and justify appropriate conclusions.
- demonstrate knowledge of scientific terminology and interpret principle concepts of biology.
- demonstrate content knowledge, laboratory skills, and study skills to be successful at a four-year institution.
- record and analyze data using appropriate laboratory skills and instrumentation.

- assemble and critically evaluate technical information from the scientific literature.
- apply safe laboratory practices.
- work effectively in groups, as leaders or team members, to solve problems and interact productively with a diverse group of peers.
- demonstrate awareness of the role of biology in contemporary societal and global issues.

Requirements for Degree 31-39 Units

BIOL 400	Principles of Biology	5
BIOL 415	Introduction to Biology: Biodiversity, Evolution, and Ecology (5)	5 - 10
or [BIOL 410 and BIOL 420	Principles of Botany (5) Principles of Zoology (5)]	
CHEM 400	General Chemistry I	5
CHEM 401	General Chemistry II	5
MATH 350	Calculus for the Life and Social Sciences I (3).....	3 - 5
or MATH 355	Calculus for Biology and Medicine I (4)	
or MATH 400	Calculus I (5)	
[PHYS 350	General Physics (4)	8 - 9
and PHYS 360	General Physics (4)]	
or [PHYS 410	Mechanics of Solids and Fluids (5)	
and PHYS 421	Electricity and Magnetism (4)]	

Associate in Science for Transfer Degree: The Associate in Science in Biology for Transfer (AS-T) degree may be obtained by completion of 60 transferable, semester units with a minimum 2.0 GPA, including (a) the major or area of emphasis described in the Required Program, and (b) the Intersegmental General Education Transfer Curriculum for Science, Technology, Engineering, and Mathematics (IGETC for STEM).

The certificate program listed here is an addition to the Catalog 2017-2018.

For a complete listing of programs and courses in Business Technology, please see Catalog 2017-2018, page 171

<p>Area: Business & Computer Science Dean: Raquel Arata (Interim) Phone: (916) 484-8361 Counseling: (916) 484-8572</p>	<p>Degrees: A.A. - Administrative Professional A.A. - Virtual Administrative Professional</p> <p>Certificates: Business Information Worker Law Office Clerical Assistant Office Technology Virtual Office Professional</p> <p>Department Certificate: Office Assistant</p>
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Business Information Worker Certificate

Major Code: 011046C01

This certificate prepares students for entry-level office, computer, and administrative support positions in a variety of industries.

Student Learning Outcomes

Upon completion of this program, the student will be able to:

- demonstrate proficiency in business technology applications.
- demonstrate proficiency in business administration skills.
- demonstrate proficiency in business communication skills.
- apply customer service skills in a business environment and provide a positive customer service experience.

Career Opportunities

Students who successfully complete this certificate are prepared for entry-level positions in office, computer, and administrative support positions in a variety of industries.

<u>Requirements for Certificate</u>	<u>19 Units</u>
BUS 100 English for the Professional.....	3
BUS 224 Customer Service.....	1
BUS 310 Business Communications.....	3
BUSTEC 101 Computer Keyboarding: 10-Key.....	1
BUSTEC 126 Outlook: Basics (1)	1
or CISA 126 Outlook: Basics (1)	
BUSTEC 300.1 Keyboarding/Applications: Beginning	1
BUSTEC 305 Business Technology Essentials.....	1
BUSTEC 310 Introduction to Word/Information Processing.....	3
BUSTEC 332 Integrated Business Projects (3)	3
or BUS 312 Workplace Behavior and Ethics (3)	
CISA 315 Introduction to Electronic Spreadsheets.....	2

The courses listed in this section are new and have been added to the Catalog 2017-2018.

ADAPT 324 Heart Healthy 1.0 Unit

*Course Transferable to CSU
Hours: 54 hours LAB*

This course is designed for individuals with disabilities. Individualized and/or group activities are used to increase cardiovascular fitness. Exercise principles are discussed to encourage a continued healthy and active lifestyle. Students must have a physician's statement indicating (a) the disability, (b) specific restrictions, and (c) recommended activities.

CARPT 108 Modular System Installer Safety 1.5 Units

*Enrollment Limitation: Must be a registered carpentry modular systems installer apprentice.
Hours: 24 hours LEC; 12 hours LAB*

This course is an introduction to apprenticeship, tools, safety, and construction job sites in the commercial and industrial building sectors. It also covers discrimination and harassment on the jobsite.

CARPT 109 Introduction to Office Modular Systems Installation 1.0 Unit

*Enrollment Limitation: Must be a registered carpentry modular systems installer apprentice.
Hours: 18 hours LEC; 18 hours LAB*

This course introduces the installation of modular systems including major manufacturers of modular systems, applicable math, blueprints, specifications, and the creation of a realistic installation mockup. It also covers site logistics, layout of components, and personal financial literacy.

CARPT 111 Modular Systems Applications 1.0 Unit

*Enrollment Limitation: Must be a registered carpentry modular systems installer apprentice.
Hours: 15 hours LEC; 21 hours LAB*

This course introduces the modular system installer apprentice to proper tool and equipment applications required while assembling and disassembling modular office furniture systems. It also covers personal financial literacy.

CARPT 115 Floor to Ceiling Wall System Construction 1.0 Unit

*Enrollment Limitation: Must be a registered carpentry modular systems installer apprentice.
Hours: 11 hours LEC; 25 hours LAB*

This course introduces the modular system installer apprentice to floor to ceiling modular wall construction. It also covers blueprint reading and understanding manufacturers' system components and parts.

CARPT 125 Fine Furnishings, Drapery, and Window Coverings 1.0 Unit

*Enrollment Limitation: Must be a registered carpentry modular systems installer apprentice.
Hours: 13 hours LEC; 23 hours LAB*

This course introduces the modular system installer apprentice to high-end and custom furniture, wall installations, draperies, and window coverings. It also covers tool selection, skills for proper installation, and manufacturers' specifications.

CARPT 137 Modular Systems Construction I 1.0 Unit

*Enrollment Limitation: Must be a registered carpentry modular systems installer apprentice.
Hours: 18 hours LEC; 18 hours LAB*

This course introduces the modular system installer apprentices to safe and productive ways to handle modular components on a job site using the proper equipment. It also covers the proper way to lift and move modular components, protection of office equipment, basic furniture assembly, and manufacturers' specifications.

CARPT 138 Modular System Construction II 1.0 Unit

*Enrollment Limitation: Must be a registered carpentry modular systems installer apprentice.
Hours: 14 hours LEC; 22 hours LAB*

This course introduces the modular system installer apprentices to advanced modular system construction with a focus on panelized furniture and cubicle partitions including electrical diagrams. It also covers forklift operation and safety per regulations mandated by the Occupational Safety and Health Administration (OSHA).

CARPT 141 Suspended Framing Ceiling Systems 1.5 Units

*Enrollment Limitation: Must be a registered Acoustical Apprentice.
Hours: 24 hours LEC; 12 hours LAB*

This course introduces the acoustical apprentice to the installation of suspended framing ceiling systems and situations which require special installation techniques. It also covers industry standards and manufacturers' recommendations for proper installation of engineered ceilings, and proper tool selection and safety.

CARPT 147 Advanced Grid Ceilings 1.5 Units

*Enrollment Limitation: Must be a registered Acoustical Apprentice.
Hours: 24 hours LEC; 12 hours LAB*

This course introduces the acoustical apprentice to advanced techniques in suspended framing and grid ceiling systems. It also covers industry standards, manufacturers' recommendations for proper installation of engineered ceilings, and proper tool selection and safety.

CARPT 163 Modular System Blueprint Reading 1.0 Unit

*Enrollment Limitation: Must be a registered carpentry modular systems installer apprentice.
Hours: 13 hours LEC; 23 hours LAB*

This course is an introduction to blueprint reading, project specifications, and layout for modular systems. It also covers union trust fund benefits.

CARPT 164 Acoustical Blueprint Reading 1.5 Units

*Enrollment Limitation: Must be a registered carpentry acoustical apprentice.
Hours: 24 hours LEC; 12 hours LAB*

This course introduces the acoustical apprentice to advanced specialized blueprint reading. It also covers basic construction documents, project scheduling, and labor cost estimation.

CARPT 213 Acoustical Exterior Systems 1.5 Units

Enrollment Limitation: Must be a registered Acoustical Installer Apprentice.

Hours: 24 hours LEC; 12 hours LAB

This course introduces the acoustical apprentice to the installation of acoustical exterior systems. It also covers industry standards and manufacturers' recommendations for proper installation and safety for exterior systems.

CARPT 215 Acoustical Specialty Systems 1.5 Units

Enrollment Limitation: Must be a registered Acoustical Installer Apprentice.

Hours: 24 hours LEC; 12 hours LAB

This course introduces the Acoustical Apprentice to the installation of advanced and specialty ceiling systems. It also covers hand and power tool safety and aerial lift safety.

DESGN 498 Work Experience in Design Technology 1-4 Units

Advisory: Eligible for ENGRD 310 or ENGRD 312 AND ENGWR 300; OR ESLR 340 AND ESLW 340.

Enrollment Limitation: Students must be in a paid or unpaid internship, volunteer position, or job related to the advanced manufacturing field or the architectural and engineering field with a cooperating site supervisor. Students are advised to consult with the Design Technology Department faculty to review specific certificate and degree work experience requirements.

Hours: 60 - 300 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within the advanced manufacturing field or the architectural and engineering field. It is designed for students interested in work experience and/or internships in transfer-level occupational programs. Course content includes understanding the application of education to the workforce, completion of Title 5 required forms which document the student's progress and hours spent at the work site, and developing workplace skills and competencies. During the semester, the student is required to attend a weekly orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. First-time participants are required to attend a weekly orientation and a final meeting. Returning participants are required to attend the first class meeting, a mid-semester meeting, and a final meeting and may meet individually with the instructor as needed to complete a work site observation and all program forms, receive updates, and assignments. Students may take up to 16 units total across all Work Experience course offerings. This course may be taken up to four times when there are new or expanded learning objectives. Only one Work Experience course may be taken per semester for a maximum of 4 units.

EMT 298 Work Experience in Emergency Medical Technology 1-4 Units

Advisory: Eligible for ENGRD 310 or ENGRD 312 AND ENGWR 300; OR ESLR 340 AND ESLW 340.

Enrollment Limitation: Students must be in a paid or unpaid internship, volunteer position, or job related to the emergency medical technology field with a cooperating site supervisor. Students are advised to consult with the Emergency Medical Technology faculty to review specific certificate and degree work experience requirements.

Hours: 60 - 300 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within the emergency medical technology field. It is designed for students interested in work experience and/or internships in associate degree level or certificate occupational programs. Course content includes understanding the application of education to the workforce, completion of Title 5 required forms which document the student's progress and hours spent at the work site, and developing workplace

skills and competencies. During the semester, the student is required to complete 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. First-time participants are also required to attend a weekly orientation, the first class meeting, a mid-semester meeting and a final meeting. Returning participants are required to attend the first class meeting, a mid-semester meeting, and a final meeting and may meet individually with the instructor as needed to complete a work site observation and all program forms, receive updates, and assignments. Students may take up to 16 units total across all Work Experience course offerings. This course may be taken up to four times when there are new or expanded learning objectives. Only one Work Experience course may be taken per semester for a maximum of 4 units.

ENGLT 335 Latino, Mexican-American, and Chicano Literature 3.0 Units

Prerequisite: ENGWR 101 (College Writing) with a grade of "C" or better, or placement through the assessment process.

Course Transferable to CSU

Hours: 54 hours LEC

This course explores literature (poetry, short stories, novels, creative nonfiction, and performance) authored by Latino writers. It typically examines the following themes: resistance, survival, identity, homeland, immigration, the border, socio-political activism, gender, and sexuality. All or most of each text is in English. Knowledge of the Spanish language is helpful but not required.

FITNS 343 Spin Bike 1.0 Unit

Course Transferable to CSU

Hours: 54 hours LAB

This course is specifically designed for students to improve their cardiovascular and strength levels with low impact on the joints. It emphasizes basic cycling and fitness drills based on speed work, resistance, and recovery periods.

MATH 372 College Algebra for Calculus 4.0 Units

Prerequisite: MATH 120 (Intermediate Algebra), 129 (Elementary and Intermediate Algebra), or 133 (Combined Algebra - Part III) with a grade of "C" or better, or placement through the assessment process.

Course Transferable to CSU

Hours: 72 hours LEC

This course provides a rigorous treatment of college-level algebra and its applications, with a particular focus on preparing students for the calculus sequence for Science, Technology, Engineering, and Mathematics (STEM) majors. Topics include polynomial, rational, radical, exponential, absolute value, and logarithmic functions, graphs, and equations; systems of equations; the theory of polynomial equations; analytic geometry including conics; and an introduction to sequences and series. Emphasis is given to analytical reasoning and problem-solving. This course may be taken concurrently with MATH 373, Trigonometry for Calculus. Completion of both MATH 372 AND MATH 373 with grades of "C" or better meets the prerequisite for MATH 400, Calculus I.

MATH 373 Trigonometry for Calculus 4.0 Units

Prerequisite: MATH 120 (Intermediate Algebra), 129 (Elementary and Intermediate Algebra), or 133 (Combined Algebra - Part III) with a grade of "C" or better, or placement through the assessment process.

Course Transferable to CSU

Hours: 72hours LEC

This course provides a rigorous treatment of trigonometry and its applications, with a particular focus on preparing students for the calculus sequence for science, technology, engineering, and mathematics (STEM) majors. Emphasis is given to the study of trigonometric functions from numerical, graphical, and algebraic descriptions. Topics include functions and their graphs, transformations of functions, geometric properties of circles and triangles, degree and radian measurements of angles, right triangle trigonometry, reference angle trigonometry, unit circle trigonometry, graphs and transformations of trigonometric functions, verifying and applying trigonometric identities, inverse trigonometric functions, solving trigonometric equations, solving triangles using the Law of Sines and the Law of Cosines, vectors, the polar coordinate system, and roots and powers of complex numbers including De Moivre's Theorem. This course may be taken concurrently with MATH 372, College Algebra for Calculus. Completion of both MATH 372 AND MATH 373 with grades of "C" or better meets the prerequisite for MATH 400, Calculus I.

PMED 298 Work Experience in Paramedic 1-4 Units

Advisory: Eligible for ENGRD 310 or ENGRD 312 AND ENGRD 300; OR ESLR 340 AND ESLW 340.

Enrollment Limitation: Students must be in a paid or unpaid internship, volunteer position, or job related to the paramedic field with a cooperating site supervisor. Students are advised to consult with the Paramedic faculty to review specific certificate and degree work experience requirements.

Hours: 60 - 300 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within the paramedic field. It is designed for students interested in work experience and/or internships in associate degree level or certificate occupational programs. Course content includes understanding the application of education to the workforce, completion of Title 5 required forms which document the student's progress and hours spent at the work site, and developing workplace skills and competencies. During the semester, the student is required to complete 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. First-time participants are also required to attend a weekly orientation, the first class meeting, a mid-semester meeting and a final meeting. Returning participants are required to attend the first class meeting, a mid-semester meeting, and a final meeting and may meet individually with the instructor as needed to complete a work site observation and all program forms, receive updates, and assignments. Students may take up to 16 units total across all Work Experience course offerings. This course may be taken up to four times when there are new or expanded learning objectives. Only one Work Experience course may be taken per semester for a maximum of 4 units.

PSTC 1300 Bureau of Investigative and Security Services (BSIS) Skills Training Course for Security Guards 2.0 Units

Enrollment Limitation: Applicants must 1) be at least 18 years old and 2) undergo a criminal history background check through the California Department of Justice (DOJ) and the Federal Bureau of Investigation (FBI).

Hours: 40 hours LEC

This course provides the student with the skills training required for security guard licensing by the Department of Consumer Affairs, Bureau of Security and Investigative Services (BSIS). Topics include powers to arrest, weapons of mass destruction, public relations, observation and documentation, communication and its significance, liability/legal aspects, officer safety, handling of difficult people, trespass, and courtroom demeanor. Students will receive a certificate of completion at the end of the course and be eligible to apply for BSIS security guard registration.

PSTC 1401 Limited Peace Officer Criminal Investigations II 3.0 Units

Prerequisite: PSTC 1400 (Limited Peace Officer Criminal Investigations I)

Hours: 48 hours LEC; 20-32 hours LAB

This course is designed to advance the skill set of the limited peace officer, as defined in PD 830.11 PC. Topics include personal safety, medical marijuana investigations, economic crimes, tobacco dating, crime scene management, evidence identification, collection, processing, and preservation, case management, investigative report writing, and courtroom testimony. Pass/No Pass only.

PSTC 1402 Limited Peace Officer Criminal Investigations III 3.0 Units

Prerequisite: PSTC 1400 (Limited Peace Officer Criminal Investigations I)

Hours: 48 hours LEC; 20-32 hours LAB

This course is designed to provide advanced investigative skills and knowledge to the limited peace officer, as defined in PC 830.11 PC. Topics include community oriented policing and problem-solving, media relations, and surveillance techniques. Pass/No Pass only.

PSTC 1403 Basic Skills for the District Attorney Non-Sworn Investigator 1.5 Units

Hours: 32 hours LEC

This course is designed to provide the student with foundational skills and knowledge for employment as a non-sworn investigator in a California District Attorney's office. Topics include the role of the district attorney and district attorney investigator, evidence, interview skills, report writing, technology resources, criminal justice information systems, subpoenas and due diligence, personal safety, and courtroom testimony. Pass/No Pass only.

PSTC 1745 Police Radar Operator (SPD) 0.5 Unit

Prerequisite: POST certified basic law enforcement academy or equivalent as determined by the Dean of Academy Instruction. *NOTE:* Approval of equivalent training is not a guarantee state regulatory or licensing agencies will also grant equivalency. Students who do not hold a POST basic certificate, or equivalent, may struggle in this course, because fundamental terms and concepts and laws basic to law enforcement will not be taught or explained.

Enrollment Limitation: Students must 1) be free of felony convictions; 2) possess a valid California Driver's License; 3) undergo a fingerprint and criminal history check; 4) be a minimum of 18 years of age; 5) be a United States high school graduate; pass the GED, pass the California High School Proficiency Examination, or have attained a two-year or four-year degree from an accredited college or university; and 6) complete a medical suitability examination.

Hours: 32 hours LAB

This course advances the student's existing knowledge and skill set in the area of traffic violation enforcement and in the proper use of police radar devices. Topics include speed enforcement, history and theory, vehicle code law and court decisions, moving radar operation, radar effects, and visual speed and range estimation. The course may meet at various off-campus locations. Pass/No Pass only.

PSTC 1780 Campus Law Enforcement 2.0 Units

Prerequisite: Successful completion of a POST certified basic law enforcement academy within the last three years or current equivalent training as determined by the Dean of Academy Instruction. *NOTE:* Approval of equivalent training is not a guarantee that state regulatory or licensing agencies will also grant equivalency. Students who do not hold a POST basic certificate, or equivalent, may struggle in this course, because fundamental terms and concepts and laws basic to law enforcement will not be taught or explained.

Enrollment Limitation: Students must 1) be free of felony convictions; 2) possess a valid California Driver's License; 3) undergo a fingerprint and criminal history check; 4) be a minimum of 18 years of age; 5) be a United States high school graduate; pass the GED, pass the California High School Proficiency Examination, or have attained a two-year or four-year degree from an accredited college or university; and 6) complete a medical suitability examination.

Hours: 36 hours LEC; 4 hours LAB

This course extends the student's fundamental knowledge of and skill set in contemporary law enforcement and peacekeeping in diverse societies to include the considerations and challenges unique to the campus environment. Topics include the roles and responsibilities of school police, mandatory reporting requirements, constitutional, case, and juvenile law specific to school campuses, situational and tactical awareness in the education setting, clique structure, gang culture, dynamics of student behavior, and application of crowd control, emergency management, and incident command principles on and around campus. This course is certified by the California Commission on Peace Officer Standards and Training (POST), #2970-22294. Pass/No Pass only.

SPAN 427 Introduction to Spanish American Literature 3.0 Units

Prerequisite: SPAN 412 (Intermediate Spanish) with a grade of "C" or better

Course Transferable to CSU

Hours: 54 hours LEC

This course introduces students to Spanish and Latin American Literature. It covers the analysis of a variety of literary formats that include short stories, poems, plays, and novel excerpts from the established literary canon. Films are integrated to develop auditory skills and to engage students in discussions. It emphasizes critical thinking, interpretation, speaking, and writing skills, and is conducted entirely in Spanish.

WELD 298 Work Experience in Welding 1-4 Units

Advisory: Eligible for ENGRD 310 or ENGRD 312 AND ENGWR 300; OR ESLR 340 AND ESLW 340.

Enrollment Limitation: Students must be in a paid or unpaid internship, volunteer position, or job related to the welding field with a cooperating site supervisor. Students are advised to consult with the Welding Department faculty to review specific certificate and degree work experience requirements.

Hours: 60 - 300 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within the welding field. It is designed for students interested in work experience and/or internships in associate degree level or certificate occupational programs. Course content includes understanding the application of education to the workforce, completion of Title 5 required forms which document the student's progress and hours spent at the work site, and developing workplace skills and competencies. During the semester, the student is required to attend a weekly orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. First-time participants are required to attend a weekly orientation and a final meeting. Returning participants are required to attend the first class meeting, a mid-semester meeting, and a final meeting and may meet individually with the instructor as needed to complete a work site observation and all program forms, receive updates, and assignments. Students may take up to 16 units total across all Work Experience course offerings. This course may be taken up to four times when there are new or expanded learning objectives. Only one Work Experience course may be taken per semester for a maximum of 4 units.

The information listed is a correction for the Catalog 2017-2018.

Department Certificates

Department Certificates are intended to certify that students completing all required courses of a major are prepared to meet specific occupational needs, upgrade skills or for advancement in an existing career. A grade of “C” or better is required in each course leading to the Department Certificate. The certificate requires completion of all courses listed in the required program of the student. Department Certificates require 17.99 units or less.

Students wishing to obtain a Department Certificate should inquire with the division office that offers the certificate.

For certificates in Level 1 and 2, all units must be completed at American River College. For all certificates in Level 3, 12 units must be completed at American River College.

Level 1: 1-6 units

Level 2: 7-11 units

Level 3: 12-17.99 units

For a complete list of Department Certificates, please see Catalog 2017-2018, page 10