

SCHEDULE OF CLASSES FALL 2014



PALO VERDE COLLEGE
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PALO VERDE COLLEGE



TABLE OF CONTENTS

Message from the Superintendent/President	3
About Palo Verde College	4
Important Dates - Fall 2014	5
Eligibility and Residency	6
Non-Discrimination Policy	7
Student Success and Support Program	8
Supportive Services	9
General Information	10-11
Student Fees	12
Apply and Register	13
Academic Calendar 2014/2015	15
Final Exam Schedule	16
Methods of Instruction	17
Schedule of Classes	18-34
Non-Credit Classes—Blythe Campus	35
Schedule Planning Sheet	36-37
My Schedule	38-39

ABOUT THIS SCHEDULE OF CLASSES

This schedule of classes is intended to help you register for classes for the 2014 Fall semester at Palo Verde College. Every reasonable effort has been made to determine that everything stated in this schedule is accurate. Because this publication must be prepared well in advance of the period of time it covers, changes are inevitable. For the most up-to-date schedule of classes please visit us online at www.paloverde.edu and click on the link “PVC SERVICES”. Course descriptions, programs, graduation requirements, and other important information are contained in the college catalog, which can also be found online at www.paloverde.edu.

Unless specifically exempted by statute, every course offered and maintained by Palo Verde College is open to any person who has been formally admitted to the College and who meets the course prerequisites as may be established under Title V of the California Administrative Code.



MESSAGE FROM THE SUPERINTENDENT/PRESIDENT



Welcome to Palo Verde College!

Your decision to pursue a college education is among the most important decisions you will make in your lifetime. It has been said that knowledge is power, and community college is the door through which many people have discovered the power to become more successful in life. According to research, people with a college degree have a much better chance of finding a job as compared to those who do not have a degree, and workers with a college degree will earn over a million dollars more in their career than those who do not have a college degree.

Your decision to make Palo Verde College the next step on your educational journey is an excellent one. Many successful people have made the same choice you are about to make and started their educational journey at a community college including Walt Disney, Tom Hanks, George Lucas, Nolan

Ryan, and former Governor Arnold Schwarzenegger to name a few.

Palo Verde College can help you to achieve your educational goals whether you want to get a good paying job immediately after college, or you want to continue on with your education toward more advanced degrees. As a fully accredited institution, our transfer courses are accepted at CSU and UC system sites and your two year degree or certificate of completion is highly regarded in our community, surrounding areas, and throughout the State.

I congratulate you on your decision to attend Palo Verde College. Please take a few moments to review the college catalog and learn about the programs and services available to you here at Palo Verde College. Our outstanding instructors, counselors, and support staff are all available to help make your college experience successful and rewarding. We look forward to seeing you on campus, and thank you for becoming a member of the Palo Verde Community College family!

Donald G. Wallace, Ph.D.
Superintendent/President



ABOUT PALO VERDE COLLEGE

ACCREDITATION

Palo Verde College is accredited by the Accreditation Commission for Community and Junior Colleges of the Western Association of Schools and Colleges, 10 Commercial Blvd., Suite 204, Novato, CA 94949, 415.506.0234, an institutional accrediting body recognized by the Council for Higher Education Accreditation and the U.S. Department of Education.

OUR MISSION

Palo Verde College is a California community college that supports an exemplary learning environment with high quality educational programs and services. The College promotes student success and lifelong learning for a diverse community of learners.

BOARD OF TRUSTEES

The Palo Verde Community College District Board of Trustees is composed of seven members elected to serve four year terms. Five of the trustees are elected at large from the part of the District in Riverside County. Two of the trustees are elected at large from the part of the District in San Bernardino County. The terms of trustees are staggered with elections in even numbered years. In addition, there is a Student Trustee who is elected by the District’s students. The Board of Trustees has responsibility for setting policy, overseeing fiscal stability, and establishing an effective educational program for the students and the community. The Board’s business meeting is scheduled for the 2nd Tuesday of the month, unless a national holiday conflicts with the meeting date, or if the Board of Trustees elects to change the date. The 4th meeting of each month is scheduled as needed for a Study Session..

Millie Rodriguez	President
George Thomas	Vice President
Ted Arneson.....	Clerk of the Board
Ed Gonzales.....	Trustee
Jerry Lewis.....	Trustee
Ned Hyduke.....	Trustee
Lincoln Edmond.....	Trustee
Alex Munoz.....	Student Trustee



IMPORTANT DATES — FALL 2014

April 21— May 30, 2014.....	*Assessment Testing, 10:00 a.m.—5:00 p.m., Monday-Thursday
April 28—May 2, 2014.....	EOPS, DSPS, Veteran’s & Foster Youth Priority Registration
May 3 – May 9, 2014.....	New & Continuing student Priority Registration – New students that have completed orientation, assessment, and educational plans & continuing students in good academic standing with fewer than 100 units.
	<u>NEW STUDENT ORIENTATION DATES:</u>
	04/07/2014, 9:30AM – CS 236
	04/09/2014, 9:30AM – CS 236
	04/15/2014, 5:00PM – CS 236
	04/17/2014, 5:00PM – CS 236
May 10—August 29, 2014.....	*Open Registration
August 4 – August 29, 2014.....	*Assessment Testing, 10:00 a.m.—5:00 p.m., Monday-Thursday
Open	EOPS Orientation - Online
August 6, 2014	*New Student and DSPS Orientation, 9:00 a.m.
August 7, 2014	*Needles New Student Orientation, 1:00 p.m.
August 18, 2014	Classes Begin
August 20, 2014	CARE/CalWORKs Orientation, 10:00 a.m. – 11:00 a.m.
August 20, 2014	*New Student and DSPS Orientation, Make-Up, 5:30 p.m.
August 21, 2014	*Needles Orientation, Make-Up, 5:30 p.m.
August 22, 2014	Last Day to Petition Co/Prerequisite Challenge Form
August 26, 2014	*Needles New Student Orientation, 3:00 p.m.
August 29, 2014	Last Day to Register
August 29, 2014	Last Day to Apply for a Refund
September 1, 2014.....	Labor Day Holiday – Campus Closed
September 5, 2014.....	Last Day to Withdraw without “W” Showing on Permanent Record
September 12, 2014	Institute Day, no classes
September 23, 2014	Last Day to Elect P/NP
November 11, 2014	Veteran’s Day – Campus Closed
November 21, 2014	Last Day to Withdraw from any Course without Penalty (“W” will show on permanent record)
November 27-28, 2014	Thanksgiving Break – Campus Closed
December 15-19, 2014.....	Finals Week
December 19, 2014.....	Last Day of Classes

Assessment Testing and Orientation are **mandatory for New Students*



ELIGIBILITY AND RESIDENCY

WHO MAY ATTEND/ELIGIBILITY

Admission to Palo Verde College is open to anyone who is a high school graduate, who possesses a GED certificate, or who holds a High School Equivalency Certificate. Those who are not high school graduates or do not have one of the equivalencies but are eighteen (18) years of age and show evidence of being able to benefit from instruction may attend the college. High school students in the 11th and 12th grades, with the recommendation of their high school counselor, may attend. Those students below 11th grade may attend if they have parental consent, approval from the counselor or school principal, the petitions committee, and the college governing board. Enrollment in some courses will be limited (some examples: classes are full, limitations due to available equipment, or safety regulations). See college catalog for college approval process.

NEW VS. RETURNING VS. CONTINUING

New Students

You are a new student if you have never filed an application nor enrolled in courses offered by Palo Verde College.

Returning Students

You are a returning student if you have previously filed an application and attended Palo Verde College but have been away for two (2) regular semesters or more.

Continuing Students

You are a continuing student if you were registered and attended Palo Verde College during the 2013 Spring or Summer Semester.

RESIDENCY

Palo Verde College defines a resident as a person who intends to make California his or her permanent home and has resided within the State for one year prior to the residency determination date, which is one day prior to the first day of classes of each semester or summer session. The requirements necessary to demonstrate Intent to become a California resident are available from the Admissions and Records Office .

Please note: If you hold a non-immigrant visa or a permanent visa, and/or if you have applied for amnesty, you will need to bring your passport visa and/or I-688 form to the Admissions and Records Office at the time you apply.

Undocumented Students

If you are a new or returning student and undocumented, you may be considered a non-resident for tuition purposes. There are, however, no limitations in your enrollment.

Foreign Students

Foreign students (those attending on F-1 visas) are considered non-residents. If you are a foreign student and have completed the equivalent of an American high school education with satisfactory grades, you may be admitted to Palo Verde College, however, certain restrictions apply. Please consult the college catalog or counselors for details concerning applications and registration.

Military Students

Military personnel and their dependents are considered residents during the first year in which active duty began in California, but they must establish residency thereafter.

Reclassification to Resident Status

Students who have been classified as non-residents are not automatically reclassified as residents. Reclassification to resident status must be initiated by the student. Students interested in changing their classification should consult and submit a reclassification petition with the Admissions and Records Office prior to end of the current semester for residency status to become effective the coming semester.

The petition must be accompanied by documentation which verifies the student's interest to become a California resident, evidence of physical presence in California for at least one year prior to the coming semester's start date, and evidence of financial independence. The law clearly states the burden of proof for proving residence rests with the student.





NON-DISCRIMINATION POLICY

NON-DISCRIMINATION POLICY POLITICA NO-DISCRIMINATORIA

Gender

Palo Verde College does not discriminate in the educational programs, or activities on the basis of sex. Title IX of the Educational Amendments of 1972, as amended, and the administrative regulations adopted there under, prohibit discrimination.

Género Femenino o Masculino

El COLEGIO de Palo Verde no discrimina en los programas educativos, ni en las actividades por el Género. Título IX de las enmiendas educativas de 1972, como enmendado, y las regulaciones administrativas adoptadas prohíbe la discriminación.

Disabled

Palo Verde College does not discriminate on the basis of disability and is in compliance with Section 504 of the Rehabilitation Act of 1973, as amended, and the regulations adopted there under. More specifically, Palo Verde College does not discriminate in admission or access to, or treatment, or employment in its programs and activities.

Estudiantes Incapacitados

El Colegio de Palo Verde no discrimina por la incapacidad y está en conformidad con la Sección 504 del Acto de Rehabilitación de 1973, como enmendado, y las regulaciones adoptadas. Más específicamente, el Colegio de Palo Verde no discrimina en la admisión o acceso a, ni al tratamiento, ni el empleo en sus programas y actividades.

Age, Race, Color, or National Origin

Palo Verde College complies with the requirements of Title VI of the Civil Rights Act of 1964 and the regulations adopted there under. No person shall, on the grounds of age, race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any Palo Verde College program.

Edad, Raza, Color o Nacionalidad

El Colegio de Palo Verde cumple con los requisitos del Título VI del Acto Civil de Derechos de 1964 y las regulaciones adoptadas. Ninguna persona será excluida o le será negada la participación, o será sujeta a la discriminación bajo cualquier programa de Colegio de Palo Verde, por motivo de la edad, raza, color, u origen nacional.

Limited English Proficiency

Limited English proficiency is not a barrier to participation in College courses and/or programs. During normal working hours, bilingual staff is available in Student Services.

Any person who feels discriminated against should contact the Director of Human Resources, Debra Mitchell, who serves as the Palo Verde College Affirmative Action Officer. She can be reached in the Business Services office in the College Services Building or by calling (760) 921-5408.

Dominio Limitado del Inglés

El dominio limitado del inglés no es una barrera a la participación en cursos y/o programas colegiales. Durante horas normales de trabajo, el personal bilingüe está disponible en el departamento de servicios para estudiante.

Cualquier persona que se sienta discriminada debe contactar ala Directora de Recursos Humanos, Debra Mitchell, que sirve como Oficial de Acción Afirmitivo del Colegio de Palo Verde. Se puede comunicar con ella en la oficina de servicios Administrativos en el edificio de servicios colegiales o llamando al (760) 921-5408





STUDENT SUCCESS AND SUPPORT PROGRAM

MATRICULATION

Admissions (CCCApply)

For new students, the first step is applying for admission to Palo Verde College. Students will be asked to provide the college with information about themselves so the staff can provide them with the types of services needed to help them achieve their goals and objectives. Some of this information is required by federal or state law, or college policies. Other information will assist the college in determining whether the student needs to be referred to orientation and assessment programs. It is important to submit copies of high school transcripts and transcripts of any previous college work at the time of admission.

Orientation

The orientation workshop, with a presentation by a member of the college staff, will give the student important information regarding the services, programs and courses available through the college. At this time, a counselor will explain the assessment program and will answer questions regarding assessment. Orientation sessions are scheduled periodically throughout each year. A schedule of orientations is available in Student Services.

Orientation for new students is required prior to registration. Returning students are also encouraged to attend an orientation.

Assessment

To help the students determine their skill levels in many academic areas, including written English expression, reading, and mathematics, the college provides a comprehensive assessment program. Assessment scores assist the students and counselors to determine the appropriate courses for students to enroll in during the first semester. Placement in English or math courses are contingent upon having completed assessments.

Advisement

A counselor will review with you your assessment results along with your previous academic history and education goals. The counselor will assist you in developing an educational plan and scheduling classes which meet your specific needs.

Registration (ONLINE)

Once you have completed assessment, advisement, and orientation, you may register for your courses at the appropriate time. Don't get stopped at registration. Be sure to complete your process. Students should make an appointment with a counselor to plan their courses and register for courses in Student Services according to the Registration Schedule.

VALORACIÓN, CONSEJO Y ORIENTACIÓN

Valoración, Consejo y Orientación son los componentes mandatorios del estado para el programa de matriculación. Es un diseño preparado para darle mejor oportunidad para que tenga buen éxito en sus cursos y para obtener su potencia en el colegio. Si usted es un estudiante por primera vez, en el colegio, o si usted piensa obtener un certificado, una licencia, o trasladarse a otra universidad, usted debe de completar su valoración, consejo, y orientación antes de inscribirse en los cursos. Todos los estudiantes están invitadas a participar.

Orientación

Estudiantes principiantes se les requiere atenderá una sesión de orientación que les provee información para mejor oportunidad en el colegio (se puede referir a la pagina 3 de este horario para fechas de orientación). Usted será presentada con un programa de instrucción, servicios de apoyo, y programas del colegio. Usted será presentada con varias personas e información sobre cada departamento.

Valoración

Para empezar una carrera con buen éxito en el Colegio de Palo Verde, usted debe de atender la sesión de valoración en donde se le provee pruebas de Inglés, matemáticas, y lectura para ayudarle a identificar su nivel de habilidad en esa área. (El colegio también suministra una prueba Ingles como Segundo Idioma para estudiantes nuevos con Ingles limitado.)

Consejo

Un consejero/a va a revisar con usted sus resultados de valoración, también su expediente académico y su meta educativa. El consejero/a le va asistir para fomentar un plan educativo y horario de clases que le corresponde a su necesidad específica.

Inscripción

Mientras que usted haya completado su valoración, consejo, y orientación, puede inscribirse para los cursos en el tiempo apropiado. Esté seguro de completar el proceso y no deje de inscribirse. Estudiantes deben de hacer cita con un consejero/ consejera para su planificación de curso e inscribirse según el horario de clases en el Edificio de Servicios para Estudiantes.



SUPPORT SERVICES

CalWORKs

We are a California Community College program serving CalWORKs students and their families by providing educational and career opportunities combined with an array of high-quality support services that enable students to complete their educational goals, find meaningful employment, and successfully transition into the workforce. Through collaboration and advocacy with our college and community partners, we prepare a segment of California's work force by promoting the economic self-sufficiency of CalWORK's students through the attainment of a higher education.

Cooperative Agencies Resources for Education (CARE)

The Cooperative Agencies Resources for Education is an educational program designed to assist EOPS students who are single parents and receiving assistance from CalWORKs (California Work Opportunities and Responsibilities to Kids). CARE provides moral support, financial assistance for child care, transportation grants, books, and monthly meetings designed to assist single parents with parenting skills and educationally related sources to reach their goals. Family social activities are offered.

Disabled Students Program & Services (DSP&S)

The Disabled Students Program is a state-funded effort to integrate and mainstream disabled students into general campus programs and activities. The ability of each disabled student to function independently in the educational environment is the ultimate goal. The program offers students a range of equipment and services. Please refer to college catalog for additional information.

Extended Opportunity Program and Services (EOPS)

Extended Opportunity Program and Services is a state-funded, special assistance program for students who are socially, economically, and academically or language disadvantaged. EOPS assists students with counseling, book vouchers, priority registration, and support workshops.

Financial Aid

The College's Financial Aid Program consists of scholarships, grants, and work/study jobs. Only United States citizens and permanent residents are eligible for financial aid. Applications for financial aid should be completed during the spring or summer preceding the year the student plans to attend Palo Verde College. Application materials are available at www.fafsa.ed.gov

Eligibility for most of the federal and state student aid program is based on financial need and the "ability to benefit" from the instruction. Please refer to the college catalog for additional information.

Library

The Harry A. Faull library is a vital component of the educational experience at Palo Verde College. Located on the second floor of the College Services Building, the Library provides a peaceful haven for studying or relaxation.

The collection is comprised of approximately 20,000 books, videos and DVD's. Periodicals are available for reading and research. A computer lab provides high-speed access to the Internet as well as word processing and other popular software programs. The library's website: www.paloverde.edu/library provides access to the library catalog as well as to electronic books, subscription databases and full-text articles from thousands of magazines, newspapers, and professional journals.

The Virtual Bookstore

Students will find the required textbooks for each course for rent or purchase at www.paloverde.edu. At the end of each term, some books will be eligible for students to sell-back to the Virtual Bookstore through the college website as well.

Veterans

Veterans services are provided to assist eligible veterans and their dependents in obtaining their VA educational benefits and achieving their educational goals. The Veterans representative provides information on veterans' benefits and services, assists applicants with completing applications and forms necessary for VA benefits, and assists in resolving VA educational problems.

Veterans seeking enrollment certification to receive educational benefits under the G.I. Bill should contact the Director of Financial Aid & Scholarships as soon as possible. Veterans who do not file for benefits 30 days before the opening of the semester should plan for an additional 6 to 8 week delay in receiving benefits.



GENERAL INFORMATION

Limitations on Enrollment

The Palo Verde Community College District has a curriculum policy regarding prerequisites and corequisites that limits enrollment in courses for students who do not meet the prerequisite or corequisite requirements. For purposes of this policy the following definitions apply:

- A. **"Prerequisite"** means a condition of enrollment that a student is required to meet in order to demonstrate current readiness for enrollment in a course or educational program.
- B. **"Corequisite"** means a condition of enrollment consisting of a course that a student is required to simultaneously take in order to enroll in another course.

Please refer to the course description listed in the college catalog to determine specific enrollment requirements. Students who do not satisfy the requirements will not be permitted to enroll in the course, unless they are approved through the challenge process. See a counselor for further information.

Students will be enrolled in the course pending the outcome of the process. If the challenge is denied, students will be administratively withdrawn from the course, all fees will be refunded, and no drop charges will be made.

NOTE: Students must pass the prerequisite course with a grade of "C" or better.

Attendance - First Meeting

Courses with low enrollment may be canceled after the first class meeting. This makes it extremely important that you and your classmates be officially enrolled in and attend the first meeting of your courses. Course outlines, grading procedures, instructor's expectations, assignments, etc. are normally covered. Get off on the right foot. Be there!

Attendance - In General

A student in a California public community college is expected to attend all sessions of each course. It is the student's responsibility to contact instructors regarding any absences.

The acceptance of an excuse for an absence other than illness or official leave of absence is at the discretion of the individual instructor. The acceptance of an excuse due to illness or strictly unavoidable circumstances may be excused if the cause is explained to the instructor. Any absence, excused or otherwise, in no way relieves the student of the responsibility for completing the work of the course to the satisfaction of the instructor.

Withdrawal From Courses/College

Any student leaving Palo Verde College at any time after registration must formally withdraw from the College through Student Services. Withdrawal from courses is the responsibility of the student by submitting a Student Schedule Change to their counselor. Failure to submit the completed form will result in a failing grade for each course. Please refer to college catalog for additional information.

Late Registration

Students should realize that even though there is some time after courses begin, enrolling late makes it increasingly more difficult to successfully complete the course with each missed class meeting. Additionally, course selection may be extremely limited.

Graduation and Certificates of Achievement

If a student plans to graduate or receive a certificate, they must apply for an evaluation of their records prior to the last official day of registration of the last term they will attend.

Time Conflicts

A time conflict occurs when you attempt to enroll in one or more courses scheduled to meet at the same time. Even an overlap of only five minutes will cause a time conflict. State regulations do not permit any time conflict.

Release of Student Information

Palo Verde College adheres to the policies of the Family Educational Rights and Privacy Act (FERPA) while establishing and maintaining student records. Although the college applies the provisions of FERPA in a strict manner, the law allows the college to release student directory information. Palo Verde College, based on FERPA regulations, designates as directory information the following: name, address, phone number, dates of attendance, major field of study, awards/honor lists/degrees received, class schedule, and most recent institution attended. Students have the opportunity to request that their directory information be maintained as confidential. In completing the admission application, or continuing student form, students are provided this opportunity. Please refer to college catalog for additional information.



GENERAL INFORMATION

Drugs

Pursuant to Federal Office of Education directives, the Board of Trustees of Palo Verde College has adopted a Drug-Free College Policy (Board Policy 3550). Information regarding individual responsibility is available upon request.

Classroom Regulations

To provide a quality learning environment for all students, it is the policy of the College to not allow children of students in classrooms during class time nor should children be permitted to roam the campus.

Smoking, eating, or drinking beverages is also not permitted in the classrooms of the College. We appreciate your support and effort in adhering to this policy.

Academic Policies, Procedures & Regulations

All students are responsible to familiarize themselves with the policies, procedures, and regulations of Palo Verde College. The college catalog clearly describes such things as the limits on unit load, minimum unit requirements, English requirements, required laboratories, course prerequisites, refund policies, probation, and dismissal policies. Palo Verde College staff are available to help students meet graduation requirements. However, each student is ultimately responsible for his/her program of study.

Sexual Harassment

The Palo Verde Community College District recognizes that harassment on the basis of sex is a violation of both Federal and State discrimination laws as well as District Policy. The District is committed to providing all employees, applicants for employment and students with an environment free from sexual harassment, and will not tolerate such conduct on the part of any employee or student (Board Policy 3410). Please refer to college catalog for additional information.

Disclaimer

The College reserves the right to change any provision or requirement when such change will serve the interest of the College and its students. The College further reserves the right to ask a student to withdraw when it considers such action appropriate.

Graduation is not guaranteed within any time frame. The Schedule of Courses is not a contract. The College assumes no liability for clerical errors made in production of the schedule.

While every effort is made to publish accurate course listings, changes may become necessary. The College regrets the inconvenience to students when changes are made, however, when circumstances warrant, the college reserves the right to:

- ◆ cancel courses with insufficient enrollment;
- ◆ change course days and times to meet the majority of student needs;
- ◆ close a course to additional enrollment;
- ◆ change a staff assignment.

Added, canceled, and revised courses will be reflected in PVC-Services located on the college website at www.paloverde.edu. Students should refer to PVC-Services whenever scheduling classes.





STUDENT FEES

STUDENT FEES

The Board of Trustees is required to charge each student a state enrollment fee for credit classes. The enrollment fee shall be as specified by the Board of Governors of the California Community Colleges.

Enrollment Fee

The enrollment fee is \$46 per unit for all students with or without a Bachelor's degree. The enrollment fee is payable when the student registers. When requested by a student on the appropriate form, a full refund shall be made for the class(es) he/she drops during the first ten (10) days of classes of each semester. No refunds shall be made after the first ten (10) days of classes of each semester, unless the program change is a result of action by the District to cancel or reschedule a class(es). One day courses and short courses are fully refundable if the student withdraws before the course begins.

Board of Governors Waiver (BOGW)

The BOGW can offer enrollment fees! In order to prevent the enrollment fee from denying access to students who have limited financial resources, the Board of Governors Waiver (BOGW) is available to waive enrollment fees (not out-of-state tuition). Eligibility criteria is:

- ◆ California resident, and
- ◆ a student or student's family is receiving AFDC, SSI, or General Assistance/General Relief; or
- ◆ a student or student's family is low-income;
- ◆ if you do not qualify by either of the previously mentioned methods and you have received your Student Aid Report (SAR), you may be eligible for an awarded BOGW.

Tuition

California residents are charged an enrollment fee and do not pay tuition.

Non-residents enrolling for credit classes at Palo Verde College will be charged tuition which is due and payable upon registration.

California residents:

All Units.....\$46 per unit

Arizona residents (per Guest Agreement):

All Units.....\$138 per unit
(includes state enrollment fee)

All other non-residents:

Non-resident fee	\$190 per unit
+ state enrollment fee	\$46 per unit

Student Parking

There are no parking fees. However, students who park in unauthorized or handicapped parking areas without permission will be cited.

Associated Student Government Fees

The goal of the Associated Student Government (ASG) is to improve and expand services to students. In addition to other privileges, ASG membership entitles you to free or reduced price admission to various activities and discounts for various food and merchandise with local merchants. For further information see ASG in the Supportive Services section of the Student Handbook.

\$10.00 per semester or \$18.00 annually

Other Fees

Transcripts, returned check fee, etc., are discussed in the college catalog.

Enrollment Fee Refunds

When requested by a student, on appropriate form, a full refund of the enrollment fees shall be made for the class he/she drops during the first ten (10) days of classes in the regular semester. No refunds shall be made after the first ten (10) days of classes in each semester unless the program change is the result of action by the District to cancel or reschedule a course that directly impacts the student's program. Workshops, one-day courses, and courses offered in short sections are fully refundable if the student withdraws before the class begins.

Tuition Refunds

When requested by a non-resident student, refunds for official reduction in courses or a complete official withdrawal shall be made according to the following schedule:

First 3 weeks of semester . . .	75%
4th and 5th weeks	50%

No refunds will be made after the fifth week of each regular semester unless the program change is a result of action by the District to cancel or reschedule a class.



APPLY AND REGISTER

HOW DO I APPLY AND REGISTER FOR THE FIRST TIME?

Step 1. APPLY online at www.paloverde.edu

Step 2. Orientation (online or face to face) Keep your completed orientation quiz and present it when you take your assessment test.

Step 3. Complete the ASSESSMENT TEST. Study guides are available at the receptionist desk or online. To schedule an appointment call 760.921.5500.

Step 4. Apply for FINANCIAL AID. To schedule an appointment call 760.921.5553.

Step 5. Complete an EDUCATION PLAN. It is important to schedule an appointment with a counselor at least once a semester. To schedule an appointment call 760.921.5500

Step 6. CalWORKs provides additional assistances for students that qualify. You can call 760.921.5514 for more information.

Step 7. EOPS/CARE provides additional financial and academic assistance to students that qualify. You can call 760.921.5402 for information.

Step 8. DSPS provides additional services for students with disabilities. Please contact the DSPS office at 760.921.5489 for more information.

Step 9. REGISTER for classes online at www.paloverde.edu



ACADEMIC CALENDAR 2014/2015

Board Approved 03/11/2014

PALO VERDE COMMUNITY COLLEGE DISTRICT ACADEMIC CALENDAR 2014/2015

DAYS OF INSTRUCTION	WK	MON	TUES	WED	THUR	FRI	WK	DESCRIPTION	
JULY 2014			1	2	3	4 X		July 4 - Independence Day	
		7	8	9	10	11			
		14	15	16	17	18			
		21	22	23	24	25			
		28	29	30	31				
AUGUST						1			
		4	5	6	7	8			
		11	12	13	14	15			
	1	<18	19	20	21	22			August 18 - Classes Begin
	10 DAYS OF INSTRUCTION	25	26	27	28	29			August 29 - Last Day to Register/Refund
SEPTEMBER	3	1 X	2	3	4	5		September 1 - Labor Day	
	4	8	9	10	11	12 *		Sept 5 - Last day to W/D without "W" grade	
	5	15	16	17	18	19		September 8 - Census	
	6	22	23	24	25	26		September 12 - Institute Day	
	21 DAYS OF INSTRUCTION	29	30					September 23 - Last Day to Elect P/NP grade	
OCTOBER				1	2	3			
	8	6	7	8	9	10			
	9	13	14	15	16	17			
	10	20	21	22	23	24			
	23 DAYS OF INSTRUCTION	27	28	29	30	31			
NOVEMBER									
	12	3	4	5	6	7			
	13	10	11 X	12	13	14			November 11 - Veteran's Day
	14	17	18	19	20	21			November 21 - Last Day to W/D with "W" grade
	17 DAYS OF INSTRUCTION	24	25	26	27 X	28 X			November 27-28 - Thanksgiving Break
DECEMBER 2014	16	1	2	3	4	5			
	17	8	9	10	11	12			December 15-19 - Finals Week
	18	15	16	17	18	[19]			December 19 - Last Day of Classes
		22	23	24 X	25 X	26 X			December 22- Jan.2 - Winter Break
	15 DAYS OF INSTRUCTION	29 (FH)	30 (FH)	31 X					

TOTAL DAYS OF INSTRUCTION (Fall): 84

MV = Mandated Vacation Day for Classified Staff, Mgt, Admin.

* = INSTITUTE DAY

X = HOLIDAY FOR ALL

◇ = CENSUS DAYS

< = INSTRUCTION BEGINS

(+) = HOLIDAY FOR INSTRUCTORS & STUDENTS ONLY

f = FLEX DAYS FOR INSTRUCTORS

[] = LAST DAY OF CLASSES

↑ = MINIMESTER BEGINS

⊙ = HOLIDAY FOR CLASSIFIED



ACADEMIC CALENDAR 2014/2015

Board Approved 03/11/2014

PALO VERDE COMMUNITY COLLEGE DISTRICT ACADEMIC CALENDAR 2014/2015

DAYS OF INSTRUCTION	WK	MON	TUES	WED	THUR	FRI	WK	DESCRIPTION
JANUARY 2015 <u>9</u> DAYS OF INSTRUCTION					1 X	2 X		December 24-Jan. 2 - Winter Break
		5	6	7	8	9		
		12	13	14	15	16		January 19 - Dr. Martin Luther King Jr. Day
		19 X	20 ^f	21 ^f	22 ^f	23 ^f		January 20-23 - Flex Days
	1	<26	27	28	29	30		January 26 - Classes Begin
FEBRUARY <u>18</u> DAYS OF INSTRUCTION	2	2	3	4	5	6		February 6 - Last Day to Register/Refund
	3	9	10	11	12	13 X		Feb 12 - Last day to W/D without "W" grade
	4	16 X	17	18	19	20		February 13 - Lincoln Day
	5	23	24	25	26	27		February 16 - Washington Day
	6	2	3	4	5	6		February 17 - Census
MARCH <u>22</u> DAYS OF INSTRUCTION	7	9	10	11	12	13		March 6 - Last Day to Elect P/NP grade
	8	16	17	18	19	20		
	9	23	24	25	26	27		
	10	30	31					
					1	2	3 X	
APRIL <u>16</u> DAYS OF INSTRUCTION		6 X	7 X	8 (+)	9 (+)	10 (+)		April 6-10 - Spring Break
	11	13	14	15	16	17		
	12	20	21	22	23	24		
	13	27	28	29	30			
							1	
MAY <u>20</u> DAYS OF INSTRUCTION	14	4	5	6	7	8		May 8 - Last Day to W/D with "W" grade
	15	11	12	13	14	15		
	16	18	19	20	21	22		
	17	25 X	26	27	28	29		May 25 - Memorial Day
	18	1	2	3	4	[5]		June 5 - Last Day of classes
JUNE 2015 <u>5</u> DAYS OF INSTRUCTION		8	9	10	11	12		June 1-5 - Finals Week
	1	<15	16	17	18	19		June 6 - Graduation
	2	22	23	24	25	26		June 15 - July 24 - Summer Session
	3	29	30					June 19 - Last day to W/D without "W" grade
								June 22 - Census
TOTAL DAYS OF INSTRUCTION (Spring): 90								
DAYS OF INSTRUCTION	WK	MON	TUES	WED	THUR	FRI	WK	DESCRIPTION
JULY 2015/2016				1	2 ☺	3 X		July 3 - Independence Day (Observance)
	4	6	7	8	9	10		
	5	13	14	15	16	17		July 15 - Last Day to W/D with "W" grade
	6	20	21	22	23	[24]		July 24 - Summer Session Ends
		27	28	29	30	31		
TOTAL DAYS OF INSTRUCTION (Summer): 30								



FINAL EXAM SCHEDULE

FINAL EXAM SCHEDULE

Failure to report for a scheduled final examination may result in a failing grade for the class. In case of emergency, the student must provide the instructor with documentation of the emergence as soon as possible. The chart below gives the final examination schedule for full-semester weekday classes. Exams are two hours in length. Exam times run across the top of the chart. Listed below exam times are the times the classes regularly begin.

Exam Day	8:00—10:00	10:15—12:15	12:30—2:30	2:45—4:45
Monday 12/15	8:00 M 8:00 MTWTHF	9:00 M 9:00 W 9:00 MW 9:30 MW	12:20 MWF 12:30 MW 1:30 MW	3:30 M 4:00 MW
Tuesday 12/16	9:00 T 9:00 TTH 9:30 TTH 10:00 TTH	12:00 T 12:00 TH 12:00 TTH 12:20 TTH	1:00 T 1:30 TTH 2:00 T	3:00 T
Wednesday 12/17	10:00 MW 10:30 MW	11:00 M 12:00 MW 12:00 W	2:00 W	3:00 MW 3:30 MW
Thursday 12/18	8:00 T 8:00 TH 8:00 TTH	11:00 T 11:30 TH	3:00 TH 3:00 TTH 3:30 TTH	4:00 TTH
Friday 12/19	Conflicts	Conflicts	Conflicts	Conflicts

- ◆ Classes scheduled to begin before 8:00AM, 5:10PM or later, or on weekends will hold final exams during finals week on the same time and place of the regularly scheduled class meeting.
- ◆ Short semester classes will hold final exams on the last meeting date.
- ◆ Exam conflicts may be resolved using the time slots indicated on Friday, December 19th. Students having more than three examinations on the same day may file a request with a counselor for a final during one of the “Conflicts” slots; this requires approval from the Vice President of Instructional and Student Services.



METHODS OF INSTRUCTION

Face-To-Face

In a Face-To-Face course 100% of the course is conducted in the traditional classroom/lab with an instructor.

Interactive Television - TELEVISED (ITV)

Instruction is offered via interactive television (closed circuit) to both Blythe students and Needles students. These courses can originate in either Blythe or Needles and are televised in real-time to the other campus.

Correspondence Education

Palo Verde College offers Correspondence Education Courses. Correspondence education means education where the institution provides instructional materials by mail or electronic transmission, including examinations, to students who are separated from the instructor. Interaction between the instructor and the student is limited, is not regular substantive, and is primarily initiated by the student. Correspondence Education is not Distance Education.

Online

All instruction occurs online. Access to e-mail and the Internet is required. Students may be required to complete work using e-mail, chat rooms, discussion boards, and other instructional tools via the Bridge

LEGEND			
M	Monday	CL	Anthony J. Reale Classroom/Lab Center
T	Tuesday	CS	John O. Crain Building
W	Wednesday	FA	Fine and Performing Arts Center
Th	Thursday	HSPV	Head Start
F	Friday	NDLS	Needles Center
Sa	Saturday	PEC	Physical Education Center
TBA	To be announced	SITE	See Instructor for location
♦	Co/Prerequisite and or recommendation— (see College Catalog)	FIELD	See Instructor for location



SCHEDULE OF CLASSES

ACCOUNTING

BLYTHE CAMPUS CLASSES

ACC-100-01	Basic Accounting	4	TTh	9:35 AM—11:35 AM	Martinez, Pedro	CL219
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CORRESPONDENCE CLASSES

ACC-100-02	Basic Accounting	4	ARRANGE	72 HRS	Martinez, Pedro	
ACC-100-03	Basic Accounting	4	ARRANGE	72 HRS	STAFF	
ACC-100-04	Basic Accounting	4	ARRANGE	72 HRS	STAFF	
◆ACC-101-01	Principles of Accounting I	4	ARRANGE	72 HRS	Gaubeca, Michael	

ALCOHOL AND DRUG STUDIES

CORRESPONDENCE CLASSES

◆ADS-101-01	Introduction to Addiction Studies	3	ARRANGE	54 HRS	Jones, Sharon	
◆ADS-102-01	Pharmacology and Physiological Effects of Addiction	3	ARRANGE	54 HRS	Redwine, Karen	
◆ADS-103-01	Case Management and Documentation	3	ARRANGE	54 HRS	STAFF	
◆ADS-104-01	Addiction Prevention: Law, Ethics, and Outreach	3	ARRANGE	54 HRS	Jones, Sharon	
◆ADS-105-01	Dual Diagnosis and Mental Health Issues	3	ARRANGE	54 HRS	Redwine, Karen	
◆ADS-107-01	Group and Family Processes	3	ARRANGE	54 HRS	STAFF	
◆ADS-108-01	Codependency and Family Systems	3	ARRANGE	54 HRS	Redwine, Karen	
ADS-109-01	Substance Abuse in Special Populations	3	ARRANGE	54 HRS	Jones, Sharon	

This schedule is subject to change. Please review the online schedule at www.paloverde.edu for the most current version.



SCHEDULE OF CLASSES

ANTHROPOLOGY

BLYTHE CAMPUS CLASSES

ANT-101-01	Cultural Anthropology	3	TTh	3:30:00 PM	4:50:00 PM	Malson, Suzanne	B05
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ASTRONOMY

BLYTHE CAMPUS CLASSES

AST-101-01	Introductory Astronomy	3	MW	12:00:00 PM	1:20:00 PM	Garcia, Alejandro	CL219
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CORRESPONDENCE CLASSES

AST-105-01	Astronomy: the Solar System	4	ARRANGE		108 HRS	Garcia, Alejandro	
AST-110-01	Astronomy: Beyond the Solar System	4	ARRANGE		108 HRS	Garcia, Alejandro	

AUTOMOTIVE TECHNOLOGY

BLYTHE CAMPUS CLASSES

AUT-100-01	Introduction to Automotive Technology	3	MW	7:19:00 AM	9:19:00 AM	Rinaldi, Henry	TB111
			F	7:19:00 AM	8:19:00 AM	Rinaldi, Henry	TB111
AUT-101-01	Basic Technician Skills	3	MW	9:35:00 AM	11:25:00 AM	Rinaldi, Henry	TB111
			F	9:35:00 AM	10:35:00 AM	Rinaldi, Henry	TB111
AUT-110-01	Brake Systems	3	TTh	7:19:00 AM	9:19:00 AM	Rinaldi, Henry	TB111
			F	8:19:00 AM	9:19:00 AM	Rinaldi, Henry	TB111
AUT-111-01	Automotive Electrical Systems	3	TTh	9:35:00 AM	11:25:00 AM	Rinaldi, Henry	TB111
			F	10:35:00 AM	11:35:00 AM	Rinaldi, Henry	TB111

CORRESPONDENCE CLASSES

AUT-107-01	Beginning Automotive Technology	3	ARRANGE		54 HRS	Rinaldi, Henry	
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SCHEDULE OF CLASSES

BUILDING CONSTRUCTION TECHNOLOGY

BLYTHE CAMPUS CLASSES

BCT-101-01	Rough Carpentry	3	MW	7:19:00 AM	9:19:00 AM	Rhoades, Michael	TB117
			F	7:19:00 AM	8:19:00 AM	Rhoades, Michael	TB117
BCT-110-01	Blueprint Reading	3	TTh	7:19:00 AM	9:19:00 AM	Rhoades, Michael	TB117
			F	8:19:00 AM	9:19:00 AM	Rhoades, Michael	TB117
BCT-113-01	Basic Plumbing	3	MW	9:35:00 AM	11:35:00 AM	Rhoades, Michael	TB117
			F	9:35:00 AM	10:35:00 AM	Rhoades, Michael	TB117
BCT-200-01	Cabinetry I	3	TTh	6:00:00 PM	8:20:00 PM	Rhoades, Michael	TB117
BCT-201-01	Cabinetry II	3	TTh	6:00:00 PM	8:20:00 PM	Rhoades, Michael	TB117
BCT-202-01	Finish Cabinetry	3	TTh	6:00:00 PM	8:20:00 PM	Rhoades, Michael	TB117
BCT-210-01	Interior Trim Carpentry	3	TTh	9:35:00 AM	11:25:00 AM	Rhoades, Michael	TB117
			F	10:35:00 AM	11:35:00 AM	Rhoades, Michael	TB117
BCT-220-01	Photovoltaic Systems	4	MW	12:00:00 PM	2:20:00 PM	Rhoades, Michael	TB117

BIOLOGY

BLYTHE CAMPUS CLASSES

BIO-101-01	Introduction to Biology Laboratory	1	T	12:00:00 PM	12:50:00 PM	Osayande, Solomon	CL216
			Th	12:00:00 PM	1:50:00 PM	Osayande, Solomon	CL216
BIO-101-02	Introduction to Biology Laboratory	1	T	1:00:00 PM	1:50:00 PM	Osayande, Solomon	CL216
			Th	2:00:00 PM	3:50:00 PM	Osayande, Solomon	CL216

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SCHEDULE OF CLASSES

BIOLOGY (CONT.)

BLYTHE CAMPUS CLASSES

◆BIO-111-01	Basic Microbiology	5	MW	8:00:00 AM	12:20:00 PM	Osayande, Solomon	CL216
◆BIO-210-01	Human Anatomy	4	MW	1:30:00 PM	4:20:00 PM	Osayande, Solomon	CL216
◆BIO-210-02	Human Anatomy	4	TTh	8:00:00 AM	10:50:00 AM	Osayande, Solomon	CL216

CORRESPONDENCE CLASSES

BIO-100-02	Introduction to Biology	4	ARRANGE		72 HRS	Nakase, Dana	
BIO-100-03	Introduction to Biology	4	ARRANGE		72 HRS	Osayande, Solomon	

ONLINE CLASSES

BIO-100-01	Introduction to Biology	4	ARRANGE		72 HRS	Bram, Jason	
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BUSINESS

NEEDLES CAMPUS CLASSES

BUS-101-07	Introduction to Business	3	MW	9:20:00 AM	11:00:00 AM	Knight, Nancy	B11
BUS-202-02	Business Communication	3	MW	12:20:00 PM	2:00:00 PM	Knight, Nancy	B11

CORRESPONDENCE CLASSES

BUS-101-01	Introduction to Business	3	ARRANGE		54 HRS	Gaubeca, Michael	
BUS-101-02	Introduction to Business	3	ARRANGE		54 HRS	Frid, Sarah	
BUS-101-03	Introduction to Business	3	ARRANGE		54 HRS	Frid, Sarah	
BUS-101-04	Introduction to Business	3	ARRANGE		54 HRS	Martinez, Pedro	
BUS-101-05	Introduction to Business	3	ARRANGE		54 HRS	Martinez, Pedro	

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SCHEDULE OF CLASSES

BUSINESS (CONT.)

CORRESPONDENCE CLASSES

BUS-101-06	Introduction to Business	3	ARRANGE	54 HRS	STAFF
BUS-105-01	Business Mathematics	3	ARRANGE	54 HRS	Thiebaut, Brian
BUS-105-02	Business Mathematics	3	ARRANGE	54 HRS	STAFF
BUS-135-01	Business Law	3	ARRANGE	54 HRS	Martinez, Pedro
BUS-135-02	Business Law	3	ARRANGE	54 HRS	Martinez, Pedro
◆BUS-201-01	Principles of Organizational Leadership	3	ARRANGE	54 HRS	Frid, Sarah
BUS-202-01	Business Communication	3	ARRANGE	54 HRS	Frid, Sarah
BUS-206-01	Marketing	3	ARRANGE	54 HRS	Gaubeca, Michael

CHILD DEVELOPMENT

BLYTHE CAMPUS CLASSES

CHD-131-01	Music for Early Childhood	3	T	5:20:00 PM	8:10:00 PM	Kuykendall, Suzzanne	HSPV
CHD-145-01	Child Abuse & Neglect	3	M	5:20:00 PM	8:10:00 PM	Kuykendall, Suzzanne	HSPV

NEEDLES / BLYTHE TELEVISED CLASSES

CHD-102-01	Child, Family, and the Community	3	W	10:00:00AM	12:50:00 PM	Wallace, Howard	B10/CL 202
CHD-103-01	Introduction to Curriculum	3	W	2:00:00 PM	4:50:00 PM	Wallace, Howard	B10/CL 202
CHD-107-01	Teaching in a Diverse Society	3	Th	5:20:00 PM	8:10:00 PM	Kuykendall, Suzzanne	B11/CL 202

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SCHEDULE OF CLASSES

CHILD DEVELOPMENT (CONT.)

ONLINE CLASSES

CHD-101-01	Child Growth & Development Childhood	3	ARRANGE	54 HRS	Wallace, Howard
CHD-101-02	Child Growth & Development Childhood	3	ARRANGE	54 HRS	Wallace, Howard
CHD-150-01	Infants and Toddlers	3	ARRANGE	54 HRS	Wallace, Howard

CHEMISTRY

ONLINE CLASSES

CHE-101-01	Introduction to General Chemistry	4	ARRANGE	108 HRS	Raman, Biju
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COMPUTER INFORMATION SYSTEMS

BLYTHE CAMPUS CLASSES

CIS-130-01	Introduction to 3D Computer Animation	3	MW	9:35:00 AM	11:35:00 AM	Peterson, Scott	CL130
			F	9:35:00 AM	10:35:00 AM	Peterson, Scott	CL130
CIS-131-01	Animation Principles and Production I	3	TTh	9:35:00 AM	11:35:00 AM	Peterson, Scott	CL130
			F	10:35:00 AM	11:35:00 AM	Peterson, Scott	CL130
CIS-150-01	Windows	3	MW	12:00:00 PM	2:20:00 PM	Peterson, Scott	CL130
CIS-155-01	Managing Operating Systems	3	TTh	12:00:00 PM	2:20:00 PM	Peterson, Scott	CL130

CORRESPONDENCE CLASSES

CIS-101-01	Introduction to Computers & Information Systems	3	ARRANGE	54 HRS	Peterson, Scott
CIS-101-02	Introduction to Computers & Information Systems	3	ARRANGE	54 HRS	Torres, Angelica
CIS-102-01	Personal Computer Applications	3	ARRANGE	54 HRS	Torres, Angelica
CIS-102-02	Personal Computer Applications	3	ARRANGE	54 HRS	Torres, Angelica
◆CIS-248-01	Systems Analysis and Design	3	ARRANGE	54 HRS	Peterson, Scott

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SCHEDULE OF CLASSES

CRIMINAL JUSTICE

BLYTHE CAMPUS CLASSES

◆CRJ-103-01	Criminal Law	3	M	5:20:00 PM	8:10:00 PM	Smith, William	CL215
CRJ-115-01	Introduction to Law Enforcement And Corrections	3	T	5:20:00 PM	8:10:00 PM	Smith, William	CL215
CRJ-135-01	Spanish for Emergency Services Personnel	3	Th	5:20:00 PM	8:10:00 PM	Ramirez, Angel	CL215
CRJ-164-01	Laws of Arrest, Search and Seizures	2	W	6:00:00 PM	7:50:00 PM	Ramirez, Angel	CL215

ONLINE CLASSES

CRJ-130-01	Alcohol, Narcotics and Drug Abuse	3	ARRANGE		54 HRS	Smith, William	
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ECONOMICS

CORRESPONDENCE CLASSES

◆ECO-106-01	Principles of Microeconomics	3	ARRANGE		54 HRS	Gaubeca, Michael	
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EDUCATION

BLYTHE CAMPUS CLASSES

EDU-131-01	American Sign Language I	3	M	5:20:00 PM	8:10:00 PM	STAFF	CL202
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CORRESPONDENCE CLASSES

EDU-131-02	American Sign Language I	3	ARRANGE		54 HRS	STAFF	
◆EDU-132-01	American Sign Language II	3	ARRANGE		54 HRS	STAFF	

ENGLISH

BLYTHE CAMPUS CLASSES

◆ENG-080-01	Introduction to Writing	3	MW	9:30:00 AM	10:50:00 AM	Stoeckle, Sioux	CL128
◆ENG-081-01	Basic Writing I	3	MW	1:30:00 PM	2:50:00 PM	Stoeckle, Sioux	CL118
◆ENG-081-02	Basic Writing I	3	TTh	12:00:00 PM	1:20:00 PM	Castillo, Richard	CL118

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SCHEDULE OF CLASSES

ENGLISH (CONT.)

BLYTHE CAMPUS CLASSES

◆ENG-082-01	Basic Writing II	3	MW	12:00:00 PM	1:20:00 PM	Stoeckle, Sioux	CL118
◆ENG-082-02	Basic Writing II	3	TTh	1:30:00 PM	2:50:00 PM	Castillo, Richard	CL118
◆ENG-087-01	Supplemental Instruction for Basic Writing I	1	TTh	1:30:00 PM	2:50:00 PM	Stoeckle, Sioux	CL128
◆ENG-087-02	Supplemental Instruction for Basic Writing I	1	MW	12:00:00 PM	1:20:00 PM	Castillo, Richard	CL128
◆ENG-088-01	Supplemental Instruction for Basic Writing II	1	TTh	12:00:00 PM	1:20:00 PM	Stoeckle, Sioux	CL128
◆ENG-088-02	Supplemental Instruction for Basic Writing II	1	MW	1:30:00 PM	2:50:00 PM	Castillo, Richard	CL128
◆ENG-089-01	Supplementary Instruction for Introduction to Writing	1	TTh	9:30:00 AM	10:50:00 AM	Stoeckle, Sioux	CL128
◆ENG-099-01	Basic Composition	3	MW	9:30:00 AM	10:50:00 AM	Lilley-Edgerton, Dennese	CS209
◆ENG-099-02	Basic Composition	3	MW	5:20:00 PM	6:40:00 PM	Castillo, Richard	CL118
◆ENG-101-01	Reading and Composition	3	T	6:50:00 PM	9:40:00 PM	Robertson, Robert	CL119
◆ENG-101-02	Reading and Composition	3	MW	9:30:00 AM	10:50:00 AM	Castillo, Richard	CL118

BLYTHE / NEEDLES TELEVISED CLASSES

◆ENG-101-03	Reading and Composition	3	TTh	12:30:00 PM	1:50:00 PM	Lilley-Edgerton, Dennese	CL202 / B10
◆ENG-103-01	Critical Thinking and English Composition	3	TTh	9:30:00 AM	10:50:00 AM	Lilley-Edgerton, Dennese	CL 202 / B10

NEEDLES CAMPUS CLASSES

◆ENG-099-03	Basic Composition	3	TTh	5:00:00 PM	6:20:00 PM	Hanline, Tracy	B13
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CORRESPONDENCE CLASSES

◆ENG-096-01	Writing Improvement II	3	ARRANGE		54 HRS	Robertson, Robert	
◆ENG-101-04	Reading and Composition	3	ARRANGE		54 HRS	Robertson, Robert	

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SCHEDULE OF CLASSES

ENGLISH (CONT.)

CORRESPONDENCE CLASSES

◆ENG-101-06 Reading and Composition	3	ARRANGE	54 HRS	Thiebaut, Brian
◆ENG-103-02 Critical Thinking and English Composition	3	ARRANGE	54 HRS	Robertson, Robert

ONLINE CLASSES

◆ENG-101-05 Reading and Composition	3	ARRANGE	54 HRS	Robertson, Robert
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ENGLISH AS A SECOND LANGUAGE

BLYTHE CAMPUS CLASSES

◆ESL-080-01 Beginning Language I	3	T	5:20:00 PM	8:10:00 PM	Gamez, Maria	FA119
◆ESL-081-01 Beginning Language II	3	W	5:20:00 PM	8:10:00 PM	Gamez, Maria	FA119
◆ESL-083-01 Intermediate Language II	3	Th	5:20:00 PM	8:10:00 PM	Gamez, Maria	FA119
◆ESL-097-01 Advanced Language II	3	Th	5:20:00 PM	8:10:00 PM	Gamez, Maria	FA119

FRENCH

BLYTHE CAMPUS CLASSES

◆FRE-101-01 Elementary French I	5	TTh	12:00:00 PM	2:20:00 PM	Garcia, Alejandro	CL219
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CORRESPONDENCE CLASSES

◆FRE-101-02 Elementary French I	5	ARRANGE	90 HRS	Garcia, Alejandro
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GEOGRAPHY

CORRESPONDENCE CLASSES

GEO-101-02 Physical Geography	4	ARRANGE	108 HRS	Clinton, Philip
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ONLINE CLASSES

GEO-101-01 Physical Geography	4	ARRANGE	108 HRS	Clinton, Philip
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SCHEDULE OF CLASSES

GENERAL STUDIES

NEEDLES CAMPUS CLASSES

GES-115-06	The Master Student	3	M	3:00:00 PM	5:50:00 PM	Breaux, Kimberly	B10
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CORRESPONDENCE CLASSES

GES-115-01	The Master Student	3	ARRANGE	54 HRS	Hernandez, Victor
GES-115-02	The Master Student	3	ARRANGE	54 HRS	Wallace, Howard
GES-115-03	The Master Student	3	ARRANGE	54 HRS	Wallace, Howard
GES-115-04	The Master Student	3	ARRANGE	54 HRS	STAFF
GES-115-05	The Master Student	3	ARRANGE	54 HRS	STAFF

HEALTH EDUCATION

BLYTHE CAMPUS CLASSES

HEA-140-01	Health Education	3	TTh	11:30:00 AM	12:50:00 PM	Snider, Gregory	CL124
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CORRESPONDENCE CLASSES

HEA-140-02	Health Education	3	ARRANGE	54 HRS	Snider, Gregory
HEA-140-03	Health Education	3	ARRANGE	54 HRS	Snider, Gregory
HEA-140-04	Health Education	3	ARRANGE	54 HRS	Snider, Gregory
HEA-140-05	Health Education	3	ARRANGE	54 HRS	STAFF

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SCHEDULE OF CLASSES

HISTORY

CORRESPONDENCE CLASSES

◆HIS-110-01	World Civilization I	3	ARRANGE	54 HRS	Jones, Thomas
◆HIS-115-01	Current Events	3	ARRANGE	54 HRS	Jones, Thomas
◆HIS-120-01	World Civilization II	3	ARRANGE	54 HRS	Eoff, Kevin
HIS-125-01	California History	3	ARRANGE	54 HRS	Eoff, Kevin
◆HIS-130-01	American History I	3	ARRANGE	54 HRS	Eoff, Kevin
◆HIS-140-01	American History II	3	ARRANGE	54 HRS	Eoff, Kevin

ONLINE CLASSES

◆HIS-140-02	American History II	3	ARRANGE	54 HRS	Eoff, Kevin
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MANAGEMENT

CORRESPONDENCE CLASSES

MAN-106-01	Personnel Management	3	ARRANGE	54 HRS	Frid, Sarah
◆MAN-107-01	Small Business Management	3	ARRANGE	54 HRS	Gaubeca, Michael
MAN-145-01	Organizational Behavior	3	ARRANGE	54 HRS	Martinez, Pedro

MATHEMATICS

BLYTHE CAMPUS CLASSES

◆MAT-080-01	Basic Arithmetic Skills	2	TWTh	10:00:00 AM	10:50:00 AM	Raman, Biju	CL129
◆MAT-082-01	Arithmetic Fundamentals with Lab	4	MTWTh	8:00:00 AM	9:20:00 AM	Raman, Biju	CL129
◆MAT-082-02	Arithmetic Fundamentals with Lab	4	TTh	5:20:00 PM	8:10:00 PM	Sher, Sandra	CL129

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SCHEDULE OF CLASSES

MATHEMATICS (CONT.)

BLYTHE CAMPUS CLASSES

◆MAT-084-03	Elementary Algebra With Lab	4	TTh	12:00:00 PM	2:50:00 PM	Sher, Sandra	CL129
◆MAT-088-01	Intermediate Algebra With Lab	4	MW	5:20:00 PM	8:10:00 PM	Garcia, Alejandro	CL130
◆MAT-106-01	Introduction to Statistics With Lab	4	TTh	5:20:00 PM	8:10:00 PM	Garcia, Alejandro	CL130
◆MAT-110-01	College Algebra	4	MW	5:20:00 PM	7:10:00 PM	Sher, Sandra	CL128

NEEDLES CAMPUS CLASSES

◆MAT-082-03	Arithmetic Fundamen- tals with Lab	4	MW	3:20:00 PM	6:10:00 PM	Mathews, Stanley	B09
◆MAT-083-03	Elementary Algebra	3	TTh	9:00:00 AM	10:20:00 AM	Mills, Robert	B09
◆MAT-088-03	Intermediate Algebra With Lab	4	TTh	3:20:00 PM	6:10:00 PM	Mills, Robert	B10

BLYTHE / NEEDLES TELEVISED/ONLINE CLASSES

◆MAT-084-01	Elementary Algebra With Lab	4	M	2:00:00 PM	4:50:00 PM	Shibalovich, Paul	Online Sessions
			W	2:00:00 AM	4:50:00 PM		CL 129/B11

CORRESPONDENCE CLASSES

◆MAT-080-02	Basic Arithmetic Skills	2	ARRANGE		54 HRS	Raman, Biju
◆MAT-080-03	Basic Arithmetic Skills	2	ARRANGE		54 HRS	STAFF
◆MAT-081-01	Arithmetic Fundamentals	3	ARRANGE		54 HRS	Raman, Biju
◆MAT-081-02	Arithmetic Fundamentals	3	ARRANGE		54 HRS	STAFF
◆MAT-083-01	Elementary Algebra	3	ARRANGE		54 HRS	Sher, Sandra
◆MAT-083-02	Elementary Algebra	3	ARRANGE		54 HRS	Sher, Sandra
◆MAT-086-01	Intermediate Algebra	3	ARRANGE		54 HRS	Sher, Sandra
◆MAT-106-02	Introduction to Statistics With Lab	4	ARRANGE		108 HRS	Garcia, Alejandro

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SCHEDULE OF CLASSES

MATHEMATICS (CONT.)

ONLINE CLASSES

◆MAT-084-02	Elementary Algebra With Lab	4	ARRANGE	108 HRS	Shibalovich, Paul
◆MAT-088-02	Intermediate Algebra With Lab	4	ARRANGE	108 HRS	Shibalovich, Paul
◆MAT-110-02	College Algebra	4	ARRANGE	72 HRS	Shibalovich, Paul

MUSIC

BLYTHE CAMPUS CLASSES

◆MUS-121-01	Music History and Appreciation	3	M	12:00:00 PM 2:50:00 PM	Tribelhorn, John	FA115
◆MUS-135-01	Basics of Reading Music	3	M	5:20:00 PM 8:10:00 PM	Tribelhorn, John	FA115
◆MUS-137-01	History of Rock	3	TTh	9:30:00 AM 10:50:00 AM	Tribelhorn, John	FA115

CORRESPONDENCE CLASSES

◆MUS-121-02	Music History and Appreciation	3	ARRANGE	54 HRS	Tribelhorn, John
◆MUS-121-03	Music History and Appreciation	3	ARRANGE	54 HRS	Tribelhorn, John

NURSING SCIENCES CLINICAL

BLYTHE CAMPUS CLASSES

NSC-128-01	Medical Terminology	3	Th	1:00:00 PM 3:50:00 PM	Copple, Derek	CL224
NSC-130-01	Phlebotomy Technician (CPT1)	3	M	5:20:00 PM 8:10:00 PM	Copple, Derek	CL224
NSC-130-01	Phlebotomy Technician (CPT1)	3	M	8:10:00 PM 8:50:00 PM	Copple, Derek	CL224
◆NSC-132-01	Phlebotomy Technician Practical Experience	1	TBA		Copple, Derek	SITE

CORRESPONDENCE CLASSES

NSC-128-02	Medical Terminology	3	ARRANGE	54 HRS	Copple, Derek
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SCHEDULE OF CLASSES

NURSING

BLYTHE CAMPUS CLASSES

◆NUR-100-01	Certified Nursing Assistant-Lecture	3	Th	9:00:00 AM	11:50:00 AM	Copple, Derek	CL224
◆NUR-102-01	Introduction to Anatomy and Physiology for Allied Health	3	M	2:00:00 PM	4:50:00 PM	Copple, Derek	CL224
◆NUR-106-01	Introduction to Pharmacology II	2	Th	8:00:00 AM	9:30:00 AM	Bruno Mofu, Cheryl	CL210
◆NUR-109-01	Medical-Surgical Nursing I - Lecture	6	Th	10:00:00 AM	12:30:00 PM	Bruno Mofu, Cheryl	CL210
			Th	1:30:00 PM	3:50:00 PM	Bruno Mofu, Cheryl	CL210
NUR-117-01	Nutrition for Nurses	1.5	T	1:00:00 PM	2:30:00 PM	Copple, Derek	CL224
◆NUR-118-01	Certified Nursing Assistant-Clinical	3	T	8:00:00 AM	4:00:00 PM	Flud, Robin	CL224
				8/18/2014-09/12/2014			
			T	6:00:00 AM	2:00:00 PM	Flud, Robin	SITE
				9/15/2014-12/19/2014			
◆NUR-118-02	Certified Nursing Assistant-Clinical	3	F	8:00:00 AM	4:00:00 PM	Perez, Liana	CL224
				8/18/2014-09/12/2014			
			F	6:00:00 AM	2:00:00 PM	Perez, Liana	SITE
				09/15/2014-12/19/2014			
◆NUR-124-01	Medical-Surgical Nursing I - Clinical	5	T	6:00:00 AM	1:15:00 PM	Bruno Mofu, Cheryl	SITE
			W	4:00:00 PM	11:15:00 PM	Bruno Mofu, Cheryl	SITE

PHYSICAL EDUCATION

BLYTHE CAMPUS CLASSES

PHE-100-01	Fitness Center	1	TTh	5:30:00 PM	6:50:00 PM	Snider, Gregory	PE104
◆PHE-135-01	Weight Training	1	TTh	4:00:00 PM	5:20:00 PM	Snider, Gregory	PE104
PHE-184-01	Beginning Adaptive Activity	1	TTh	1:00:00 PM	2:20:00 PM	Snider, Gregory	PE104

CORRESPONDENCE CLASSES

PHE-180-01	Sport Psychology	1	ARRANGE	18 HRS	Osayande, Solomon	
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SCHEDULE OF CLASSES

PHILOSOPHY

BLYTHE CAMPUS CLASSES

PHI-100-01	Introduction of Philosophy	3	M	6:50:00 PM	9:40:00 PM	Robertson, Robert	CL119
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CORRESPONDENCE CLASSES

PHI-100-02	Introduction of Philosophy	3	ARRANGE		54 HRS	Robertson, Robert	
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PHYSICS

CORRESPONDENCE CLASSES

◆PHY-101-01	Introduction to Physics	4	ARRANGE		108 HRS	Garcia, Alejandro	
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POLITICAL SCIENCE

CORRESPONDENCE CLASSES

◆POS-145-01	American Political Institutions	3	ARRANGE		54 HRS	Eoff, Kevin	
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PSYCHOLOGY

BLYTHE CAMPUS CLASSES

◆PSY-101-01	General Psychology	3	M	5:20:00 PM	8:10:00 PM	Redwine, Karen	CL124
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◆PSY-101-02	General Psychology	3	Th	5:20:00 PM	8:10:00 PM	Jones, Sharon	CL124
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◆PSY-115-01	Human Sexuality	3	T	5:20:00 PM	8:10:00 PM	Redwine, Karen	CL124
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◆PSY-210-01	Abnormal Psychology	3	W	5:20:00 PM	8:10:00 PM	Jones, Sharon	CL124
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CORRESPONDENCE CLASSES

◆PSY-101-03	General Psychology	3	ARRANGE		54 HRS	Smith, William	
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◆PSY-110-01	Personal and Social Adjustment I	3	ARRANGE		54 HRS	Smith, William	
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SCHEDULE OF CLASSES

READING

BLYTHE CAMPUS CLASSES

◆RDG-082-01	Basic Reading With Laboratory	3.25	TTh	12:00:00 PM	1:20:00 PM	Brown, Teh-Min	CL117
			TTh	1:20:00 PM	1:50:00 PM	Brown, Teh-Min	CL127
◆RDG-084-01	Beginning Reading With Laboratory	3.25	MW	10:50:00 AM	11:20:00 AM	Brown, Teh-Min	CL124
			MW	10:50:00 AM	11:20:00 AM	Brown, Teh-Min	CL127
◆RDG-086-01	Intermediate Reading With Laboratory	3.25	MW	3:00:00 PM	4:20:00 PM	Brown, Teh-Min	CL124
			MW	4:20:00 PM	4:50:00 PM	Brown, Teh-Min	CL127
◆RDG-086-02	Intermediate Reading With Laboratory	3.25	TTh	9:30:00 AM	10:50:00 AM	Brown, Teh-Min	CL124
			TTh	10:50:00 AM	11:20:00 AM	Brown, Teh-Min	CL127

CORRESPONDENCE CLASSES

◆RDG-096-01	Intermediate Reading	3	ARRANGE	54 HRS	Brown, Teh-Min
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SOCIOLOGY

CORRESPONDENCE CLASSES

◆SOC-101-01	Introduction to Sociology	3	ARRANGE	54 HRS	Medina, Juan
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SPANISH

BLYTHE / NEEDLES TELEVISED CAMPUS CLASSES

SPA-101-01	Elementary Spanish I	5	MW	2:00:00 PM	4:50:00 PM	Medina, Juan	CS209 / B08
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CORRESPONDENCE CLASSES

SPA-101-03	Elementary Spanish I	5	ARRANGE	90 HRS	Medina, Juan
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SPA-102-01	Elementary Spanish II	5	ARRANGE	90 HRS	Medina, Juan
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ONLINE CLASSES

SPA-101-02	Elementary Spanish I	5	ARRANGE	90 HRS	Medina, Juan
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SCHEDULE OF CLASSES

SPEECH

BLYTHE CAMPUS CLASSES

◆SPE-101-01	Introduction to Speech	3	MW	12:30:00 PM	1:50:00 PM	Lilley-Edgerton, Dennese	CS209
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CORRESPONDENCE CLASSES

◆SPE-105-01	Introduction to Intercultural Communication	3	ARRANGE		54 HRS	Lilley-Edgerton, Dennese	
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WELDING

BLYTHE CAMPUS CLASSES

WEL-100-01	Oxyacetylene Gas Welding (OAW)	3	MW	7:19:00 AM	9:19:00 AM	Boire, Joseph	TB110
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			F	7:19:00 AM	8:19:00 AM	Boire, Joseph	TB110
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WEL-101-01	Shielded Metal Arc Welding (SMAW)	3	TTh	7:19:00 AM	9:19:00 AM	Boire, Joseph	TB110
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			F	8:19:00 AM	9:19:00 AM	Boire, Joseph	TB110
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WEL-102-01	Basic Gas Metal Arc Mig Welding (GMAW)	3	TTh	6:00:00 PM	8:20:00 PM	Boire, Joseph	TB110
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WEL-200-01	Advanced Gas Metal Arc Welding (GMAW)	3	MW	9:35:00 AM	11:35:00 AM	Boire, Joseph	TB110
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			F	9:35:00 AM	10:35:00 AM	Boire, Joseph	TB110
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WEL-201-01	Advanced Gas Tungsten Arc Welding (GTAW)	3	TTh	9:35:00 AM	11:35:00 AM	Boire, Joseph	TB110
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			F	10:35:00 AM	11:35:00 AM	Boire, Joseph	TB110
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CORRESPONDENCE CLASSES

WEL-120-01	Intro Welding Principles & Practices	3	ARRANGE		54 HRS	Boire, Joseph	
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NON-CREDIT CLASSES

ADULT BASIC EDUCATION

BLYTHE CAMPUS CLASSES

ABE-059-02 Creative Stitchery 0 W 1:00:00 PM 3:05:00 PM Baker, Glen FA127
09/10/2014-10/29/2014

ABE-059-03 Creative Stitchery 0 W 1:00:00 PM 3:25:00 PM Baker, Glen FA127
11/05/2014-12/17/2014

NEEDLES CAMPUS CLASSES

ABE-059-01 Creative Stitchery 0 W 8:30:00 AM 10:20:00 AM Paget, Janice B15
08/20/2014-10/15/2014

ABE-059-04 Creative Stitchery 0 W 8:30:00 AM 10:20:00 AM Paget, Janice B15
10/22/2014-12/17/2014

NON-CREDIT BASIC EDUCATION

BLYTHE CAMPUS CLASSES

NBE-079-01 Quilting 0 T 9:00:00 AM 12:40:00 PM Brown, Camille FA127
09/16/2014-12/09/2014

NBE-079-02 Quilting 0 T 5:15:00 PM 8:55:00 PM Brown, Camille FA127
09/16/2014-12/09/2014

NBE-079-03 Quilting 0 T 1:00:00 PM 4:40:00 PM Baker, Glen FA127
09/09/2014-12/16/2014

NBE-079-04 Quilting 0 W 9:00:00 AM 12:30:00 PM Baker, Glen FA127
09/10/2014-12/17/2014

NEEDLES CAMPUS CLASSES

NBE-017-01 Digital Photograph 0 Th 6:00:00 PM 7:00:00 PM Terrell, Gary B07

NBE-080-01 Reading & Writing Improvement 0 W 4:00:00 AM 5:50:00 AM Hanline, Tracy B13

NBE-080-01 Reading & Writing Improvement 0 W 3:00:00 PM 4:00:00 PM Hanline, Tracy B05

NBE-099-01 Life Skills Math 0 Th 3:00:00 PM 4:30:00 PM Mathews, Stanley B09

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SCHEDULE PLANNING SHEET

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SCHEDULE PLANNING SHEET

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MY FINAL SCHEDULE

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MY FINAL SCHEDULE

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