Cape Cod Community College
FALL 2007 Course Guide
On-Time Registration

DON'T WAIT! Register Now.
Your Success Really Depends On It!
Register & Pay for classes by Friday, August 31st

We know that students who register at the last minute run an enormous academic risk. This Fall we’re enhancing our Admission and Registration process to support student success.

New and Returning Students: By policy, you must be registered and your bill paid (or arrangements made for a payment plan) by August 6th. Registrations after that date must be paid for at the time of registration.

The final day to register and pay for classes is Friday, August 31st.

Students will be permitted to change a schedule (drop a class and add another) ONLY during the first full week of the semester. No new (first-time) registrations will be permitted during this period, only changes to an existing schedule.

5 Easy Ways to Register

Online • In Person
By Phone • By Mail • By Fax

For complete details, please see page 46.

Pay for your classes at www.capecod.edu.

Registration Office Hours

<table>
<thead>
<tr>
<th>Days</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday, Tuesday</td>
<td>8:30am-4:30pm</td>
</tr>
<tr>
<td>Wednesday</td>
<td>8:30am-7:00pm</td>
</tr>
<tr>
<td>Thursday, Friday</td>
<td>8:30am-4:30pm</td>
</tr>
</tbody>
</table>

Extended Hours

<table>
<thead>
<tr>
<th>Dates</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 27-30</td>
<td>8:30am-6:30pm</td>
</tr>
<tr>
<td>September 4-6</td>
<td>8:30am-6:30pm</td>
</tr>
<tr>
<td>September 10</td>
<td>8:30am-6:30pm</td>
</tr>
</tbody>
</table>

Fall Semester 2007
Academic Calendar
September 5 - December 21

April 30   Fall registration begins for all classes
August 6   Preregistered students’ Tuition and Fees are due
30   Student Orientation
31   Last day to register and pay for classes

September 3   Labor Day observance
4   Professional Day
5   Classes begin
11   Last day to change a schedule
11   Last day to drop with no academic record
11   Last day to drop a course for 100% refund (less $35 deposit)
18   Last day to drop a course for 50% refund
October 8   Columbus Day observance
22   Mid-term warning grades due to Registrar
Oct. 29-Nov. 9   Advising period for pre-registration
November 12   Veterans’ Day observance
13-19   Returning students preregister for Spring 2008 semester
16   Last day to drop an academic course
22-23   Thanksgiving recess
December 10   Last day to resolve INC grades
11   Spring registration begins for all classes
14   Classes end
17-21   Final exam period
31   Final grades due to Registrar

Spring 2008 Semester begins January 22, 2008
Registration begins December 11, 2007

The College reserves the right to make changes in the published academic calendars. Students and staff will be notified if changes must occur.

General College Hours

Monday - Friday • 8:30am - 4:30pm
The following offices are open on Wednesdays until 7pm.

Admissions  Registration
Assessment Center  Transfer Counseling
Business Office  Advanced Studies
Financial Aid  (M-Th until 7:30pm)
Learning Disability Specialist  Advising & Counseling  (M-Th until 8:00pm)
O’Neill Center for Disability Services  Distance Learning  (T-Th until 9:00pm)

Wilkens Library

Visit us online at www.capecod.edu
E-mail the Reference Desk at refdesk@capecod.edu

Hours while classes are in session • Sept. 5 - Dec. 21

Monday-Thursday  8:00am-9:30pm
Friday  8:00am-4:30pm
Saturday  9:00am-1:00pm
Sunday  1:00pm-5:00pm
Welcome to Cape Cod Community College!

As we open our 46th academic year, we’re waiting to provide you with the finest educational environment on a campus rich in opportunities to interact with people and cultures from around the world. Within this extraordinary learning community, you can build a solid academic future, redirect your personal and career goals, or enhance your workforce skills.

Our faculty and staff are committed to putting your needs first. Courses are taught by caring professionals in small, intimate classes where individual attention is the norm, not the exception. Student advising, counseling, and tutoring are equal partners in your academic program. But your total college experience is so much more.

Our deeply wooded campus is often a classroom for the natural sciences, and can become your own recreation center. Our Life Fitness Center can be your own personal “health club.” It’s all up to you.

Please come and explore a new pathway in life, and see just who we are and what you can become.

Best wishes for great success in this new academic year.
Basic Skills Assessment

The purpose of the Skills Assessment is to assist you in identifying your academic strengths and weaknesses in English, reading comprehension, and mathematics. The results will help to determine your appropriate course level so that you can enhance your success at Cape Cod Community College.

Skills assessments must be taken by students enrolling in accounting, English composition, mathematics or science courses, and any other course with a prerequisite requirement. Exceptions will be made for students who have successfully completed comparable college courses and have their transfer credits on file at the Registrar’s Office.

For students submitting an application to the Admissions Office for matriculation into the College, the assessment is mandatory unless prior course credit or test results are available and valid. Assessments are available in reading comprehension, English and mathematics.

All assessments will take place in the Assessment Center - Grossman Commons Building (2nd floor). The fee for assessment/advising is $30; this fee will be billed to you. You should bring a #2 pencil and personal identification.

Assessment appointments for non-matriculated students only are available at 5:30pm (one subject area only: English/Reading Comprehension or Mathematics), 6:30pm or 7:45pm (all subject areas: English, Reading Comprehension and Mathematics) on the following Wednesday evenings:

July 25, August 1, August 8, August 15, August 22, August 29, September 5

Call 1-508-362-2131 x4543 for an appointment.

NOTE: If you have recently applied for admission for the Fall 2007 semester, you will receive specific information in the mail about your assessment, advising, and registration process from the Assessment Center. Please do not schedule an appointment for the above evenings.

Tutoring Center

Lyndon P. Lorusso Applied Technology Building, G-01

The Tutoring Center assists students by offering FREE personalized or small group tutoring for courses taught at Cape Cod Community College. Additionally, the Center offers FREE help in vocabulary, spelling, study skills, grammar, test taking, reading skills, word processing, diagnosis of learning strengths and weaknesses, and more.

Online Appointment System

Beginning the first day of classes, students can make and manage their own tutoring appointments online from the College’s web site at www.capecod.edu; go to Quick Links Menu, Tutoring Appt.

eTutoring

Students taking online classes or those that cannot get to campus to meet with a tutor now have eTutoring. Our students have access to FREE online tutoring in math, writing, accounting, statistics, and life sciences, any time of day, seven days a week at www.capecod.edu; go to Quick Links Menu, eTutoring. Tutoring starts the second week of classes.

STOP STRESS before it begins - GET HELP EARLY!
Call 1-508-362-2131 x4352 or come to Tech G-01.

Writing/Resource Center

Lyndon P. Lorusso Applied Technology Building, G-02

The Writing/Resource Center offers academic support for written assignments using word processing. A writing specialist is available to assist students with questions about researching, formatting, documenting, and writing essays and research papers across the curriculum. Hours are posted.

For more information, call 1-508-362-2131 x4526.

Math Learning Center

Science Hall, Room 112

The Math Learning Center is available to students who want a place to study in small groups, to do mathematics homework with someone available to assist them, to clear up a specific problem, to work with a tutor, or to refer to other text books covering similar information. The Math Learning Center is supervised by math faculty and peer tutors. Hours are posted.

For more information, call 1-508-362-2131 x4626.

5 Reasons To Take This Workshop

1. You haven’t taken an algebra course in over a year.
2. Your “basic” arithmetic skills are a bit rusty.
3. It will give you an opportunity to review sample questions and learn of other resources.
4. It will prepare you to score your best on the test, which will help ensure that you are placed in the correct level math course at Cape Cod Community College.
5. Taking time now to prepare and study for the placement test may help you avoid spending time and money on a lower level developmental math course.

For more information, call 1-508-362-2131 x4318.

...it’s Free!
## Credit Course Schedule

**Fall Semester 2007 • September 5 - December 21**

Cape Cod Community College is committed to students' academic success. Prerequisite courses are established to assure students have the necessary knowledge and skills to succeed in a course. You are required to complete (or be currently enrolled in) prerequisites prior to registering for the next level course.

Any student taking online courses or courses with online components will be responsible to have access to both the Internet and a computer running Internet Explorer v5.5 or higher. Please visit [www.capecod.edu](http://www.capecod.edu) for more information about online course requirements.

### ACCOUNTING

Please see BUSINESS - Accounting, page 7.

### AMERICAN SIGN LANGUAGE

**American Sign Language I**  
ASL101-63 T 6:30-9:30pm C-106 T. Driscoll  
Prerequisite: ENL010 or satisfactory reading comprehension score on the basic skills assessment / 3 credits.

**American Sign Language II**  
ASL102-63 Th 6:30-9:30pm C-106 T. Driscoll  
Prerequisite: ASL101 / 3 credits.

### ANTHROPOLOGY

**Introduction to Anthropology**  
ANT107-01 T Th 9:30-10:45am S-106 J. Oni  
Prerequisite: None / 3 credits.

**World Archaeology**  
ANT108-63 T 6:30-9:30pm S-107 A. Lambert  
Prerequisite: None / 3 credits.

### ART

**Drawing I**  
ART100-01 T Th 9:30-11:10am Studio A S. Anderson  
ART100-02 T Th 11:30am-1:10pm Studio A S. Anderson  
ART100-03 T Th 9:30-11:10am Studio B S. Ringler  
ART100-04 M 2:30-6:00pm Studio A S. Anderson  
ART100-40 Sat. 10:00am-1:30pm Studio B A. Flash  
ART100-42 M W 9:00-10:40am Studio A B. Fuller  
ART100-63 Online and T, 6:00-9:30pm, Studio A, P. Lejeune  
ART100-95 Th 1:30-5:00pm Ptown A. Flash  
Prerequisite: None / 3 credits.

**Design I**  
ART101-01 M W 9:00-10:40am Studio B S. Ringler  
ART101-95 T 9:30am-1:00pm Ptown D. Ritter  
Prerequisite: None / 3 credits.

**Studio Art I**  
ART102-40 T 2:00-5:30pm Studio A P. Lejeune  
Prerequisite: None / 3 credits.

**Painting I**  
ART103-40 T 12:30-4:00pm Studio B B. Fuller  
ART103-95 T 1:00-5:00pm Ptown M. Shields  
ART103-96 M 1:00-4:30pm Ptown F. Golden  
Prerequisite: ART100 / 3 credits.

**Watercolor I**  
ART104-63 Th 6:00-9:30pm Studio B Staff  
Prerequisite: ART100 / 3 credits.

**Visual Fundamentals**  
ART105-40 M W 11:00am-12:40pm Studio A B. Fuller  
Prerequisite: None / 3 credits.

**Sculpture I**  
ART106-40 F 1:00-4:30pm Studio A A. Glover  
ART106-95 M 9:30am-1:00pm Ptown R. Bailey  
Prerequisite: None / 3 credits. May be repeated once for credit / 6 credits maximum.

**Life Drawing**  
ART107-63 W 6:00-9:30pm Studio B H. Blume  
ART107-95 W 10:00am-2:00pm Ptown K. Smith  
Prerequisite: None / 3 credits. May be repeated once for credit.

**History of Art I**  
ART125-01 T Th 9:30-10:45am Lec C M. Canaves  
Prerequisite: None / 3 credits.

**History of Art II**  
ART126-95 M 9:30am-12:30pm Ptown F. Golden  
Prerequisite: None / 3 credits.

**You Can Design!**  
ART130-89 Online S. Anderson  
Prerequisite: None / 1 credit.

**History of Modern Art: From Realism to Surrealism**  
ART132-01 T Th 11:00am-12:15pm Lec C M. Canaves  
ART132-02 M 3:30-6:20pm Lec C M. Canaves  
Prerequisite: Satisfactory basic skills assessment scores / 3 credits.

**Textile/Fiber Arts I**  
ART135-95 Th 9:30am-1:00pm Ptown S. Lyman  
Prerequisite: None / 3 credits.

**Drawing II**  
ART200-40 M 2:30-6:00pm Studio B H. Blume  
ART200-95 Th 1:30-5:00pm Ptown A. Flash  
Prerequisite: ART100 / 3 credits.

**Design II**  
ART201-95 T 9:30am-1:00pm Ptown D. Ritter  
Prerequisite: ART101 / 3 credits.

---

For complete course descriptions visit our web site at [www.capecod.edu](http://www.capecod.edu)
Advanced Projects in the Visual Arts
Portfolio Development & Presentation
ART250-66 M 2:30-3:30pm TV Studio Staff
and W 2:30-5:00pm Studio A
Prerequisite: 6 hours of visual art courses / 3 credits
Note: Students should have a range of art work already completed, art work that they are currently working on and be prepared to create art work that satisfies the demands of portfolio preparation. All artwork presented will be evaluated by the instructor as a basis for acceptance to the course.

ASTRONOMY
Fundamentals of Astronomy
AST101-40 M W 8:30-9:45am Sc-114 J. Alberghini
AST101-40Lab F 8:00-9:50am Sc-114 J. Alberghini
AST101-41 M W 10:00-10:50am Sc-114 J. Alberghini
and F 10:00-10:50am Lec C
AST101-41Lab W 2:30-4:20pm Sc-114 J. Alberghini
AST101-63 T 6:30-9:30pm Sc-114 J. Alberghini
AST101-63Lab Th 6:30-8:30pm Sc-114 J. Alberghini
Prerequisite: MAT030 or satisfactory basic skills assessment scores / 4 credits.

BIOLOGY
Concepts in Biology I
BIO101-01 MWF 9:00-9:50am Lec B P. Tatano
BIO101-01Lab T 11:00am-12:50pm Sc-G3 P. Tatano
BIO101-02Lab T 2:00-3:50pm Sc-G3 P. Tatano
BIO101-40 MWF 12:00-12:50pm Lec B A. Clark
BIO101-03Lab W 2:30-4:20pm Sc-G7 P. Tatano
BIO101-63 T 6:30-9:30pm Lec B C. Paul
BIO101-63Lab Th 6:30-8:30pm Sc-G3 C. Paul
Prerequisite: MAT030 or satisfactory basic skills assessment score / 4 credits.

Concepts in Biology II
BIO102-01 MWF 11:00-11:50am Lec B P. Tatano
BIO102-01Lab F 12:30-2:20pm Sc-G3 P. Tatano
Prerequisite: BIO101 / 4 credits.

Survey of Human Anatomy & Physiology
BIO105-40 M W 2:30-3:45pm Sc-107 A. Clark
BIO105-40Lab F 2:30-4:20pm Sc-G3 A. Clark
BIO105-63 T 6:30-9:30pm Sc-104 Staff
BIO105-63Lab Th 4:00-6:00pm Sc-G3 G. Gaudreau
BIO105-89 Online (lecture is online) Hybrid
BIO105-89Lab T 4:00-6:00pm, Sc-G7, L. Farley-Larocca
Prerequisite: MAT20 & ENL20 or ENL50 or satisfactory basic skills assessment scores / 4 credits.

Human Anatomy and Physiology I
BIO107-01 M W 8:30-9:45am Sc-G7 G. Maguire
BIO107-02 T Th 9:30-10:45am Lec A G. Maguire
BIO107-03 T Th 11:00am-12:15pm Sc-G7, L. Farley-Larocca
BIO107-01Lab M 11:00am-12:50pm Sc-G7 G. Maguire
BIO107-02Lab M 2:30-4:20pm Sc-G7 G. Maguire
BIO107-03Lab T 2:00-3:50pm Sc-G7 G. Maguire
BIO107-04Lab W 2:30-4:20pm Sc-G7 G. Maguire
BIO107-05Lab F 8:30-10:20am Sc-G7 G. Maguire

To Register, call 1-508-375-4012 or Register Online at www.capecod.edu

For complete course descriptions visit our web site at www.capecod.edu
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Day</th>
<th>Time</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO107-63</td>
<td>M</td>
<td>6:30-9:30pm</td>
<td>Sc-114</td>
<td>A. Clark</td>
</tr>
<tr>
<td>BIO107-63Lab W</td>
<td>6:30-8:30pm</td>
<td>Sc-G7</td>
<td>A. Clark</td>
<td></td>
</tr>
</tbody>
</table>

**Prerequisite:** CHM109 or BIO101 or CHM101 / 4 credits.

### Human Anatomy and Physiology II

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Day</th>
<th>Time</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO108-01</td>
<td>MWF</td>
<td>10:00-10:50am</td>
<td>Sc-G7, L. Farley-Larocca</td>
<td></td>
</tr>
<tr>
<td>BIO108-02</td>
<td>TTh</td>
<td>12:30-1:45pm</td>
<td>Sc-G7, L. Farley-Larocca</td>
<td></td>
</tr>
<tr>
<td>BIO108-01Lab W</td>
<td>11:00am-12:50pm</td>
<td>Sc-G7, L. Farley-Larocca</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO108-02Lab Th</td>
<td>2:00-3:50pm</td>
<td>Sc-G7, L. Farley-Larocca</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO108-03Lab F</td>
<td>11:00am-12:50pm</td>
<td>Sc-G7, L. Farley-Larocca</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO108-63 T</td>
<td>6:30-9:30pm</td>
<td>Lec C, Staff</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO108-63Lab Th</td>
<td>6:30-8:30pm</td>
<td>Sc-G7, Staff</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Prerequisite:** None / 4 credits.

### Microbiology

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Day</th>
<th>Time</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO201-01 M</td>
<td>8:30-9:45am</td>
<td>Sc-107, H. Chikarmene</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO201-01Lab M</td>
<td>10:00-11:50am</td>
<td>Sc-107, H. Chikarmene</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO201-02Lab W</td>
<td>10:00-11:50am</td>
<td>Sc-107, H. Chikarmene</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO201-63 T</td>
<td>6:30-9:30pm</td>
<td>Sc-107, Y. Coursey</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO201-63Lab Th</td>
<td>6:30-8:30pm</td>
<td>Sc-107, Y. Coursey</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Prerequisite:** CHM101 or CHM109 and BIO101 or BIO107 / 4 credits.

### BUSINESS - Accounting

#### Accounting I with Computer Applications

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Day</th>
<th>Time</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC111-01 M</td>
<td>8:30-9:45am</td>
<td>T-203, J. Sweet</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ACC111-02 TTh</td>
<td>9:30-10:45am</td>
<td>T-103, J. Sweet</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ACC111-40 TTh</td>
<td>8:00-9:15am</td>
<td>T-101, R. Palma</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ACC111-63 T</td>
<td>6:30-9:30pm</td>
<td>T-203, M. Tulman</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Prerequisite:** MAT020 and ENL020 or satisfactory basic skills assessment scores / 3 credits.

#### Accounting II with Computer Applications

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Day</th>
<th>Time</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC112-01 TTh</td>
<td>8:00-9:15am</td>
<td>T-103, J. Sweet</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ACC112-40 M</td>
<td>2:00-3:15pm</td>
<td>T-102, M. Tulman</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ACC112-63 T</td>
<td>6:30-9:30pm</td>
<td>T-G2, E. Clay</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Prerequisite:** MAT030 or satisfactory basic skills assessment score and ACC111 or ACC101 / 3 credits.

#### Financial Accounting

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Day</th>
<th>Time</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC201-01 M</td>
<td>2:30-3:45pm</td>
<td>T-103, K. Bent</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ACC201-02 TTh</td>
<td>11:00am-12:15pm</td>
<td>T-102, J. Sweet</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ACC201-63 Th</td>
<td>6:30-9:30pm</td>
<td>N-117, E. Clay</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Prerequisite:** MAT030 and ENL020 or satisfactory basic skills assessment scores and BUS100 (HRM140 for H/R students) / 3 credits.

#### Managerial Accounting

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Day</th>
<th>Time</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC202-40 TTh</td>
<td>9:30-10:45am</td>
<td>S-115, R. Palma</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Prerequisite:** ACC201 or ACC111 and ACC112 / 3 credits.

#### Intermediate Accounting I

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Day</th>
<th>Time</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC221-63 Th</td>
<td>6:30-9:30pm</td>
<td>N-116, M. Tulman</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Prerequisite:** ACC102 / 3 credits.

#### Accounting Cooperative Work Experience

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Day</th>
<th>Time</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC261-40 Contact J. Sweet at 1-508-362-2131 x4398.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Prerequisite:** ACC102 and permission of Business Administration Accounting coordinator / 3 credits.

### BUSINESS - Entrepreneurship

#### Introduction to Entrepreneurship

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Day</th>
<th>Time</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENT108-01 TTh</td>
<td>11:00am-12:15pm</td>
<td>Lec A, M. Bejtlich</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENT108-89 Online</td>
<td></td>
<td></td>
<td>M. Bejtlich</td>
<td></td>
</tr>
</tbody>
</table>

**Prerequisite:** None / 3 credits.

#### Business Plan Preparation

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Day</th>
<th>Time</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENT109-89 Online</td>
<td></td>
<td></td>
<td>D. Lawrence</td>
<td></td>
</tr>
</tbody>
</table>

**Prerequisite:** ENL101 and MAT030 or satisfactory basic skills assessment score / 3 credits.

#### Entrepreneurial Cooperative Work Experience

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Contact M. Bejtlich at 1-508-362-2131 x4519.</th>
</tr>
</thead>
</table>

**Prerequisite:** ENT108 and ENT109 / 3 credits.

### BUSINESS - General

#### Introduction to Business

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Day</th>
<th>Time</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS100-01 M</td>
<td>8:30-9:45am</td>
<td>S-111, G. Knell</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUS100-02 TTh</td>
<td>11:00am-12:15pm</td>
<td>N-117, G. Knell</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUS100-03 TTh</td>
<td>12:30-1:45pm</td>
<td>S-111, G. Knell</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUS100-41 MWF</td>
<td>10:00-10:50am, L-Conf Room, Staff</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUS100-63 W</td>
<td>6:30-9:30pm</td>
<td>Lec C, Staff</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUS100-89 Online</td>
<td></td>
<td></td>
<td>G. Knell</td>
<td></td>
</tr>
</tbody>
</table>

**Prerequisite:** None / 3 credits.

#### Business Law I

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Day</th>
<th>Time</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS120-40 TTh</td>
<td>7:00-8:15am</td>
<td>N-116, D. Sementa</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUS120-63 T</td>
<td>6:30-9:30pm</td>
<td>N-106, C. Sabatt</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Prerequisite:** None / 3 credits.

#### Business Finance

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Contact M. Bejtlich at 1-508-362-2131 x4519.</th>
</tr>
</thead>
</table>

**Prerequisite:** ACC101 and ACC105 / 3 credits.

#### Management

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Day</th>
<th>Time</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS214-01 TTh</td>
<td>9:30-10:45am</td>
<td>N-116, M. Bejtlich</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUS214-02 M</td>
<td>8:30-9:45am</td>
<td>N-116, M. Bejtlich</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUS214-63 W</td>
<td>6:30-9:30pm</td>
<td>S-114, Staff</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUS214-89 Online</td>
<td></td>
<td></td>
<td>M. Bejtlich</td>
<td></td>
</tr>
</tbody>
</table>

**Prerequisite:** ACC101 and ACC105 / 3 credits.

#### Management Cooperative Work Experience

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Contact M. Bejtlich at 1-508-362-2131 x4519.</th>
</tr>
</thead>
</table>

**Prerequisite:** Grade of C or better in ACC105, BUS100, BUS103, ENL101 and an evaluative interview with the instructor / 3 credits.

For complete course descriptions visit our web site at [www.capecod.edu](http://www.capecod.edu)
BUSINESS - Marketing

Marketing
MKT100-01 M W 2:30-3:45pm N-116 M. Bejtlich
MKT100-40 MWF 10:00-10:50am N-G5 D. Lafer
MKT100-41 T Th 12:30-1:45pm N-103 M. Agostinelli
MKT100-63 M 6:30-9:30pm S-114 M. Ells
MKT100-89 Online D. Burrill
Prerequisite: ENL020 or satisfactory basic skills assessment / 3 credits.

Advertising
MKT103-40 MWF 8:00-8:50am N-104 D. Lafer
Prerequisite: None / 3 credits.

Consumer Behavior
MKT106-40 T Th 2:00-3:15pm S-114 Staff
Prerequisite: MKT100 / 3 credits.

Principles of Sales and Promotions
MKT200-01 T Th 9:30-10:45am S-114 G. Knell
Prerequisite: MKT100, MKT106, and MKT112 / 3 credits.

Marketing Cooperative Work Experience
MKT261-63 Contact G. Knell at 1-508-362-2131 x4404.
MKT261-64 Contact M. Bejtlich at 1-508-362-2131 x4519.
Prerequisite: MKT100 / 3 credits.

CHEMISTRY

General Chemistry I
CHM101-01 MWF 10:00-10:50am Lec B M. Rich
CHM101-01Lab W 2:30-5:20pm Sc-220 M. Rich
CHM101-02Lab F 12:00-2:50pm Sc-220 M. Rich
CHM101-63 Th 6:30-9:30pm Sc-105 M. Rich
CHM101-63Lab T 6:30-9:30pm Sc-220 M. Rich
Prerequisite: MAT040 or satisfactory basic skills assessment score / 4 credits.

Survey of Chemistry
CHM106-01 M 3:00-6:00pm Sc-114 R. Scofield
CHM106-01Lab M 6:00-8:00pm Sc-220 R. Scofield
Prerequisite: MAT020 or satisfactory basic skills assessment score / 4 credits.

Chemistry for the Health Sciences I
CHM109-01 T Th 9:30-10:45am N-G5 M. Rich
CHM109-01Lab T 11:00am-12:50pm Sc-220 R. Scofield
CHM109-02Lab T 1:00-2:50pm Sc-220 R. Scofield
CHM109-40 T 3:00-6:00pm Lec C J. Campbell
CHM109-40Lab T 6:00-8:00pm Sc-218 J. Campbell
CHM109-41 T 3:00-6:00pm Lec C J. Campbell
CHM109-41Lab T 6:00-8:00pm Sc-218 J. Campbell
CHM109-63 M 6:30-9:30pm Lec B J. Alai
CHM109-63Lab W 5:00-6:50pm Sc-218 J. Alai
CHM109-64Lab W 7:00-8:50pm Sc-220 J. Alai
Prerequisite: MAT030 or satisfactory basic skills assessment score / 4 credits.

Organic Chemistry I
CHM201-01 T 8:00-10:50am Sc-105 R. Scofield
CHM201-40Lab T 12:30-3:50pm Sc-221 M. Rich
Prerequisite: CHM102 / 5 credits.

COMMUNICATION

Voice and Diction
COM100-40 T Th 12:30-1:45pm A-MusicRm E. Kelly
COM100-63 W 6:30-9:30pm A-MusicRm B. Skelley
Prerequisite: None / 3 credits.

Oral Communication
COM103-01 M W 7:00-8:15am S-116 P. Lee
COM103-02 M W 8:30-9:45am S-116 P. Lee
COM103-03 MWF 9:00-9:50am S-117 D. Bird
COM103-04 MWF 9:00-9:50am N-115 J. French
COM103-05 MWF 10:00-10:50am S-116 J. French
COM103-06 MWF 11:00-11:50am S-117 D. Bird
COM103-07 MWF 2:30-3:20pm S-117 D. Bird
COM103-08 M 3:30-6:20pm S-117 D. Bird
COM103-09 W 2:30-5:20pm S-116 N. Willets
COM103-10 Online and
Th 3:30-6:20pm S-116 L. Boragine
COM103-11 T Th 8:00-9:15am S-116 P. Lee
COM103-12 T Th 9:30-10:45am S-116 P. Lee
Prerequisite: ENL010 or a satisfactory reading comprehension score on the basic skills assessment / 3 credits.

Survey of Mass Communication
COM105-01 MWF 10:00-10:50am N-G6 J. Kershner
COM105-89 Online Staff
Prerequisite: ENL010 or a satisfactory reading comprehension score on the basic skills assessment / 3 credits.

Radio Broadcasting
COM113-40 F 9:00am-12:00pm WKKL L. Zinsius
COM113-41 W 2:30-5:30pm WKKL L. Zinsius
Prerequisite: None / 3 credits.

Advanced Radio Production
COM231-40 TBA Staff
Prerequisite: COM113 / 3 credits.

Interpersonal Communication
COM201-01 T Th 9:30-10:45am S-114 G. Knell
Prerequisite: COM103 / 3 credits.

Small Group Communication
COM202-01 M W 2:30-3:45pm S-108 L. Boragine
Prerequisite: COM103 / 3 credits.

CHEMISTRY

General Chemistry I
CHM101-01 MWF 10:00-10:50am Lec B M. Rich
CHM101-01Lab W 2:30-5:20pm Sc-220 M. Rich
CHM101-02Lab F 12:00-2:50pm Sc-220 M. Rich
CHM101-63 Th 6:30-9:30pm Sc-105 M. Rich
CHM101-63Lab T 6:30-9:30pm Sc-220 M. Rich
Prerequisite: MAT040 or satisfactory basic skills assessment score / 4 credits.

Survey of Chemistry
CHM106-01 M 3:00-6:00pm Sc-114 R. Scofield
CHM106-01Lab M 6:00-8:00pm Sc-220 R. Scofield
Prerequisite: MAT020 or satisfactory basic skills assessment score / 4 credits.

Chemistry for the Health Sciences I
CHM109-01 T Th 9:30-10:45am N-G5 M. Rich
CHM109-01Lab T 11:00am-12:50pm Sc-220 R. Scofield
CHM109-02Lab T 1:00-2:50pm Sc-220 R. Scofield
CHM109-40 T 3:00-6:00pm Lec C J. Campbell
CHM109-40Lab T 6:00-8:00pm Sc-218 J. Campbell
CHM109-41 T 3:00-6:00pm Lec C J. Campbell
CHM109-41Lab T 6:00-8:00pm Sc-218 J. Campbell
CHM109-63 M 6:30-9:30pm Lec B J. Alai
CHM109-63Lab W 5:00-6:50pm Sc-218 J. Alai
CHM109-64Lab W 7:00-8:50pm Sc-220 J. Alai
Prerequisite: MAT030 or satisfactory basic skills assessment score / 4 credits.

Organic Chemistry I
CHM201-01 T 8:00-10:50am Sc-105 R. Scofield
CHM201-40Lab T 12:30-3:50pm Sc-221 M. Rich
Prerequisite: CHM102 / 5 credits.

NEW!

For complete course descriptions visit our web site at www.capecod.edu

To Register, call 1-508-375-4012 or Register Online at www.capecod.edu

Credit Courses

Hybrid

www.capecod.edu
Cape Cod Community College • FALL 2007
Public Speaking
COM203-40 M W 2:30-3:45pm S-111 P. Lee
Prerequisite: COM103 / 3 credits.

Argumentation and Debate
COM207-01 T 3:30-6:20pm S-108 L. Boragine
Prerequisite: COM103 / 3 credits.

COMPUTER SCIENCE
Computer Programming I: Java
CSC110-01 T Th 11:00am-12:15pm T-103 M. Moynihan
Prerequisite: MAT030 or satisfactory basic skills assessment score / 3 credits.

Computer Programming I: C++
CSC120-63 W 6:00-9:40pm T-103 L. Maser
Prerequisite: MAT030 or satisfactory basic skills assessment score and working knowledge of any programming language / 4 credits.

CONSTRUCTION TECHNOLOGY
Quantitative Skills for Construction
CON100-63 T 4:30-6:20pm S-115 J. Ryan
Prerequisite: MAT030 or satisfactory basic skills assessment score / 2 credits.

Materials of Construction
CON105-63 W 6:30-9:30pm S-108 W. Henry
Prerequisite: None / 2 credits.

Construction Technology
CON110-63 T 6:30-9:30pm S-106 J. Ryan
Prerequisite: None / 3 credits.

Construction Estimating & Practice
CON115-63 T 6:00-9:00pm T-117 P. Arsenault
Prerequisite: None / 3 credits.

Working with the MA State Building Codes
CON120-63 M 6:30-9:30pm S-G8 J. Dymecki
Prerequisite: None / 3 credits.

Computer Aided Drafting I
CON130-63 Th 6:30-9:30pm T-101 K. Hayes
Prerequisite: None / 3 credits.

Architectural Computer Aided Drafting I
CON225-63 M 6:30-9:30pm T-202 D. Dinco
Prerequisite: CON130 / 3 credits.

CRIMINAL JUSTICE
Substantive Criminal Law
CRJ101-01 T Th 8:00-9:15am N-115 N. Dempsey
CRJ101-02 T Th 9:30-10:45am N-103 N. Dempsey
CRJ101-63 M 6:30-9:30pm N-105 W. O’Neill
Prerequisite: None / 3 credits.

Criminology, Theory and Practice
CRJ105-01 MWF 8:00-8:50am S-114 Z. Kilmurray
CRJ105-02 MWF 10:00-10:50am S-105 Z. Kilmurray
CRJ105-03 M W 2:30-3:45pm N-117 Z. Kilmurray
Prerequisite: None / 3 credits.

Contemporary Policing
CRJ125-01 MWF 9:00-9:50am N-103 Z. Kilmurray
CRJ125-02 MWF 11:00-11:50am N-118 Z. Kilmurray
CRJ125-40 W 3:30-6:20pm S-107 C. Carhart
Prerequisite: None / 3 credits.

Criminal Evidence
CRJ130-40 M 2:30-5:20pm N-103 N. Dempsey
Prerequisite: None / 3 credits.

Principles of Investigation I
CRJ206-40 T 3:30-6:20pm N-G6 J. Szucs
Prerequisite: All Level I Criminal Justice courses / 3 credits.

Ethical Issues in Criminal Justice
CRJ210-01 T Th 11:00am-12:15pm Lec B N. Dempsey
Prerequisite: All Level I Criminal Justice courses / 3 credits.

Crisis Intervention for Criminal Justice Professionals
CRJ220-40 M 3:30-6:20pm S-105 P. Carnes
Prerequisite: All Level I Criminal Justice courses / 3 credits.

Criminal Justice Cooperative Work Experience I
CRJ261-01 W 2:30-5:20pm TBA N. Dempsey
Prerequisite: All Level I Criminal Justice courses / 3 credits.

Students registering for CRJ261 Criminal Justice Cooperative Work Experience should refer to page 44 regarding the Criminal Offender Record Information (CORI) and Sex Offender Registry Information checks.

DANCE
Please see Theater & Dance, page 21.

DENTAL HYGIENE
Oral Tissues I
DEN101-01 T 9:00-11:00am S-G8 E. Madden
Prerequisite: MAT030, ENL020 and ENL050 or satisfactory basic skills assessment scores and CHM109 / 2 credits.

Principles of Oral Radiology
DEN103-01 T 1:30-3:30pm S-G8 N. Shearer
Prerequisite: MAT030 and CHM109 / 3 credits.

Oral Radiology Laboratory
DEN503-01 M 2:00-5:00pm S-G11 N. Shearer
DEN503-02 W 9:00am-12:00pm S-G11 L. Somerville
DEN503-03 W 2:00-5:00pm S-G11 N. Shearer
DEN503-04 F 8:00-11:00am S-G11 L. Somerville
DEN503-05 F 11:30am-2:30pm S-G11 Staff

For complete course descriptions visit our web site at www.capecod.edu
Dental Hygiene I
DEN121-01 Th 9:00-11:00am S-G8 J. Towle
Prerequisite: MAT030, ENL020 and ENL050 or satisfactory basic skills assessment score and CHM109 / 2 credits.

Dental Hygiene I
DEN126-01 M W 9:00am-12:00pm S-G6 J. Towle
DEN126-02 M W 2:00-5:00pm S-G6 J. Towle
DEN126-03 F 11:30am-1:30pm S-G6 J. Towle
Prerequisite: MAT030, ENL020 and ENL050 or satisfactory basic skills assessment scores / 3 credits.

Dental Hygiene III
DEN230-40 W 11:00am-1:00pm S-G8 D. Bridges
DEN236-01 T Th 9:00am-5:00pm S-G6 N. Shearer
Prerequisite: DEN123 and DEN128 / 2 credits.

Dental Materials
DEN209-40 M 10:00-11:50am S-G8 P. Fasano
Prerequisite: CHM109 and DEN101 / 3 credits.

Periodontics
DEN211-01 W 9:00-11:00am S-G8 E. Madden
Prerequisite: DEN123 and DEN128 / 2 credits.

Dental Hygiene III
DEN236-01 M 10:00-11:50am S-G8 P. Fasano
DEN236-02 M W 2:00-5:00pm S-G6 J. Towle
DEN236-03 F 11:30am-1:30pm S-G6 J. Towle
Prerequisite: MAT030, ENL020 and ENL050 or satisfactory basic skills assessment scores / 3 credits.

Dental Hygiene I
DEN126-01 M W 9:00am-12:00pm S-G6 J. Towle
DEN126-02 M W 2:00-5:00pm S-G6 J. Towle
DEN126-03 F 11:30am-1:30pm S-G6 J. Towle
Prerequisite: MAT030, ENL020 and ENL050 or satisfactory basic skills assessment scores / 2 credits.

Dental Hygiene I
DEN126-01 M W 9:00am-12:00pm S-G6 J. Towle
DEN126-02 M W 2:00-5:00pm S-G6 J. Towle
DEN126-03 F 11:30am-1:30pm S-G6 J. Towle
Prerequisite: MAT030, ENL020 and ENL050 or satisfactory basic skills assessment scores / 2 credits.

Dental Materials
DEN209-40 M 10:00-11:50am S-G8 P. Fasano
Prerequisite: CHM109 and DEN101 / 3 credits.

Periodontics
DEN211-01 W 9:00-11:00am S-G8 E. Madden
Prerequisite: DEN123 and DEN128 / 2 credits.

Dental Hygiene III
DEN236-01 T Th 9:00am-5:00pm S-G6 N. Shearer
Prerequisite: DEN123 and DEN128 / 4 credits.

Pain Management in Dental Hygiene
DEN237-40 F 12:30-1:30pm T-101 D. Bridges
Prerequisite: DEN123 and DEN128 / 2 credits.

Dental Hygiene III
DEN236-01 T Th 9:00am-5:00pm S-G6 N. Shearer
Prerequisite: DEN123 and DEN128 / 4 credits.

Clinical Dental Hygiene III
DEN236-01 M 10:00-11:50am S-G8 P. Fasano
DEN236-02 M W 2:00-5:00pm S-G6 J. Towle
DEN236-03 F 11:30am-1:30pm S-G6 J. Towle
Prerequisite: MAT030, ENL020 and ENL050 or satisfactory basic skills assessment scores / 3 credits.

Prep for College Reading
ENL010-40 MWF 9:00-9:50am N-108 L. Davis
ENL010-41 T Th 9:30-10:45am N-115 J. Loncich
ENL010-63 T 6:30-9:30pm N-104 M. O'Connor
Prerequisite: Recommendation by basic skills assessment score. Letter grade or Pass-Fail / 3 non-degree credits.

College Reading and Study Skills
ENL020-40 MWF 10:00-10:50am S-111 L. Davis
ENL020-41 MWF 12:00-12:50pm N-117 L. Davis
Prerequisite: Recommendation by basic skills assessment score. Letter grade or Pass-Fail / 3 non-degree credits.

To Register, call 1-508-375-4012 or Register Online at www.capecod.edu
MAT030-42 T Th 8:00-9:15am Sc-103 R. Fenn
MAT030-43 50% Online and Th 9:30-10:45am T-102 M. Sullivan
MAT030-44 T Th 12:30-1:45pm N-106 M. Zhang
MAT030-49 W 9:00am-12:00pm Sc-101 J. Rogers
MAT030-63 M 6:30-9:30pm S-107 T. Panitz
MAT030-64 T 6:30-9:30pm S-G8 J. Sears
Prerequisite: MAT020 or satisfactory basic skills assessment score. Letter grade or Pass-Fail / 3 non-degree credits.

MAT040-01 M W 8:30-9:45am N-106 M. Zhang
MAT040-02 MWF 11:00-11:50am S-107 T. Panitz
MAT040-03 MWF 2:30-3:20pm S-107 T. Panitz
Paired Course ~ see page 21 for details.
MAT040-04 M W, 8:30-9:45am N-G5 A. Wan
and T Th, 9:30-10:45am T-203, 10/24-12/14 MAT040-04 is paired with MAT030-01.
MAT040-05 T 3:30-6:20pm S-107 T. Panitz
MAT040-63 W 6:30-9:30pm S-107 R. Bates
Prerequisite: MAT030 or satisfactory basic skills assessment score. Letter grade or Pass-Fail / 3 non-degree credits.

EARLY CHILDHOOD EDUCATION
Students registering for Early Childhood Education course(s) requiring a field experience, practicum, or observation should refer to page 44 regarding the Criminal Offender Record Information (CORI) and Sex Offender Registry Information checks.

Intro to Early Childhood Education
ECE100-40 MWF 9:00-9:50am N-118 J. Cedeno
ECE100-63 W 6:30-9:30pm N-118 B. Jones
Prerequisite: ENL020 and ENL050 or satisfactory basic skills assessment scores / 3 credits.

Introduction to Young Children with Special Needs
ECE105-63 T 3:30-6:30pm S-117 M. Donahue
ECE105-64 W 6:30-9:30pm C-115 M. Cronin
Prerequisite: ECE100 or PSY201 / 3 credits.

Child Growth and Development
ECE110-63 Online and Th 4:00-7:00pm N-118 J. Cedeno
This class will meet on campus: 9/6, 10/4, 11/1, & 12/7 Prerequisite: None / 3 credits.

Teaching Infants and Toddlers
ECE200-40 MWF 8:00-8:50am N-118 G. Thauer
Prerequisite: PSY201 or ECE100 / 3 credits.

Preschool Curriculum Planning
ECE201-01 M W 2:30-3:45pm N-118 D. Murphy
Prerequisite: ECE100 or PSY201 / 3 credits.

Advanced Curriculum Development: ECE
ECE202-01 T 3:30-6:20pm N-118 D. Murphy
Prerequisite: ECE201 / 3 credits.

Strategies for Teaching Math & Science
ECE211-40 Th 3:30-6:20pm N-117 D. Murphy
Prerequisite: PSY201 / 3 credits.

Classroom Management: Skills/Strategies for ECE Teachers
ECE221-40 W 3:30-6:20pm N-103 B. Jones
Prerequisite: PSY201 or ECE110 / 3 credits.

Practicum Early Childhood Education
ECE230-01 M 3:45-5:00pm N-108 D. Murphy
Prerequisite: PSY201 and ECE201 / 6 credits.

Selected Topics in Early Childhood: Prosocial Development
ECE242-63 W 6:30-9:30pm, 9/5-10/3, N-103, D. Murphy
ECE242-64 W 6:30-9:30pm, 10/10-11/7, N-103, M. Donahue
ECE242-65 Th 6:30-9:30pm, 9/13-10/18, N-118, J. Cedeno
Prerequisite: Any introductory-level social and/or behavioral science course / 1, 2, or 3 credits. May be repeated for credit; 3 credits maximum. Note: All sections are offered for 1 credit.

Administration: Early Childhood Programs
ECE290-63 T 6:30-9:30pm N-115, M. Donahue
Prerequisite: Four Early Childhood Education courses / 3 credits.

Leadership and Management in ECE
ECE291-63 M 6:30-9:30pm, 9/10-11/12, N-107, D. Murphy
Prerequisite: ECE110 or PSY201 / 2 credits.

The Early Childhood Education program at Cape Cod Community College is accredited by the National Association for the Education of Young Children (NAEYC).

EARTH SCIENCE
Introduction to Earth Science
ESC101-40 MWF 8:00-8:50am N-105 D. Bill
ESC101-40Lab M 3:00-4:50pm Sc-218 D. Bill
ESC101-63 W 6:30-9:30pm S-103 D. Bill
ESC101-63Lab M 6:30-8:30pm Sc-218 D. Bill
Prerequisite: MAT030, ENL020 or ENL050 or satisfactory basic skills assessment scores / 4 credits.

Fundamentals of Oceanography
ESC105-63 T 3:30-6:30pm S-117 M. Donahue
ESC105-64 W 6:30-9:30pm C-115 M. Cronin
Prerequisite: MAT030 or satisfactory basic skills assessment scores / 4 credits.

ECONOMICS
Principles of Macroeconomics
ECO117-40 MWF 10:00-10:50am T-204 Staff
ECO117-41 T Th 2:00-3:15pm S-115 Staff
ECO117-63 T 6:30-9:30pm N-117 P. Jacobson
ECO117-89 Online V. Gautam
Prerequisite: None / 3 credits.

Principles of Microeconomics
ECO118-40 MWF 11:00-11:50am S-115 Staff
ECO118-41 T Th 11:00am-12:15pm S-115 Staff
Prerequisite: None / 3 credits.

For complete course descriptions visit our web site at www.capecod.edu

Cape Cod Community College • FALL 2007 www.capecod.edu
Investments
ECO119-40 T Th 12:30-1:45pm N-117 P. Jacobson
Prerequisite: MAT030 / 3 credits.

EDUCATION
Foundation of Education
EDU101-63 W 3:00-6:00pm, L-Conf Room W. Klar
Prerequisite: ENL101 and ENL050 or satisfactory basic skills assessment score / 3 credits.

ENGLISH
Also see DEVELOPMENTAL EDUCATION, page 10, and LITERATURE, page 17.

English Composition I
Paired Course ~ see page 21 for details.
ENL101-01 MWF, 11:00am-12:50pm, 10/24-12/14, P. Allen.
ENL101-01 is paired with ENL050-01
ENL101-02 MWF 12:00-12:50pm N-106 M. Olendzenski
ENL101-03 MWF 12:00-12:50pm N-106 S. Polito
ENL101-04 MWF 12:00-12:50pm N-106 M. Olendzenski

Learning Community ~ see page 22 for details.
LCM101-01 (ENL101) T Th, 9:30-10:45am, P. Allen
(PSY101) T Th, 11:30-12:15pm, K. Clarke
ENL101-08 T 2:00-4:50pm N-105 D. Gregory
ENL101-09 T Th 11:00am-12:15pm N-G5 J. Kershner
ENL101-40 MWF 8:00-8:50am S-106 B. Riley
ENL101-41 MWF 8:00-8:50am S-106 J. McDonough
ENL101-42 MW 12:00-12:50pm N-106 T. O‘Connell
ENL101-43 M W 9:00-9:50am N-G6 E. McGowan-Phu
ENL101-44 T Th 2:00-3:15pm N-G5, E. McGowan-Phu
ENL101-63 M 6:30-9:30pm N-G5 L. Deutsch
ENL101-64 T 6:30-9:30pm N-G6 T. O‘Connell
ENL101-65 W 6:30-9:30pm N-115 P. Koppel
ENL101-66 Th 6:30-9:30pm N-115 S. Polito
ENL101-67 W 6:30-9:30pm, Wareham HS Staff
ENL101-68 Online J. Kershner
Prerequisite: ENL101 / 3 credits.

Critical Reading and Thinking
ENL108-41 MWF 8:00-8:50am T-G2 C. Jacques

Learning Community ~ see page 22 for details.
LCM104-01 (ENL101) MWF, 9:00-9:50am, C. Jacques
(LCM108) MWF, 10:00-10:50am, J. Fraser
ENL108-63 Th 6:30-9:30pm N-106 H. McClintock
Prerequisite: ENL020 or satisfactory basic skills assessment score / 3 credits.

Journalism I
ENL161-01 T Th 2:00-3:15pm N-106 J. Kershner
ENL161-40 M 3:30-6:30pm S-107 D. Scaglione
Prerequisite: ENL101 / 3 credits.

Journalism II
ENL163-01 W 2:30-5:20pm Sc-101 J. Kershner
Prerequisite: ENL161 / 3 credits.

Creative Writing
ENL209-01 T Th 11:00am-12:15pm N-104 P. McGraw
ENL209-63 W 6:30-9:30pm N-105 Staff
Prerequisite: ENL102 / 3 credits. May be repeated once for credit, but only 3 credits may be used to satisfy the Language Arts general education requirement.

ENGLISH FOR SPEAKERS OF OTHER LANGUAGES (ESOL)
English as Second Language I: Basic
ESL010-63 W 5:30-9:20pm C-106 M. Holden
Prerequisite: Recommendation by basic skills assessment score / 5 class hours, optional extra 3-5 hours in the Language Lab for listening practice – as needed. 4 non-degree credits.

English as Second Language II: Intermediate
ESL011-40 T Th 7:30-10:45am S-107 B. Riley
ESL011-63 Th 6:30-9:30pm T-204 E. Smith
ESL011-64 W 6:30-9:30pm T-203 E. Smith
Prerequisite: ESL102 and permission of the instructor or satisfactory basic skills assessment score / 3 credits.

English as Second Language III: Advanced
ESL012-01 T Th 9:00-12:15pm N-105 B. Riley
Prerequisite: ESL012 and permission of the instructor or satisfactory basic skills assessment score / 3 credits.

Reading Tutorial Practicum
ETU101-40 M W 4:00-5:30pm TBA R. Bancroft
Prerequisite: Faculty recommendation / 3 credits.
ENTREPRENEURSHIP
Please see BUSINESS-Entrepreneurship, page 7.

ENVIRONMENTAL TECHNOLOGY
Survey of Environmental Technology
Learning Community - see page 22 for details.
LCM102-01(ENV101) T Th, 9:30-10:45am, C. Etter
(COM103) T Th, 11:00am-12:15pm, L.Boragine
Prerequisite: None / 3 credits.

Environmental Chemistry
ENV115-01 M W 8:30-9:45am Sc-G3 R. Scofield
Prerequisite: CHM106 / 3 credits.

Intro to Environmental Science
ENV118-01 T Th 9:30-10:45am Lec B H.Chikarmane
ENV118-02 M W 8:30-9:45am Sc-105 C. Etter
ENV118-03 T Th 2:00-3:15pm S-111 C. Etter
ENV118-01Lab M 10:00-11:50am Sc-G3 C. Etter
ENV118-02Lab M 2:30-4:20pm Sc-105 H.Chikarmane
ENV118-03Lab T 11:00am-12:50pm Sc-107 H.Chikarmane
ENV118-04Lab Th 12:00-1:50pm Sc-107 C. Etter
ENV118-05Lab T 2:00-3:50pm Sc-107 H.Chikarmane
ENV118-06Lab W 10:00-11:50am Sc-105 C. Etter
ENV118-40Lab T 12:00-1:50pm TBA C. Etter
ENV118-63 Lab M 6:30-8:30pm Sc-107 E. Pesce
Prerequisite: MAT020 and ENL020 and ENL050 or satisfactory
basic skills assessment scores / 4 credits.

Environmental Management and Decision Making
ENV122-03 W 6:30-9:30pm S-G8 M.MacGregor
Prerequisite: None / 3 credits.

Coastal Ecology
ENV125-03 T 6:30-9:30pm Sc-G3 G. Newton
Prerequisite: None / 3 credits.

Intro to Water: Concepts and Technologies
ENV140-03 T 6:30-9:30pm N-107 R. Jack
Prerequisite: None / 3 credits.

Geographic Information Systems I (GIS)
ENV163-03 Th 6:30-9:30pm T-202 K. Dunckel
Prerequisite: ENV118 and ENV160 / 3 credits.

Renewable Energy Sources
ENV170-03 T 6:30-9:30pm S-G8 Staff
Prerequisite: None / 3 credits.

Energy Efficiency and Conservation
ENV171-03 W 6:30-9:30pm Sc-112 K. Galligan
Prerequisite: None / 3 credits.

Introduction to Wind Energy
ENV177-03 T 6:30-9:30pm Sc-103, R. Lawrence
Prerequisite: None / 3 credits.

For complete course descriptions visit our web site at www.capecod.edu
FOREIGN LANGUAGES
Please see LANGUAGES, pages 17.

GOVERNMENT
Comparative Politics
GOV101-40 T Th 2:00-3:15pm S-105 Staff
Prerequisite: None / 3 credits.

International Relations
GOV102-40 M W 2:30-3:45pm N-107 K. Martin
Prerequisite: None / 3 credits.

American Government
GOV111-01 T Th 11:00am-12:15pm S-G8 C. Barnes
GOV111-63 M 6:30-9:30pm S-116 R. O'Leary
GOV111-64 T 6:30-9:30pm S-105 Staff
Prerequisite: None / 3 credits.

HEALTH & FITNESS
Personal Fitness
FIT117-01 MWF 9:00-9:50am LFC-G1 J. Foster
FIT117-02 MWF 10:00-10:50am LFC-G1 J. Foster
FIT117-03 T Th 11:00am-12:15pm LFC-G1 J. Foster
Prerequisite: None / 1 credit.

Advanced First Aid and Emergency Care
FIT132-63 T Th 9:30-10:45am LFC104, L. Bergstrom
Prerequisite: None / 3 credits.

Standard First Aid and Basic Life Support
FIT130-40 Th, 2:00-5:00pm, 9/13-10/11, LFC104 L. Bergstrom
Prerequisite: None / 1 credit.

Advanced First Aid and Emergency Care
FIT132-63 M W 9:00-10:15am, 9/24-10/26, LFC104, L. Bergstrom
Prerequisite: None / 3 credits.

Lifeguard Training (LGT)
FIT133-01 T Th 9:30-10:45am LFC-G1 J. Foster
Prerequisite: None / 3 credits.

Kripalu/Hatha Yoga I
FIT167-40 T Th 9:30-10:45am, 9/15-11/1, Main Thr, L. Ziemba
Prerequisite: None / 1 credit.

Kripalu/Hatha Yoga II
FIT168-40 T Th 9:30-10:45am, 10/16-1/15, Main Thr, L. Ziemba
Prerequisite: FIT167 / 1 credit.

Adventure Concepts
FIT170-01 MWF 11:00-11:50am LFC-G1 J. Foster
Prerequisite: None / 3 credits.

HEALTH SCIENCES
Tri-level Certified Nurse Aide/HHA
CNA117-61 MWF 9:00am-1:00pm N-G8 G. Medeiros
CNA117-63 MWTh 5:30-9:30pm N-G8 G. Medeiros
Applicants must attend an information session and interview prior to admission. Prerequisite: None / 6 credits. This course has special fees.

Phlebotomy
DTC101-61 T Th 6:30-9:30pm, 9/6-1/18/08, N-G9, A. Marquardt
Applicants must attend an information session and interview prior to admission. Prerequisite: None / 8 credits. This course has special fees.

EKG Technician
DTC102-61 T 4:00-6:00pm N-G7 P. Philie
Prerequisite: None / 2 credits. This course has special fees.

Eletronic Medical Technician: EMT
EMS101-63 M Th 7:00-10:00pm, 9/6/07-1/24, Lec C, G. Coffin
EMS101-64 F 7:00-10:00pm Lec C G. Coffin and Sat. 9:00am-4:00pm, 9/7-1/12, Lec C
Prerequisite: None / 5 credits.

Advanced Pre-hospital Training Program: Paramedic I
EMS201-63 M W 7:00-10:00pm Lec A G. Coffin and Sat. 6:00am-5:00pm, 9/10-1/23, Lec A
Special tuition is charged. Prerequisite: ENL020 and MAT020 or satisfactory basic skills assessment scores / 7 credits.

Stress Management for Optimal Health
HEA120-63 T 4:00-6:20pm N-117 M. Smith
Prerequisite: None / 3 credits.

Medical Interpreter
HEA145-63 W 6:30-9:30pm Lec B L. Morris
A pre-registration interview is required. Prerequisite: Satisfactory basic skills assessment score (70 or better) or ESL201 / 3 credits.

Pharmacology
HEA200-40 MWF 8:00-8:50am Lec A Staff
HEA200-63 Th 6:00-9:00pm Lec A C. Harris
Prerequisite: Acceptance into the Nursing program or DEN121 / 3 credits.

Nutrition
HEA201-89 Online N. Shearer
Prerequisite: CHM109 and BIO107 / 3 credits.

HISTORY
U. S. History to 1865
HIS103-01 M W 8:30-9:45am N-114 C. Barnes
HIS103-02 M W 2:30-3:45pm N-114 C. Barnes
HIS103-63 T 6:30-9:30pm N-114 F. Chapin
Prerequisite: None; ENL020 and ENL050 strongly recommended / 3 credits.

To Register, call 1-508-375-4012 or Register Online at www.capecod.edu

For complete course descriptions visit our web site at www.capecod.edu
U. S. History since 1865
HIS104-01 T Th 8:00-9:15am N-114 C. Barnes
HIS104-02 T Th 9:30-10:45am N-114 C. Barnes
HIS104-63 Th 6:30-9:30pm N-114 C. Everett
Prerequisite: None; ENL020 and ENL050 strongly recommended / 3 credits.

The U. S. since 1945
HIS108-63 W 6:30-9:30pm N-114 C. Bowers
Prerequisite: None; ENL020 and ENL050 or satisfactory basic skills assessment scores strongly recommended / 3 credits.

The Civil War
HIS117-63 T 6:30-9:30pm N-118 C. Mastrangelo
Prerequisite: ENL101 / 3 credits.

World History I
HIS119-01 T Th 9:30-10:45am S-105 M. Strmiska
HIS119-02 T Th 11:00am-12:15pm N-114 M. Strmiska
Prerequisite: None / 3 credits.

World History II
HIS120-01 MWF 10:00-10:50am N-114 M. Strmiska
HIS120-02 MWF 12:00-12:50pm N-114 M. Strmiska
Prerequisite: None / 3 credits.

Chinese Culture
HIS140-89 Online R. Negron
Prerequisite: None / 3 credits.

Vietnam: America’s Longest War
HIS150-89 Online R. Negron
Prerequisite: None / 3 credits.

History of Western Civilization: 1715 to Present
HIS158-40 MWF 11:00-11:50am N-116 K. Martin
HIS158-63 M 6:30-9:30pm N-114 C. Bowers
HIS158-80 M 6:00-9:00pm, Wareham HS C. Everett
Prerequisite: ENL020 and ENL050 or satisfactory basic skills assessment scores / 3 credits.

Ancient History
HIS206-01 T Th 2:00-3:15pm N-114 M. Strmiska
HIS206-89 Online and E. Lehr Sat. 10:00am-12:00pm, 9/8, T-101
Prerequisite: ENL101 / 3 credits.

Women in European History
HIS228-40 MWF 12:00-12:50pm S-108 K. Martin
Prerequisite: ENL101 / 3 credits.

Selected Topics in History: The History of Japan
HIS241-40 M W 2:30-3:45pm S-106 M. Strmiska
Prerequisite: Any introductory level History course / 3 credits.

HORTICULTURE
Plant and Soil Science
HOR101-63 M 6:30-9:30pm Sc-G3 W. Clark
HOR101-63Lab W 6:30-8:30pm Sc-G3 W. Clark
Prerequisite: ENL020, ENL050, and MAT020 or satisfactory basic skills assessment scores / 4 credits.

Entomology and Plant Diseases
HOR102-63 Th 6:30-9:30pm Sc-112 D. Simser
Prerequisite: None / 3 credits.

Woody Plant Identification/Culture
HOR103-76 Th 5:00-8:00pm R. Delvecchio
Cape Cod Reg Tech HS, Harwich
Prerequisite: HOR101 / 3 credits.

Turf Management
HOR104-63 Sat., 9:00am-12:30pm, 9/22-12/8, Sc-G3, W. Clark
Prerequisite: None / 3 credits.

HOTEL RESTAURANT MANAGEMENT
Intro to Culinary Arts
CUL100-40 T Th 9:30-10:45am C-G11 P. McCormick
Prerequisite: ENL020 or satisfactory basic skills assessment score / 3 credits.

Culinary Lab I
CUL120-40 W 8:00am-12:50pm C-G11 M. Otto
CUL120-63 W 4:00-9:00pm C-G11 Staff
Students are responsible for required supplies and materials. (1 class hour / 4 laboratory hours) Corequisite: HRM111 and CUL100 / 3 credits.

Baking I
CUL180-40 M 8:00am-12:50pm C-G11 C. Williams
CUL180-63 M 4:00-9:00pm C-G11 Staff
Students are responsible for required supplies and materials. (1 class hour / 4 laboratory hours) Prerequisite: None / 3 credits.

Foodservice Sanitation
HRM111-40 T Th 8:00-9:15am, 9/6-10/18, C-G11 Staff
Prerequisite: None / 1 credit.

Foodservice Nutrition
HRM112-40 T Th, 8:00-9:15am, 10/23-12/6, C-G11, P. McCormick
Prerequisite: None / 1 credit.

Intro to Hospitality Management
HRM140-01 T Th 9:30-10:45am TV Studio J. Miller
Prerequisite: ENL020 or satisfactory basic skills assessment score / 3 credits.

Lodging Operations
HRM215-40 T Th 11:00am-12:15pm C-G11 Staff
Prerequisite: MAT020 or satisfactory basic skills assessment score and HRM140 / 3 credits.

Hotel Restaurant Cooperative Work Experience I
HRM262-01 Contact J. Miller at 1-508-362-2131 x4841.
Prerequisite: 9 credits in CUL/HRM curriculum / 3 credits.

HUMANITIES
Humanities: Perception through the Arts
HUM102-01 W 3:30-6:20pm S-117 L. DeBower
HUM102-02 MWF 12:00-12:50pm Lec C M. Canaves
HUM102-63 Th 6:30-9:30pm N-107 M. Helfen
Prerequisite: ENL101 / 3 credits.
### HUMAN SERVICES

**Perspectives on Substance Abuse**  
HUS140-61  M  6:30-9:20pm  N-G5  J. Corso  
Prerequisite: None / 3 credits.

### INFORMATION TECHNOLOGY - Database

**Database Applications**  
GIT150-01  T Th  11:00am-12:15pm  T-204  G. Guarino  
GIT150-63  W  6:30-9:30pm  T-104  G. Guarino  
Prerequisite: GIT120, GIT108 or GIT110 or equivalent skill level in Windows / 3 credits.

**Database Design and Development**  
BIT250-01  T Th  8:00-9:15am  T-202  V. Smith  
Prerequisite: GIT150 / 3 credits.

### INFORMATION TECHNOLOGY - General

**Microcomputer Applications Software**  
GIT110-01  T Th  8:00-9:15am  T-203  K. Bent  
GIT110-02  T Th  9:30-10:45am  T-204  K. Bent  
GIT110-03  M W  8:30-9:45am  T-103  K. Bent  
GIT110-04  T Th  12:30-1:45pm  T-203  K. Bent  
GIT110-40  MWF  8:00-8:50am  T-202  L. Assefa  
GIT110-43  MWF  11:00-11:50am  T-204  E. Miller  
GIT110-63  Th  6:30-9:30pm  T-204  D. Ziemba  
GIT110-64  Th  6:30-9:30pm  T-G2  D. Morgan  
GIT110-89  Online  E. Moore  
Prerequisite: GIT102 or equivalent, ENL020, and ENL050 or satisfactory basic skills assessment score / 3 credits.

**Introduction to the Internet**  
GIT180-63  M  6:30-9:30pm  T-101  T. Menard  
Prerequisite: ENL020 and ENL050 or satisfactory basic skills assessment score / 3 credits.

**Intro to Information Tech**  
BIT111-01  MWF  10:00-10:50am  T-103  V. Smith  
BIT111-63  T  6:30-9:30pm  T-103  Staff  
Prerequisite: ENL020 and ENL050 or satisfactory basic skills assessment score / 3 credits.

**Microcomputer Hardware**  
BIT113-40  T Th  2:00-3:15pm  T-104, D. Manwaring  
BIT113-63  T  6:30-9:30pm  T-104, D. Manwaring  
Prerequisite: MAT020, ENL020 and ENL050 or satisfactory basic skills assessment score / 3 credits.

**Operating Systems**  
BIT115-01  M W  8:30-9:45am  T-104  V. Smith  
BIT115-63  Th  6:30-9:30pm  T-104  V. Smith  
Prerequisite: GIT110 / 3 credits.

**Information Technology Cooperative Work Experience**  
BIT281-63  Contact G. Guarino at 1-508-362-2131 x4403.  
BIT281-64  Contact V. Smith at 1-508-362-2131 x4743.  
Prerequisite: Permission of IT Coordinator / 3 credits.

### INFORMATION TECHNOLOGY - Networking

**Networking Essentials**  
BIT187-01  T Th  9:30-10:45am  T-104  V. Smith  
Prerequisite: BIT113. Co-requisite: BIT115 / 3 credits.

**Windows Server Administration**  
BIT237-01  T Th  11:00am-12:15pm  T-104  V. Smith  
Prerequisite: BIT187 / 3 credits.

### INFORMATION TECHNOLOGY - Office Tech

**Typing I**  
GIT101-40  T Th  9:30-10:45am  T-101  C. Beale  
GIT101-63  Th  6:30-9:30pm  T-203  G. Guarino  
Prerequisite: None / 3 credits.

**Computer Keyboarding**  
GIT102-40  MWF  8:00-8:50am, 9/5-10/5, T-101  M. O’Neill  
Prerequisite: None; Pass-Fail / 1 credit.

**Office Communications Systems**  
GIT105-01  M  9:00-10:50am  T-117  G. Guarino  
and  W  10:00-10:50am  T-117  
GIT105-02  T Th  8:00-9:15am  T-104  G. Guarino  
Prerequisite: ENL020 and ENL050 or satisfactory basic skills assessment score / 3 credits.

**Windows Operating Systems**  
GIT108-40  MWF  8:00-8:50am, 10/15-11/16, T-101, M. O’Neill  
Prerequisite: ENL020 and ENL050 or satisfactory basic skills assessment score / 1 credit.

**Spreadsheet Applications for Business**  
GIT125-63  W  6:30-9:30pm  T-101  K. Welch  
Prerequisite: (GIT110 or GIT120) and (ACC111 or ACC201) / 3 credits.

**Medical Terminology**  
BIT103-40  T Th  9:30-10:45am  N-105  M. Santos  
BIT103-63  M  6:30-9:30pm  T-103  J. Haagsma  
BIT103-89  Online  J. Haagsma  
Prerequisite: ENL020 and ENL050 or satisfactory basic skills assessment score / 3 credits.

**Medical Coding and Billing**  
BIT207-63  T  6:30-9:30pm  T-102  S. Tibbetts  
Prerequisite: BIT103 / 3 credits.

### INFORMATION TECHNOLOGY - Software Development

**Visual Basic**  
BIT175-63  W  6:30-9:30pm  T-204  E. Brockway  
Prerequisite: MAT030, GIT110, and BIT111 / 3 credits.

**Visual Basic for Database Development**  
BIT277-63  M  6:30-9:30pm  T-117  E. Brockway  
Prerequisite: BIT175 and GIT150 / 3 credits.

To Register, call 1-508-375-4012 or Register Online at www.capecod.edu
INFORMATION TECHNOLOGY - Web Design
Web Site Design and Scripting
GIT183-01  T Th  9:30-10:45am  T-117  G. Guarino
Prerequisite: GIT110 / 3 credits.

Internet Multimedia Development
BIT220-63  W  6:30-9:30pm  T-102  D. Morgan
Prerequisite: GIT183 and GIT184 / 3 credits.

Web Site Development Practicum
BIT221-40  Contact G. Guarino at 1-508-362-2131 x4403.
Prerequisite: GIT183, GIT184, and BIT283 / 3 credits.

Client & Server Side Web Scripting
BIT283-63  Th  6:30-9:30pm  T-103  E. Miller
Prerequisite: GIT183 and CSC110 / 3 credits.

INTERNATIONAL STUDIES
Please refer to Study Abroad, page 29.

LANGUAGES - French
Elementary French I
FRN101-01  M W  9:00-10:50am  L-G6  L. DeBower
Prerequisite: ENL020 and ENL050 or satisfactory basic skills assessment score / 4 credits.

Intermediate French I
FRN201-01  T Th  9:30-11:45am  L-G6  L. DeBower
Prerequisite: FRN102 or 2-4 years of high school French / 4 credits.

LANGUAGES - German
Elementary German I
GER101-40  M W  3:30-5:00pm  L-G6  E. Lex
Prerequisite: ENL020 and ENL050 or satisfactory basic skills assessment score / 4 credits.

Intermediate German I
GER201-40  T Th  3:30-5:00pm  S-114  E. Lex
Prerequisite: GER102 or 2-4 years of high school German / 4 credits.

LANGUAGES - Portuguese
Conversational Brazilian Portuguese
PRT100-63  M  6:00-9:00pm  L-G6  M. Thompson
Prerequisite: ENL050 or satisfactory basic skills assessment score / 3 credits.

Conversational Brazilian Portuguese II
PRT125-63  Th  6:00-9:00pm  S-108  M. Thompson
Prerequisite: PRT100 / 3 credits.

LANGUAGES - Spanish
Conversational Spanish
SPN100-63  Th  6:00-9:00pm  N-108  D. Duffy
Prerequisite: ENL050 or satisfactory basic skills assessment score / 3 credits.

Elementary Spanish I
SPN101-01  M W  10:00-10:50am  N-117  C. Esperson
Prerequisite: ENL020 and ENL050 or satisfactory basic skills assessment score / 4 credits.

Intermediate Spanish I
SPN201-01  T Th  3:55-6:15pm  L-G6  C. Esperson
Prerequisite: SPN102 or 3-4 years of high school Spanish / 4 credits.

Advanced Spanish I
SPN301-40  T Th  2:00-3:15pm  L-G6  C. Esperson
Prerequisite: SPN202 / 3 credits. Offered subject to enrollment.

LITERATURE
Introduction to Children’s Literature
ENL120-01  T Th  9:30-10:45am  N-117  J. French
Prerequisite: ENL101 / 3 credits.

The Short Story and Human Values
ENL135-01  T Th  8:00-9:15am  N-117  P. Allen
Prerequisite: ENL101 / 3 credits.

World Mythologies
ENL150-01  MWF  12:00-12:50pm  S-117, E. McGowan-Phu
Prerequisite: ENL101 / 3 credits.

World Literature I
ENL201-01  MWF  9:00-9:50am  N-104  S. Polito
Prerequisite: ENL102 / 3 credits.

English Literature through the 18th Century
ENL203-63  M  6:30-9:30pm  S-115  V. McKee
Prerequisite: ENL102 / 3 credits.

American Literature to 1890
ENL205-01  MWF  10:00-10:50am  N-106  L. Kornhiser
Prerequisite: ENL102 / 3 credits.

American Literature since 1890
ENL206-63  W  6:30-9:30pm  S-117  D. Bird
Prerequisite: ENL102 / 3 credits.

Shakespeare
ENL207-01  T Th  12:30-1:45pm  Lec B  M. Olendzenski
Prerequisite: ENL102 / 3 credits.

Exploring Modern Poetry
ENL210-63  Th  6:30-9:30pm  N-G5  L. Deutsch
Prerequisite: ENL102 / 3 credits.

For complete course descriptions visit our web site at www.capecod.edu
Selected Topics: Irish Literature
ENL290-40 MWF 11:00-11:50am N-G5 J. McDonough
Prerequisite: ENL102 / 3 credits. May be repeated for credit; 6 credits maximum.

MASSAGE THERAPY
Massage Therapy I
MTC101-63 M 3:30-9:30pm LFC104 Staff
MTC101-64 T 3:30-9:30pm LFC104 Staff
Prerequisite: BIO105, MTC110, HEA/MTC135 / 4 credits.

Kinesiology for Massage Therapy
MTC115-63 W 5:30-8:20pm Sc-114 E. Duff
Prerequisite: BIO105 / 2 credits.

Self-Care for Health Practitioners
MTC120-63 W 8:30-9:30pm, Upper Commons, E. Werner
Prerequisite: None / 1 credit.

Intro Complementary Healing Process
MTC135-63 Th 6:30-9:30pm S-105 Staff
Prerequisite: None / 3 credits.

Massage Therapy Course Sequence
Massage Therapy – Year I – Fall
MTC135 Intro to Complementary Healing
BIO105 Survey of Human Anatomy & Physiology
Massage Therapy – Year I – Spring
MTC110 Pathology for Massage Therapy
MTC105 Intro to Shiatsu
COM103 Oral Communication
Massage Therapy – Year 2 – Fall
MTC101 Massage Therapy I
MTC115 Kinesiology for Massage Therapy
MTC225 Professional Ethics & Practice Mgmt
Massage Therapy – Year 2 – Spring
MTC201 Massage Therapy II
MTC205 Clinical Practicum
MTC225 Professional Ethics & Practice Mgmt

MARKETING / MANAGEMENT
Please see BUSINESS-Management/Marketing, page 7.

MATHEMATICS
Also see DEVELOPMENTAL EDUCATION, page 10.

Algebra for Precalculus
MAT110-01 M W 9:00-10:40am TBA N. Yusuf
MAT110-02 M W 10:00-11:40am S-114 M. Zhang
MAT110-40 T Th 8:30-10:15am TBA Staff
MAT110-63 T Th 6:30-8:30pm N-105 Staff
Prerequisite: MAT030 or satisfactory basic skills assessment score / 4 credits.

Survey of Mathematics
MAT140-01 M W 8:30-9:45am Sc-103 R. Dengler
MAT140-02 T Th 12:30-1:45pm N-G5 A. Wan
MAT140-63 T 6:30-9:30pm S-116 B. Delacy
Prerequisite: MAT040 or MAT110 or satisfactory basic skills assessment scores / 3 credits.

Elementary Statistics
MAT150-01 MWF 10:00-10:50am S-106 G. Bent
MAT150-02 MWF 12:00-12:50pm Sc-103 G. Bent
MAT150-03 W 3:30-6:20pm Sc-103 G. Bent
MAT150-04 T Th, 12:30-1:45pm, T-101, M. Moynihan
MAT150-40 T Th 9:30-10:45pm Sc-103 M. Moynihan
MAT150-63 Th 6:30-9:30pm S-107 A. Evans
MAT150-89 Online M. Sullivan
Prerequisite: MAT040 or MAT110 and ENL020 or satisfactory basic skills assessment scores / 3 credits.

Precalculus Mathematics I
MAT171-40 M W 10:00-11:40am Sc-103 R. Dengler
MAT171-41 T Th 10:30am-12:15pm N-118 N. Yusuf
MAT171-63 T Th 6:30-8:30pm C-115 G. Bjornholm
Prerequisite: MAT110 or satisfactory basic skills assessment scores / 4 credits.

Business Calculus I
MAT180-63 Th 6:30-9:30pm Sc-104 Staff
Prerequisite: MAT171 / 3 credits.

Precalculus Mathematics II
MAT190-01 M W 10:00-11:40am Sc-103 M. Moynihan
Prerequisite: MAT171 / 4 credits.

Calculus I
MAT240-01 T Th 9:00-10:45am Sc-101 M. Zhang
MAT240-63 M W 6:30-8:30pm Sc-104 A. Wan
Prerequisite: MAT190 / 4 credits.

Calculus III
MAT260-01 T Th 8:30-10:15am N-118 N. Yusuf
Prerequisite: MAT250 / 4 credits.

Differential Equations
MAT270-40 T 12:30-3:20pm Sc-114 Staff
Prerequisite: MAT250 / 3 credits.

Peer Tutorial Practicum (Math/Science)
MTU200-01/02/03 Contact N. Yusuf at 1-508-362-2131 x4582.
Prerequisite: Faculty recommendations in the content area / 1, 2, or 3 credits.

New!
Intro Complementary Healing Process
MTC135-63 Th 6:30-9:30pm S-105 Staff
Prerequisite: None / 3 credits.

To Register, call 1-508-375-4012 or Register Online at www.capecod.edu

For complete course descriptions visit our web site at www.capecod.edu
MEDICAL ASSISTING
Fundamentals of Medical Assisting
MAC101-40 M 8:00-8:50am N-G8 B. Colocino and W 8:00-9:50am N-G8
Prerequisite: ENL020, ENL050, MAT020 or satisfactory basic skills assessment scores / 3 credits.

Medical Assisting Certificate
The Medical Assisting Certificate program is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahcep.org) upon the recommendation of the Curriculum Review Board of the American Association of Medical Assistants Endowment (CRB-AAMAE).

For certificate requirements and course scheduling information, please contact Barbara Colocino at 1-508-362-2131 x4514.

MUSIC
Music Appreciation
MUS100-01 MWF 11:00-11:50am Music Room J. Skelley
MUS100-02 TTh 11:00am-12:15pm Music Room J. Skelley
MUS100-63 M 6:30-9:30pm, Music Room, D. Carpenter
Prerequisite: None / 3 credits.

Elementary Music Theory
MUS101-01 TTh 9:30-10:45am Music Room J. Skelley
Prerequisite: None / 3 credits.

Music History I
MUS102-01 MWF 10:00-10:50am Music Room J. Skelley
Prerequisite: None / 3 credits.

Chorus
MUS110-40 T Th 3:30-4:45pm Music Room E. Kelly
Prerequisite: None / 1 credit. May be repeated; 6 credit maximum.

Jazz Ensemble
MUS115-01 T Th 2:00-3:15pm Music Room J. Skelley
Prerequisite: MUS101 / 3 credits.

NURSING
Stress Management for Optimal Health
HEA120-63 T 4:00-6:20pm N-117 M. Smith
Prerequisite: None / 3 credits.

Pharmacology Calculations
NUR100-40 TTh 8:00-9:15am, 9/6-10/23, Lec A, B. Colocino
NUR100-41 TTh 8:00-9:15am, 10/30-12/7, Lec A, B. Colocino
Prerequisite: MAT030 or satisfactory basic skills assessment score / 1 credit.

Fundamentals of Nursing
NUR107-01 M W 9:00-11:00am Lec A G. Ridgway
NUR507-01C TTh 7:00am-10:00pm Clinic G. Ridgway
Prerequisite: Admission to the College and Nursing program and current American Heart Association or American Red Cross certification in cardiopulmonary resuscitation (CPR/Basic Life Support - 8 hour course), ENL020 and ENL050 or satisfactory basic skills assessment score; and NUR100 and BIO107. BIT103 is strongly recommended. Corequisite: BIO108 / 4 class hours.

Physical and Mental Health I
NUR201-01 M W 9:00am-12:00pm Lec C M. Smith
NUR601-01C TTh 7:00am-10:00pm Clinic M. Smith
NUR201-62 MTW 6:00-10:00pm N-116 B. Murphy
NUR601-62C MTW 6:00-11:00pm Clinic B. Murphy and Sat.7:00am-3:30pm Clinic B. Murphy
Prerequisite: NUR108 or NUR132. Corequisite: BIO201 and HEA200 / 10 credits.

Physical and Mental Health II
NUR202-65 MTW 6:00-10:00pm N-116 C. Brennan
NUR602-65C MTW 6:00-11:00pm Clinic C. Brennan and Sat. 7:00am-3:30pm Clinic C. Brennan
Prerequisite: NUR201, BIO201, and HEA200 / 8 credits.

Foundations of the Profession
NUR203-89 Online L. Speakman
Prerequisite: NUR201 / 3 credits.

PARALEGAL
Introduction to Substantive Law
BIT130-63 T 6:30-9:30pm S-111 C. Kramer
Prerequisite: None / 3 credits.

Civil Litigation
BIT135-63 W 6:30-9:30pm N-104 Z. Kilmurray
Prerequisite: BIT130 or BUS120 / 3 credits.

Contracts, Business Organizations and Transactions
BIT137-63 Th 6:30-9:30pm S-115 Z. Kilmurray
Prerequisite: BIT130 or BUS120 / 3 credits.

Internship in Paralegal Studies
BIT238-63 Contact Z. Kilmurray at 1-508-362-2131 x4401. Prerequisite: BIT130 and BIT133 and BIT135 and (BIT131 or BIT134 or BIT136 or BIT137*). A 3.00 grade point average is required. *The fourth prerequisite must reflect the type of legal practice in which the student will intern / 3 credits.

PHILOSOPHY
Introduction to Philosophy
PHI130-01 W 2:30-5:20pm N-115 D. McCullough
PHI130-02 TTh 11:00am-12:15pm N-115 D. McCullough
PHI130-03 TTh 1:00-3:15pm N-115 D. McCullough
PHI130-04 TTh 3:30-4:45pm N-115 D. McCullough
Prerequisite: Satisfactory basic skills assessment score / 3 credits.

Paralegal Studies
Spring 2008 Course Sequence
BIT130 Introduction to Substantive Law
BIT133 Legal Research & Writing
BIT136 Estate Planning, Wills, Trusts & Probate
BIT238 Internship in Paralegal Studies
### PHARMACY

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credits</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Pharmacology</td>
<td>3</td>
<td>MWF 9:00-9:50am</td>
<td>S-115</td>
<td>B. Sternberg</td>
</tr>
<tr>
<td>Pharmacology</td>
<td>3</td>
<td>MWF 10:00-10:50am</td>
<td>S-115</td>
<td>B. Sternberg</td>
</tr>
<tr>
<td>Clinical Pharmacy</td>
<td>3</td>
<td>MWF 11:00-11:50am</td>
<td>S-115</td>
<td>B. Sternberg</td>
</tr>
<tr>
<td><strong>TOTAL Credits</strong></td>
<td><strong>9</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Prerequisite:** None / 3 credits.

### Public Policy

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credits</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Health and Safety Policy</td>
<td>3</td>
<td>MWF 9:00-9:50am</td>
<td>S-115</td>
<td>B. Sternberg</td>
</tr>
<tr>
<td>Environmental Health and Safety Policy</td>
<td>3</td>
<td>MWF 10:00-10:50am</td>
<td>S-115</td>
<td>B. Sternberg</td>
</tr>
<tr>
<td>Regulatory Affairs in Health and Safety Policy</td>
<td>3</td>
<td>MWF 11:00-11:50am</td>
<td>S-115</td>
<td>B. Sternberg</td>
</tr>
<tr>
<td><strong>TOTAL Credits</strong></td>
<td><strong>9</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Prerequisite:** None / 3 credits.

### Psychology

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credits</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Psychology</td>
<td>3</td>
<td>MWF 9:00-9:50am</td>
<td>S-115</td>
<td>B. Sternberg</td>
</tr>
<tr>
<td>Clinical Psychology</td>
<td>3</td>
<td>MWF 10:00-10:50am</td>
<td>S-115</td>
<td>B. Sternberg</td>
</tr>
<tr>
<td>Research Methods in Psychology</td>
<td>3</td>
<td>MWF 11:00-11:50am</td>
<td>S-115</td>
<td>B. Sternberg</td>
</tr>
<tr>
<td><strong>TOTAL Credits</strong></td>
<td><strong>9</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Prerequisite:** None / 3 credits.

### Sociology

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credits</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Sociology</td>
<td>3</td>
<td>MWF 9:00-9:50am</td>
<td>S-115</td>
<td>B. Sternberg</td>
</tr>
<tr>
<td>Research Methods in Sociology</td>
<td>3</td>
<td>MWF 10:00-10:50am</td>
<td>S-115</td>
<td>B. Sternberg</td>
</tr>
<tr>
<td><strong>TOTAL Credits</strong></td>
<td><strong>9</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Prerequisite:** None / 3 credits.

### Social Work

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credits</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Social Work</td>
<td>3</td>
<td>MWF 9:00-9:50am</td>
<td>S-115</td>
<td>B. Sternberg</td>
</tr>
<tr>
<td>Clinical Social Work</td>
<td>3</td>
<td>MWF 10:00-10:50am</td>
<td>S-115</td>
<td>B. Sternberg</td>
</tr>
<tr>
<td>Research Methods in Social Work</td>
<td>3</td>
<td>MWF 11:00-11:50am</td>
<td>S-115</td>
<td>B. Sternberg</td>
</tr>
<tr>
<td><strong>TOTAL Credits</strong></td>
<td><strong>9</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Prerequisite:** None / 3 credits.

### Recreation

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credits</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Recreation</td>
<td>3</td>
<td>MWF 9:00-9:50am</td>
<td>S-115</td>
<td>B. Sternberg</td>
</tr>
<tr>
<td>Clinical Recreation</td>
<td>3</td>
<td>MWF 10:00-10:50am</td>
<td>S-115</td>
<td>B. Sternberg</td>
</tr>
<tr>
<td>Research Methods in Recreation</td>
<td>3</td>
<td>MWF 11:00-11:50am</td>
<td>S-115</td>
<td>B. Sternberg</td>
</tr>
<tr>
<td><strong>TOTAL Credits</strong></td>
<td><strong>9</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Prerequisite:** None / 3 credits.

### Business Administration

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credits</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Business Administration</td>
<td>3</td>
<td>MWF 9:00-9:50am</td>
<td>S-115</td>
<td>B. Sternberg</td>
</tr>
<tr>
<td>Clinical Business Administration</td>
<td>3</td>
<td>MWF 10:00-10:50am</td>
<td>S-115</td>
<td>B. Sternberg</td>
</tr>
<tr>
<td>Research Methods in Business Administration</td>
<td>3</td>
<td>MWF 11:00-11:50am</td>
<td>S-115</td>
<td>B. Sternberg</td>
</tr>
<tr>
<td><strong>TOTAL Credits</strong></td>
<td><strong>9</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Prerequisite:** None / 3 credits.

### Criminal Justice

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credits</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Criminal Justice</td>
<td>3</td>
<td>MWF 9:00-9:50am</td>
<td>S-115</td>
<td>B. Sternberg</td>
</tr>
<tr>
<td>Clinical Criminal Justice</td>
<td>3</td>
<td>MWF 10:00-10:50am</td>
<td>S-115</td>
<td>B. Sternberg</td>
</tr>
<tr>
<td>Research Methods in Criminal Justice</td>
<td>3</td>
<td>MWF 11:00-11:50am</td>
<td>S-115</td>
<td>B. Sterne...</td>
</tr>
<tr>
<td>Course Code</td>
<td>Days/Time</td>
<td>Location</td>
<td>Instructor</td>
<td></td>
</tr>
<tr>
<td>-------------</td>
<td>-----------</td>
<td>----------</td>
<td>------------</td>
<td></td>
</tr>
<tr>
<td>SOC106-03</td>
<td>MWF 11:00-11:50am</td>
<td>N-115</td>
<td>J. Oni</td>
<td></td>
</tr>
<tr>
<td>SOC106-04</td>
<td>MWF 12:00-12:50pm</td>
<td>N-G5</td>
<td>J. Oni</td>
<td></td>
</tr>
<tr>
<td>SOC106-05</td>
<td>T Th 8:00-9:15am</td>
<td>N-G6</td>
<td>M. Cordill</td>
<td></td>
</tr>
<tr>
<td>SOC106-06</td>
<td>T Th 11:00am-12:15pm</td>
<td>S-107</td>
<td>J. Oni</td>
<td></td>
</tr>
<tr>
<td>SOC106-07</td>
<td>T Th 12:30-1:45pm</td>
<td>N-115</td>
<td>M. Cordill</td>
<td></td>
</tr>
<tr>
<td>SOC106-20</td>
<td>Online</td>
<td>M. Cordill</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SOC106-40</td>
<td>M W 2:30-3:45pm</td>
<td>N-108</td>
<td>L. Hamilton</td>
<td></td>
</tr>
<tr>
<td>SOC106-41</td>
<td>T Th 2:00-3:15pm</td>
<td>N-G6</td>
<td>F. Powers</td>
<td></td>
</tr>
<tr>
<td>SOC106-63</td>
<td>W 6:30-9:30pm</td>
<td>S-111</td>
<td>A. Lambert</td>
<td></td>
</tr>
<tr>
<td>SOC106-89</td>
<td>Online</td>
<td>C. Niven-Blowers</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Prerequisite:** None / 3 credits.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days/Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC106-20</td>
<td>Online</td>
<td>M. Cordill</td>
<td></td>
</tr>
<tr>
<td>SOC106-40</td>
<td>M W 2:30-3:45pm</td>
<td>N-108</td>
<td>L. Hamilton</td>
</tr>
<tr>
<td>SOC106-41</td>
<td>T Th 2:00-3:15pm</td>
<td>N-G6</td>
<td>F. Powers</td>
</tr>
<tr>
<td>SOC106-63</td>
<td>W 6:30-9:30pm</td>
<td>S-111</td>
<td>A. Lambert</td>
</tr>
</tbody>
</table>

**Prerequisite:** SOC106 / 3 credits.

**Juvenile Delinquency**

SOC205-40 T Th 8:00-9:15am S-105 G. Seeley

**Prerequisite:** SOC106 / 3 credits.

**Marriage and Family: Sociology of Family**

SOC210-01 W 3:30-6:30pm N-106 M. Cordill

**Prerequisite:** SOC106 / 3 credits.

**Social Problems**

SOC215-89 Online K. Straight

**Prerequisite:** SOC106 / 3 credits.

**Social Science Research Methods**

SOC225-40 T Th 12:30-1:45pm N-118 J. Oni

**Prerequisite:** SOC106 and MAT020 / 3 credits.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days/Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>DAN120-40</td>
<td>T Th 11:00am-12:15pm</td>
<td>Main Thr, S. Hutchinson</td>
<td></td>
</tr>
<tr>
<td>DAN120-41</td>
<td>T Th 12:30-1:45pm</td>
<td>Main Thr, S. Hutchinson</td>
<td></td>
</tr>
</tbody>
</table>

**Prerequisite:** None / 3 credits; may be repeated once for credit.

**Choreography and Performance**

DAN129-63 (1cr) T 4:00-6:00pm Main Thr, J. Schoonover
DAN129-64 (2cr) T 4:00-7:00pm Main Thr, J. Schoonover
DAN129-65 (3cr) T Th 4:00-7:00pm Main Thr, J. Schoonover

**Prerequisite:** None / 1 credit per 2 contact hours. May be repeated for credit; 6 credit maximum.

**Modern Dance Techniques II**

DAN221-40 T Th 2:00-3:15pm Main Thr, S. Hutchinson

**Prerequisite:** DAN120 / 3 credits.

**To Register, call 1-508-375-4012 or Register Online at www.capecod.edu**

For complete course descriptions visit our web site at www.capecod.edu
Learning Communities

Learning Communities are a great format for learning and student success! In a Learning Community, you will attend two courses with the same group of students. The faculty members leading the Learning Community have planned some unique assignments and activities around a common theme. The two courses are conveniently scheduled back-to-back and your professors may even be teaching some topics as a team to help you more effectively understand the course material. Research shows that students who participate in a Learning Community spend more time together, make new friends, form study groups, make stronger connections with faculty, the college and the courses they are studying - and, even better, are more successful than students who schedule their classes individually!

Previous CCCC Learning Community students have said:

“Being in the same classes with the same group helped me to feel more connected to my professors and made it easier for me to make friends.”

“It was easier for me to learn the material because one course reinforced the other.”

What Makes Us Tick?
Thinking and writing about human behavior

Why are we attracted to some people and not others? Why do we get depressed? How important is intelligence? Why do some people use drugs to alter their consciousness? Are we born with our personalities or raised to be who we are? Who was Pavlov, and why should we care about his dog? During this paired course, we will read, think, talk, and write about human behavior and mental processes- thought, emotion, motivation, memory and intelligence. We’ll develop insight into human psychology and use writing as a tool to develop and convey our thoughts and ideas on a topic that influences us all.

Register for Learning Communities # LCM101-01

English Composition I (ENL101)
T Th 9:30-10:45am P. Allen

General Psychology (PSY101)
T Th 11:00am-12:15pm K. Clarke

Environment, Communication & Technology

These three words can mean different things to many people. What do they mean to you? In this paired course you will discover what is happening in the field of Environmental Technology on Cape Cod by observing how people are communicating, and talking about these activities. If you are passionate about the environment, come learn how to more effectively communicate your concerns about the earth, in both public speaking and interpersonal settings, while taking a class that fulfills your oral communication requirement all at the same time.

Register for Learning Communities # LCM102-01

Survey of Environmental Technology (ENV 101)
T Th 9:30-10:45am C. Etter

Oral Communication (COM 103)
T Th 11:00am-12:15pm L. Boragine

Study Skills + Reading + mind math = SUCCESS!

Would you like to learn how to study smarter, not harder? Do you think Math is a foreign language? Do you ever feel lost in a sea of words? In this paired course, you will unlock the mystery behind all those numbers, improve reading comprehension, and develop valuable study skills. You will become confident in your ability to understand what you read, solve math problems, and take tests. The skills you learn can be applied to real life as well as courses like business, nursing, fire science, computers and even art.

Register for Learning Communities # LCM103-01

Prealgebra (MAT020)
T Th 12:30-1:45pm R. Dengler

College Reading and Study Skills (ENL020)
T Th 11:00am-12:15pm J. Loncich

Limbaugh and Stewart 101:
Critically [Thinking?] Reading & Writing about the Media

Do you know what Rush Limbaugh and Jon Stewart have in common? Do you know the difference between news and infotainment? In this paired course, you’ll improve your comprehension, critical thinking and writing skills while learning how to understand news framing, recognize disinformation, decode advertisements, detect bias and propaganda, distinguish facts from opinions, and more. Prepare yourself for the 21st century: become a critical consumer of the media.

Register for Learning Communities # LCM104-01

Critical Reading & Thinking (ENL108)
M W F 10:00-10:50am J. Fraser

English Composition I (ENL101)
M W F 9:00-9:50m C. Jacques

For more information, contact the Advising Center at 1-508-362-2131 x4318.
The Museum School
of the Provincetown Art Association & Museum
460 Commercial Street • Provincetown, MA 02657
www.paam.org • 1-508-487-1750

Provincetown classes begin the week of September 10th

Drawing I
ART100-95   Th, 1:30-5pm,  A. Flash

Design I
ART101-95   T, 9:30am-1pm,  D. Ritter

Painting I
ART103-95   T, 1-5pm,  M. Shields
ART103-96   M, 1-4:30pm,  F. Golden

Sculpture I
ART106-95   M, 9:30am-1pm,  R. Bailey

Life Drawing
ART107-95   W, 10am-2pm,  K. Smith

History of Art II
ART126-95   M, 9:30-12:30pm,  F. Golden

Textile/Fiber Arts I
ART135-95   Th, 9:30am-1pm,  S. Lyman

Drawing II
ART200-95   Th, 1:30-5pm,  A. Flash

Design II
ART201-95   T, 9:30am-1pm,  D. Ritter

Printmaking Techniques
ART209-95   W, 10am-2pm,  V. Tomayko

Advanced Painting
ART228-95   M, 1-4:30pm,  F. Golden
ART228-96   W, 12:30-4:30pm,  J. Peters

Advanced Projects in the Visual Arts:
Printmaking
ART250-95   W, 10am-2pm,  V. Tomayko

Drawing
ART250-96   M, 2-5pm,  A. Flash

Painting
ART250-97   W, 12:30-4:30pm,  J. Peters

Mixed Media
ART250-98   M, 9:30-1:30pm,  V. Tomayko

Drawing/Illustration
ART250-99   T, 1pm-4:30pm,  D. Ritter

Since 1998 the Museum School at PAAM has partnered with Cape Cod Community College to provide accredited courses to high school and college students, adults, and working professionals.

Why study at PAAM? Our Courses Offer:
· Opportunities to work with local, professional artists in the media of their expertise
· Productive studio environments to create strong portfolios
· Small class sizes for more one-on-one contact with teaching artists
· A unique community of student-artists ranging in age from 17-70+ years old
· Student-centered exhibitions at PAAM
· Access to PAAM’s 2000+ permanent collection and five museum galleries featuring revolving exhibitions of contemporary and historic works of art

Directions to The Museum School at PAAM
Approaching Provincetown from Rte 6E, take first exit, Snail Road, then right at Bay. When road forks, bear left onto Commercial Street. PAAM is at 460 Commercial Street, between Cook and Bangs Streets. The Museum School entrance is off Bangs Street. Parking is available at private and public lots and in designated areas along Commercial & Bradford Streets.

For more information contact Lynn Stanley,
Curator of Education at PAAM, 1-508-487-1750
or email: lstanley@paam.org

For more information, contact Cyndi Walker
email: cyndi@gis.net
1-508-349-7511
www.castlehill.org

*To receive academic credit through Cape Cod Community College, students must pay an additional $75 challenge fee.

Please contact Dean David Ziemba at 1-508-362-2131 x4527 with questions about the challenge process.
ONLINE COURSES

The Office of Distance & Learning Technologies offers a variety of e-courses which allow flexible schedules. Class lectures are viewed via the Web, assignments are submitted by fax, mail or over the Internet, and testing is scheduled on a flexible basis. Materials for online courses or with online components may be available from the Web via Blackboard, 4C’s Content Management System.

The Distance & Learning Technologies Office is located in the Wilkens Library, Room LGC-13. Orientation and introductory materials are mailed to students prior to the start of classes. Most of the online courses require proctored exams. Students should contact the Distance Learning Office to schedule exams.

ONLINE COURSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART100-63</td>
<td>Drawing I</td>
<td>P. Lejeune</td>
</tr>
<tr>
<td>BUS107-89</td>
<td>Human Resource Management</td>
<td>M. Bejtlich</td>
</tr>
<tr>
<td>BUS201-89</td>
<td>Business Finance</td>
<td>J. Sweet</td>
</tr>
<tr>
<td>BUS214-89</td>
<td>Management</td>
<td>M. Bejtlich</td>
</tr>
<tr>
<td>MKT100-89</td>
<td>Marketing</td>
<td>D. Burrill</td>
</tr>
<tr>
<td>COM105-89</td>
<td>Survey of Mass Communication</td>
<td>R. Alvin</td>
</tr>
<tr>
<td>ECE110-63</td>
<td>Child Growth and Development</td>
<td>J. Cedeno</td>
</tr>
<tr>
<td>ECO117-89</td>
<td>Principles of Macroeconomics</td>
<td>V. Gautam</td>
</tr>
<tr>
<td>ENL101-89</td>
<td>English Composition I</td>
<td>J. Kershner</td>
</tr>
<tr>
<td>ENL102-89</td>
<td>English Composition II</td>
<td>Staff</td>
</tr>
<tr>
<td>HEA201-89</td>
<td>Nutrition</td>
<td>N. Shearer</td>
</tr>
<tr>
<td>HIS140-89</td>
<td>Chinese Culture</td>
<td>R. Negron</td>
</tr>
<tr>
<td>HIS150-89</td>
<td>Vietnam: America’s Longest War</td>
<td>R. Negron</td>
</tr>
<tr>
<td>HIS206-89</td>
<td>Ancient History</td>
<td>E. Lehr</td>
</tr>
<tr>
<td>GIT110-89</td>
<td>Microcomputer Applications Software</td>
<td>E. Moore</td>
</tr>
<tr>
<td>BIT103-89</td>
<td>Medical Terminology</td>
<td>J. Haagsma</td>
</tr>
<tr>
<td>MAT030-43</td>
<td>Elementary Algebra</td>
<td>M. Sullivan</td>
</tr>
<tr>
<td>MAT150-89</td>
<td>Elementary Statistics</td>
<td>M. Sullivan</td>
</tr>
<tr>
<td>NUR203-89</td>
<td>Foundations of the Profession</td>
<td>L. Speakman</td>
</tr>
<tr>
<td>PSY101-89</td>
<td>General Psychology</td>
<td>R. Cahoon</td>
</tr>
<tr>
<td>PSY201-89</td>
<td>Child Psychology</td>
<td>S. Marini</td>
</tr>
<tr>
<td>PSY207-89</td>
<td>Abnormal Psychology</td>
<td>F. Burlin</td>
</tr>
<tr>
<td>PSY212-89</td>
<td>Human Sexuality</td>
<td>R. Cahoon</td>
</tr>
<tr>
<td>PSY233-89</td>
<td>Developmental Psyc: The Life Span</td>
<td>C. Schulenburg</td>
</tr>
<tr>
<td>SOC106-20</td>
<td>Principles of Sociology</td>
<td>M. Cordill</td>
</tr>
<tr>
<td>SOC109-89</td>
<td>Social Problems</td>
<td>C. Niven-Blowers</td>
</tr>
<tr>
<td>ART130-89</td>
<td>You Can Design!</td>
<td>S. Anderson</td>
</tr>
<tr>
<td>BIO105-89</td>
<td>Survey: Human Anatomy &amp; Physiology</td>
<td>L. Farley-Larocca</td>
</tr>
<tr>
<td>HIS158-80</td>
<td>History of Western Civilization: 1715-Present</td>
<td>C. Everett</td>
</tr>
<tr>
<td>ENT108-89</td>
<td>Introduction to Entrepreneurship</td>
<td>M. Bejtlich</td>
</tr>
<tr>
<td>ENT109-89</td>
<td>Business Plan Preparation</td>
<td>D. Lawrence</td>
</tr>
</tbody>
</table>

To register, call 1-508-375-4040

Prerequisites apply. Please refer to the Credit Course Schedule, page 5.
### Monday Class Schedule • Late Afternoon & Evening

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Drawing I</td>
<td>ART100-04</td>
<td>M</td>
<td>2:30-6:00pm</td>
<td>Studio A</td>
</tr>
<tr>
<td>History of Modern Art: Realism to Surrealism</td>
<td>ART112-02</td>
<td>M</td>
<td>3:30-6:20pm</td>
<td>Lec C</td>
</tr>
<tr>
<td>Drawing II</td>
<td>ART200-40</td>
<td>M</td>
<td>2:30-6:00pm</td>
<td>Studio B</td>
</tr>
<tr>
<td>Portfolio Development &amp; Presentation</td>
<td>ART250-66</td>
<td>M</td>
<td>2:30-3:30pm</td>
<td>TV Studio</td>
</tr>
<tr>
<td></td>
<td></td>
<td>W</td>
<td>2:30-5:00pm</td>
<td>Studio A</td>
</tr>
<tr>
<td>Human Anatomy &amp; Physiology I</td>
<td>BIO107-63</td>
<td>M</td>
<td>6:30-9:30pm</td>
<td>Sc-114</td>
</tr>
<tr>
<td></td>
<td>BIO107-63Lab</td>
<td>W</td>
<td>6:30-6:30pm</td>
<td>Sc-G7</td>
</tr>
<tr>
<td>Marketing</td>
<td>MKT100-63</td>
<td>M</td>
<td>6:30-9:30pm</td>
<td>S-114</td>
</tr>
<tr>
<td>Survey of Chemistry</td>
<td>CHM106-01</td>
<td>M</td>
<td>3:00-6:00pm</td>
<td>Sc-114</td>
</tr>
<tr>
<td></td>
<td>CHM106-01Lab</td>
<td>M</td>
<td>6:00-9:00pm</td>
<td>Sc-220</td>
</tr>
<tr>
<td>Chemistry for the Health Sciences I</td>
<td>CHM109-63</td>
<td>M</td>
<td>6:30-9:30pm</td>
<td>Lec B</td>
</tr>
<tr>
<td></td>
<td>CHM109-63Lab</td>
<td>W</td>
<td>5:00-6:50pm</td>
<td>Sc-218</td>
</tr>
<tr>
<td></td>
<td>CHM109-64Lab</td>
<td>W</td>
<td>7:00-8:50pm</td>
<td>Sc-220</td>
</tr>
<tr>
<td>Oral Communication</td>
<td>COM103-08</td>
<td>M</td>
<td>3:30-6:20pm</td>
<td>S-117</td>
</tr>
<tr>
<td>Architectural Computer Aided Drafting I</td>
<td>CON225-63</td>
<td>M</td>
<td>6:30-9:30pm</td>
<td>T-202</td>
</tr>
<tr>
<td>Substantive Criminal Law</td>
<td>CRJ101-63</td>
<td>M</td>
<td>6:30-9:30pm</td>
<td>N-105</td>
</tr>
<tr>
<td>Criminal Evidence</td>
<td>CRJ130-40</td>
<td>M</td>
<td>2:30-5:20pm</td>
<td>N-103</td>
</tr>
<tr>
<td>Crisis Intervention for Criminal Justice Professionals</td>
<td>CRJ220-40</td>
<td>M</td>
<td>3:30-6:20pm</td>
<td>S-105</td>
</tr>
<tr>
<td>American Government</td>
<td>GOV111-63</td>
<td>M</td>
<td>6:30-9:30pm</td>
<td>S-116</td>
</tr>
<tr>
<td>Elementary Algebra</td>
<td>MAT030-63</td>
<td>M</td>
<td>6:30-9:30pm</td>
<td>S-107</td>
</tr>
<tr>
<td>Baking</td>
<td>CUL180-63</td>
<td>M</td>
<td>4:00-9:00pm</td>
<td>C-G11</td>
</tr>
<tr>
<td>Practicum Early Childhood Education</td>
<td>ECE230-01</td>
<td>M</td>
<td>3:45-5:00pm</td>
<td>N-108</td>
</tr>
<tr>
<td>Leadership and Management in ECE</td>
<td>ECE291-63</td>
<td>M, W</td>
<td>6:30-9:30pm, 9/10-11/12, N-107</td>
<td></td>
</tr>
<tr>
<td>Introduction to Earth Science</td>
<td>ESC101-63</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>Sc-103</td>
</tr>
<tr>
<td></td>
<td>ESC101-63Lab</td>
<td>M</td>
<td>6:30-8:30pm</td>
<td>Sc-218</td>
</tr>
<tr>
<td>English Composition I</td>
<td>ENL101-63</td>
<td>M</td>
<td>6:30-9:30pm</td>
<td>T-102</td>
</tr>
<tr>
<td>Journalism I</td>
<td>ENL161-40</td>
<td>M</td>
<td>3:30-6:30pm</td>
<td>S-107</td>
</tr>
<tr>
<td>Fire Fighting Tactics and Strategy</td>
<td>FSC103-63</td>
<td>M</td>
<td>6:30-9:30pm</td>
<td>N-117</td>
</tr>
<tr>
<td>Tri-level Certified Nurse Aide/HHA</td>
<td>CNA117-63</td>
<td>M</td>
<td>5:30-9:30pm</td>
<td>N-G8</td>
</tr>
<tr>
<td>Emergency Medical Technician: EMT</td>
<td>EMS101-63</td>
<td>M Th</td>
<td>7:00-10:00pm, 9/6-1/24, Lec C</td>
<td></td>
</tr>
<tr>
<td>Advanced Pre-hospital Training Program: Paramedic I</td>
<td>EMS201-63</td>
<td>M</td>
<td>7:00-10:00pm</td>
<td>Lec A, 9/10-1/23</td>
</tr>
<tr>
<td>History of Western Civilization: 1715 to Present</td>
<td>HIS158-63</td>
<td>M</td>
<td>6:30-9:30pm</td>
<td>N-114</td>
</tr>
<tr>
<td></td>
<td>HIS158-80</td>
<td>M</td>
<td>6:00-9:00pm, Wareham HS</td>
<td></td>
</tr>
<tr>
<td>Plant and Soil Science</td>
<td>HOR101-63</td>
<td>M</td>
<td>6:30-9:30pm</td>
<td>Sc-G3</td>
</tr>
<tr>
<td></td>
<td>HOR101-63Lab</td>
<td>W</td>
<td>6:30-8:30pm</td>
<td>Sc-G3</td>
</tr>
<tr>
<td>Perspectives on Substance Abuse</td>
<td>HUS140-61</td>
<td>M</td>
<td>6:30-9:20pm</td>
<td>N-G5</td>
</tr>
<tr>
<td>Introduction to the Internet</td>
<td>GIT180-63</td>
<td>M</td>
<td>6:30-9:30pm</td>
<td>T-101</td>
</tr>
<tr>
<td>Medical Terminology</td>
<td>BIT103-63</td>
<td>M</td>
<td>6:30-9:30pm</td>
<td>T-103</td>
</tr>
<tr>
<td>Visual Basic for Database Development</td>
<td>BIT277-63</td>
<td>M</td>
<td>6:30-9:30pm</td>
<td>T-117</td>
</tr>
<tr>
<td>Elementary German I</td>
<td>GER101-40</td>
<td>M W</td>
<td>3:30-5:00pm</td>
<td>L-G6</td>
</tr>
<tr>
<td>Conversational Brazilian Portuguese</td>
<td>PRT100-63</td>
<td>M</td>
<td>6:00-9:00pm</td>
<td>L-G6</td>
</tr>
<tr>
<td>Elementary Spanish I</td>
<td>SPN101-40</td>
<td>M W</td>
<td>3:30-5:50pm</td>
<td>S-115</td>
</tr>
<tr>
<td>Introduction to Children’s Literature</td>
<td>ENL201-63</td>
<td>M</td>
<td>6:30-9:30pm</td>
<td>S-115</td>
</tr>
<tr>
<td>English Literature through 18th Century</td>
<td>ENL203-63</td>
<td>M</td>
<td>6:30-9:30pm</td>
<td>S-115</td>
</tr>
<tr>
<td>Massage Therapy I</td>
<td>MTC101-63</td>
<td>M</td>
<td>3:30-9:30pm</td>
<td>LFC104</td>
</tr>
<tr>
<td>Calculus I</td>
<td>MAT240-63</td>
<td>M</td>
<td>6:30-8:30pm</td>
<td>Sc-104</td>
</tr>
<tr>
<td>Music Appreciation</td>
<td>MUS103-63</td>
<td>M</td>
<td>6:30-9:30pm</td>
<td>Music Room</td>
</tr>
<tr>
<td>Ethics</td>
<td>PHI210-63</td>
<td>M</td>
<td>6:30-9:30pm</td>
<td>N-115</td>
</tr>
<tr>
<td>General Psychology</td>
<td>PSY101-46</td>
<td>M</td>
<td>3:30-6:20pm</td>
<td>Lec B</td>
</tr>
<tr>
<td>Principles of Counseling &amp; Crisis Intervention</td>
<td>PSY208-01</td>
<td>M</td>
<td>2:30-5:20pm</td>
<td>N-G6</td>
</tr>
<tr>
<td>Developmental Psychology: The Life Span</td>
<td>PSY233-63</td>
<td>M</td>
<td>6:30-9:20pm</td>
<td>N-G6</td>
</tr>
<tr>
<td>Principles of Real Estate I</td>
<td>RES181-63</td>
<td>M</td>
<td>6:30-9:30pm</td>
<td>N-106</td>
</tr>
<tr>
<td>Working with MA State Building Codes</td>
<td>CON120-63</td>
<td>M</td>
<td>6:30-9:30pm</td>
<td>S-G8</td>
</tr>
<tr>
<td>Concepts of Eastern Religion</td>
<td>REL123-01</td>
<td>M</td>
<td>2:30-5:20pm</td>
<td>N-115</td>
</tr>
<tr>
<td>Rehearsal and Performance</td>
<td>THR113-01(1cr)</td>
<td>MWF</td>
<td>3:30-6:20pm</td>
<td>Main Thr</td>
</tr>
<tr>
<td></td>
<td>THR113-02(2cr)</td>
<td>M WF</td>
<td>3:30-6:20pm</td>
<td>Main Thr</td>
</tr>
<tr>
<td></td>
<td>THR113-03(3cr)</td>
<td>M WF</td>
<td>3:30-6:20pm</td>
<td>Main Thr</td>
</tr>
<tr>
<td>Acting on Camera</td>
<td>THR207-63</td>
<td>M</td>
<td>6:30-9:30pm</td>
<td>Studio Thr</td>
</tr>
</tbody>
</table>

The Advantage Program is a TRIO federally-funded Student Support Service Program which provides academic services to qualified participants. Services include personalize tutoring, academic advising, peer tutoring, semester performance reviews, transfer trips to other four-year colleges, free life skills workshops co-sponsored by Coaches & Mentors program, and more!

For more information, contact Advantage Program Director, Sylvia Jimison, 1-508-362-2131 x4511.

To register, call 1-508-375-4012 or visit our web site at www.capecod.edu
<table>
<thead>
<tr>
<th>Course Title</th>
<th>Code</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Sign Language I</td>
<td>ASL101-63</td>
<td>T</td>
<td>6:30-9:30pm</td>
<td>C-106</td>
</tr>
<tr>
<td>World Archaeology</td>
<td>ANT108-63</td>
<td>T</td>
<td>6:30-9:30pm</td>
<td>S-107</td>
</tr>
<tr>
<td>Drawing I</td>
<td>ART100-63</td>
<td>Online and T</td>
<td>6:00-9:30pm</td>
<td>Studio A</td>
</tr>
<tr>
<td>Studio Art I</td>
<td>ART102-40</td>
<td>T</td>
<td>2:00-5:30pm</td>
<td>Studio A</td>
</tr>
<tr>
<td>Graphic Design I</td>
<td>ART207-40</td>
<td>T</td>
<td>2:30-6:00pm</td>
<td>T-101</td>
</tr>
<tr>
<td>Fundamentals of Astronomy</td>
<td>AST101-63</td>
<td>T</td>
<td>6:30-9:30pm</td>
<td>Sc-114</td>
</tr>
<tr>
<td>Concepts in Biology I</td>
<td>BIO101-63</td>
<td>T</td>
<td>6:30-9:30pm</td>
<td>Lec B</td>
</tr>
<tr>
<td>Survey: Human Anatomy and Physiology</td>
<td>BIO105-63</td>
<td>T</td>
<td>6:30-9:30pm</td>
<td>Sc-O</td>
</tr>
<tr>
<td>Human Anatomy and Physiology II</td>
<td>BIO108-63</td>
<td>T</td>
<td>6:30-9:30pm</td>
<td>Lec C</td>
</tr>
<tr>
<td>Microbiology</td>
<td>BIO201-63</td>
<td>T</td>
<td>6:30-9:30pm</td>
<td>Sc-G</td>
</tr>
<tr>
<td>Accounting I with Computer Applications</td>
<td>ACC111-63</td>
<td>T</td>
<td>6:30-9:30pm</td>
<td>T-203</td>
</tr>
<tr>
<td>Accounting II with Computer Applications</td>
<td>ACC112-63</td>
<td>T</td>
<td>6:30-9:30pm</td>
<td>T-G2</td>
</tr>
<tr>
<td>Business Law</td>
<td>BUS120-63</td>
<td>T</td>
<td>6:30-9:30pm</td>
<td>N-106</td>
</tr>
<tr>
<td>General Chemistry I</td>
<td>CHM101-63</td>
<td>Th</td>
<td>6:30-9:30pm</td>
<td>Sc-105</td>
</tr>
<tr>
<td>Chemistry for the Health Sciences I</td>
<td>CHM109-40</td>
<td>T</td>
<td>3:00-6:00pm</td>
<td>Lec C</td>
</tr>
<tr>
<td>Argumentation &amp; Debate</td>
<td>COM207-01</td>
<td>T</td>
<td>3:30-6:20pm</td>
<td>S-108</td>
</tr>
<tr>
<td>Quantitative Skills for Construction</td>
<td>CON100-63</td>
<td>T</td>
<td>4:30-6:20pm</td>
<td>S-115</td>
</tr>
<tr>
<td>Construction Technology</td>
<td>CON110-63</td>
<td>T</td>
<td>6:30-9:30pm</td>
<td>S-106</td>
</tr>
<tr>
<td>Construction Estimating &amp; Practice</td>
<td>CON115-63</td>
<td>T</td>
<td>6:00-9:00pm</td>
<td>T-117</td>
</tr>
<tr>
<td>Principles of Investigation I</td>
<td>CRU206-60</td>
<td>T</td>
<td>3:30-6:20pm</td>
<td>N-G6</td>
</tr>
<tr>
<td>Prep for College Reading</td>
<td>ENL101-63</td>
<td>T</td>
<td>6:30-9:30pm</td>
<td>N-104</td>
</tr>
<tr>
<td>Foundations in Writing</td>
<td>ENL105-63</td>
<td>T</td>
<td>6:30-9:30pm</td>
<td>N-G5</td>
</tr>
<tr>
<td>Elementary Algebra</td>
<td>MAT300-64</td>
<td>T</td>
<td>6:30-9:30pm</td>
<td>S-G8</td>
</tr>
<tr>
<td>Intermediate Algebra</td>
<td>MAT400-64</td>
<td>T</td>
<td>3:30-6:20pm</td>
<td>S-107</td>
</tr>
<tr>
<td>Algebra for Precalculus</td>
<td>MAT110-63</td>
<td>T</td>
<td>6:30-8:30pm</td>
<td>N-105</td>
</tr>
<tr>
<td>Precalculus Mathematics I</td>
<td>MAT171-63</td>
<td>T</td>
<td>6:30-8:30pm</td>
<td>C-115</td>
</tr>
<tr>
<td>Intro to Young Children with Special Needs</td>
<td>ECE105-63</td>
<td>T</td>
<td>3:30-6:30pm</td>
<td>S-117</td>
</tr>
<tr>
<td>Advanced Curriculum Development: ECE</td>
<td>ECE202-01</td>
<td>T</td>
<td>3:30-6:20pm</td>
<td>N-118</td>
</tr>
<tr>
<td>Administration: Early Childhood Programs</td>
<td>ECE203-63</td>
<td>T</td>
<td>6:30-9:30pm</td>
<td>N-115</td>
</tr>
<tr>
<td>Fundamentals of Oceanography</td>
<td>ESC105-63</td>
<td>T</td>
<td>4:30-5:45pm</td>
<td>Sc-114</td>
</tr>
<tr>
<td>Principles of Macroeconomics</td>
<td>ECO117-63</td>
<td>T</td>
<td>6:30-9:30pm</td>
<td>N-115</td>
</tr>
<tr>
<td>English Composition I</td>
<td>ENL101-08</td>
<td>T</td>
<td>2:00-4:50pm</td>
<td>N-105</td>
</tr>
<tr>
<td>English Composition II</td>
<td>ENL101-64</td>
<td>T</td>
<td>8:30-9:30pm</td>
<td>T-202</td>
</tr>
<tr>
<td>English as Second Language II: Intermediate</td>
<td>ESL102-63</td>
<td>T</td>
<td>6:30-9:30pm</td>
<td>T-204</td>
</tr>
<tr>
<td>Coastal Ecology</td>
<td>ENV125-63</td>
<td>T</td>
<td>6:30-9:30pm</td>
<td>Sc-G3</td>
</tr>
<tr>
<td>Intro to Water: Concepts &amp; Technologies</td>
<td>ENV140-63</td>
<td>T</td>
<td>6:30-9:30pm</td>
<td>N-107</td>
</tr>
<tr>
<td>Introduction to Wind Energy</td>
<td>ENV177-63</td>
<td>T</td>
<td>6:30-9:30pm</td>
<td>Sc-103</td>
</tr>
<tr>
<td>Shipboard Firefighting</td>
<td>FSC130-63</td>
<td>T</td>
<td>6:30-9:30pm</td>
<td>S-114</td>
</tr>
<tr>
<td>Career &amp; Personal Exploration</td>
<td>CXP020-40</td>
<td>T</td>
<td>3:30-6:30pm</td>
<td>N-G5</td>
</tr>
</tbody>
</table>

To register, call 1-508-375-4012 or visit our web site at www.capecod.edu
<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Life Drawing</td>
<td>ART107-63</td>
<td>W</td>
<td>6:00-9:30pm</td>
<td>Studio B</td>
</tr>
<tr>
<td>Portfolio Development and Presentation</td>
<td>ART250-66</td>
<td>M, W</td>
<td>2:30-3:30pm, 2:30-5:00pm</td>
<td>Studio A, Studio A</td>
</tr>
<tr>
<td>Human Anatomy and Physiology I</td>
<td>BIO107-63</td>
<td>M</td>
<td>6:30-9:30pm</td>
<td>Sc-G7, Sc-114</td>
</tr>
<tr>
<td>Human Anatomy and Physiology I</td>
<td>BIO107-65Lab</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>Studio B</td>
</tr>
<tr>
<td>Human Anatomy and Physiology I</td>
<td>BIO107-64Lab</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>Studio A</td>
</tr>
<tr>
<td>Introduction to Business</td>
<td>BUS100-63</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>Lec C</td>
</tr>
<tr>
<td>Human Resource Management</td>
<td>BUS107-63</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>N-115</td>
</tr>
<tr>
<td>Management</td>
<td>BUS214-63</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>S-114</td>
</tr>
<tr>
<td>Chemistry for the Health Sciences I</td>
<td>CHM109-63</td>
<td>M</td>
<td>6:30-9:30pm</td>
<td>Lec B, Sc-G7</td>
</tr>
<tr>
<td>Chemistry for the Health Sciences I</td>
<td>CHM109-63Lab</td>
<td>W</td>
<td>5:00-6:50pm</td>
<td>Sc-218</td>
</tr>
<tr>
<td>Chemistry for the Health Sciences I</td>
<td>CHM109-64Lab</td>
<td>W</td>
<td>7:00-8:50pm</td>
<td>Sc-C20</td>
</tr>
<tr>
<td>Voice and Diction</td>
<td>COM100-63</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>A-MusicRm</td>
</tr>
<tr>
<td>Oral Communication</td>
<td>COM103-09</td>
<td>M, W</td>
<td>2:30-5:20pm</td>
<td>S-116</td>
</tr>
<tr>
<td>Radio Broadcasting</td>
<td>COM113-41</td>
<td>W</td>
<td>2:30-5:30pm</td>
<td>WKKL</td>
</tr>
<tr>
<td>Computer Programming I: C++</td>
<td>CSC120-63</td>
<td>W</td>
<td>6:00-9:40pm</td>
<td>T-103</td>
</tr>
<tr>
<td>Materials of Construction</td>
<td>CON105-63</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>S-108</td>
</tr>
<tr>
<td>Contemporary Policing</td>
<td>CRJ125-40</td>
<td>M, W</td>
<td>3:30-6:20pm</td>
<td>S-107</td>
</tr>
<tr>
<td>Criminal Justice Cooperative Work Experience I</td>
<td>CRJ261-61</td>
<td>W</td>
<td>2:30-5:20pm</td>
<td>TBA</td>
</tr>
<tr>
<td>College Reading and Study Skills</td>
<td>ENL020-63</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>N-G6</td>
</tr>
<tr>
<td>Elementary Algebra</td>
<td>MAT030-41</td>
<td>W</td>
<td>3:30-6:20pm</td>
<td>N-104</td>
</tr>
<tr>
<td>Intermediate Algebra</td>
<td>MAT040-41</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>S-107</td>
</tr>
<tr>
<td>Intro to Early Childhood Education</td>
<td>ECE100-63</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>N-118</td>
</tr>
<tr>
<td>Intro to Young Children with Special Needs</td>
<td>ECE105-64</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>C-115</td>
</tr>
<tr>
<td>Classroom Management: Skills/Strategies</td>
<td>ECE221-40</td>
<td>W</td>
<td>3:30-6:20pm</td>
<td>N-103</td>
</tr>
<tr>
<td>Selected Topics in Early Childhood:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Prosocial Development</td>
<td>ECE242-63</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ECE242-64 (1cr) W 6:30-9:30pm, 9/5-10/3, N-103</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Introduction to Earth Science</td>
<td>ESC101-63</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>Sc-103</td>
</tr>
<tr>
<td>ESC101-63Lab M 6:30-8:30pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Foundation of Education</td>
<td>EDU101-63</td>
<td>W</td>
<td>3:00-6:00pm</td>
<td>L-ConfRm</td>
</tr>
<tr>
<td>English Composition I</td>
<td>ENL101-65</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>S-105</td>
</tr>
<tr>
<td>English Composition II</td>
<td>ENL102-63</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>S-105</td>
</tr>
<tr>
<td>English Composition II</td>
<td>ENL102-63</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>S-105</td>
</tr>
<tr>
<td>Journalism II</td>
<td>ENL193-01</td>
<td>W</td>
<td>2:30-5:20pm</td>
<td>Sc-101</td>
</tr>
<tr>
<td>English as Second Language I: Basic</td>
<td>ESL010-63</td>
<td>W</td>
<td>5:30-9:20pm</td>
<td>C-106</td>
</tr>
<tr>
<td>English as Second Language II: Intermediate</td>
<td>ESL02-64</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>T-203</td>
</tr>
<tr>
<td>English as Second Language III: Advanced</td>
<td>ESL02-64</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>S-306</td>
</tr>
<tr>
<td>Intro to Environmental Science</td>
<td>ENV118-63</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>Sc-107</td>
</tr>
<tr>
<td>ENV118-63Lab M 6:30-8:30pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Environmental Management &amp; Decision Making</td>
<td>ENV122-63</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>S-107</td>
</tr>
<tr>
<td>Energy Efficiency and Conservation</td>
<td>ENV171-63</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>S-107</td>
</tr>
<tr>
<td>Intro to Film</td>
<td>COM220-40</td>
<td>W</td>
<td>2:30-6:20pm</td>
<td>Lec B</td>
</tr>
<tr>
<td>Advanced Pre-hospital Training Program: Paramedic</td>
<td>EMS201-63</td>
<td>M, W</td>
<td>7:00-10:00pm, Sat., 6:00am-5:00pm</td>
<td>Lec A, S-107</td>
</tr>
<tr>
<td>Medical Interpreter</td>
<td>HEA145-63</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>Lec B</td>
</tr>
<tr>
<td>The U. S. since 1945</td>
<td>HIS108-63</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>N-114</td>
</tr>
<tr>
<td>Plant and Soil Science</td>
<td>HOR101-63</td>
<td>M</td>
<td>6:30-9:30pm</td>
<td>Sc-G3</td>
</tr>
<tr>
<td>HOR101-63Lab W 6:30-8:30pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Culinary Lab I</td>
<td>CUL120-63</td>
<td>W</td>
<td>4:00-9:00pm</td>
<td>C-115</td>
</tr>
<tr>
<td>Humanities: Perception through the Arts</td>
<td>HUM102-01</td>
<td>W</td>
<td>3:30-6:20pm</td>
<td>S-117</td>
</tr>
<tr>
<td>Database Applications</td>
<td>GIT150-63</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>T-104</td>
</tr>
<tr>
<td>Spreadsheet Applications for Business</td>
<td>GIT125-63</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>T-101</td>
</tr>
<tr>
<td>Visual Basic</td>
<td>BIT157-63</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>T-204</td>
</tr>
<tr>
<td>Internet Multimedia Development</td>
<td>BIT220-63</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>T-102</td>
</tr>
<tr>
<td>Elementary German I</td>
<td>GER101-40</td>
<td>M, W</td>
<td>3:30-5:00pm</td>
<td>L-G6</td>
</tr>
<tr>
<td>Elementary Spanish I</td>
<td>SPN101-40</td>
<td>M, W</td>
<td>3:30-5:00pm</td>
<td>S-115</td>
</tr>
<tr>
<td>Introduction to Children's Literature</td>
<td>ENL120-63</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>N-117</td>
</tr>
<tr>
<td>American Literature since 1890</td>
<td>ENL206-63</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>N-106</td>
</tr>
<tr>
<td>Kinesiology for Massage Therapy</td>
<td>MTC115-63</td>
<td>W</td>
<td>5:30-8:20pm</td>
<td>Sc-114</td>
</tr>
<tr>
<td>Self-Care for Health Practitioners</td>
<td>MTC120-63</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>Upper Commons</td>
</tr>
<tr>
<td>Tri-level Certified Nurse Aide/HHA</td>
<td>CNA117-63</td>
<td>M, W</td>
<td>5:30-9:30pm</td>
<td>N-G8</td>
</tr>
<tr>
<td>Elementary Statistics</td>
<td>MAT150-03</td>
<td>W</td>
<td>3:30-6:20pm</td>
<td>Sc-103</td>
</tr>
<tr>
<td>Mathematics for Business and Management</td>
<td>MAT160-63</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>S-106</td>
</tr>
<tr>
<td>Calculus I</td>
<td>MAT240-63</td>
<td>M, W</td>
<td>6:30-8:30pm</td>
<td>Sc-104</td>
</tr>
<tr>
<td>Civil Litigation</td>
<td>BIT135-63</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>N-104</td>
</tr>
<tr>
<td>Introduction to Philosophy</td>
<td>PHI130-01</td>
<td>W</td>
<td>2:30-5:20pm</td>
<td>N-115</td>
</tr>
<tr>
<td>General Psychology</td>
<td>PSY101-64</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>S-115</td>
</tr>
<tr>
<td>Principles of Sociology</td>
<td>SOC106-63</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>S-111</td>
</tr>
<tr>
<td>Marriage and Family: Sociology of Family</td>
<td>SOC210-01</td>
<td>W</td>
<td>3:30-6:30pm</td>
<td>N-106</td>
</tr>
<tr>
<td>Acting I</td>
<td>THR103-63</td>
<td>W</td>
<td>6:30-9:30pm</td>
<td>Studio Thr</td>
</tr>
<tr>
<td>Course Title</td>
<td>Code</td>
<td>Days</td>
<td>Time</td>
<td>Location</td>
</tr>
<tr>
<td>-------------------------------------------------------</td>
<td>----------</td>
<td>------</td>
<td>--------------</td>
<td>----------</td>
</tr>
<tr>
<td>American Sign Language II</td>
<td>ASL102-63</td>
<td>Th</td>
<td>6:30-9:30pm</td>
<td>C-106</td>
</tr>
<tr>
<td>Watercolor I</td>
<td>ART104-63</td>
<td>Th</td>
<td>6:00-9:30pm</td>
<td>Studio B</td>
</tr>
<tr>
<td>Graphic Production &amp; Layout I</td>
<td>ART210-63</td>
<td>Th</td>
<td>6:30-10:00pm</td>
<td>T-102</td>
</tr>
<tr>
<td>Fundamentals of Astronomy</td>
<td>AST101-63</td>
<td>T</td>
<td>6:30-9:30pm</td>
<td>Sc-114</td>
</tr>
<tr>
<td></td>
<td>AST101-63Lab</td>
<td>Th</td>
<td>6:30-8:30pm</td>
<td>Sc-114</td>
</tr>
<tr>
<td>Concepts in Biology I</td>
<td>BIO101-63</td>
<td>T</td>
<td>6:30-9:30pm</td>
<td>Lec B</td>
</tr>
<tr>
<td></td>
<td>BIO101-63Lab</td>
<td>Th</td>
<td>6:30-8:30pm</td>
<td>Sc-G3</td>
</tr>
<tr>
<td>Survey: Human Anatomy &amp; Physiology</td>
<td>BIO105-63</td>
<td>T</td>
<td>6:30-9:30pm</td>
<td>Sc-104</td>
</tr>
<tr>
<td></td>
<td>BIO105-63Lab</td>
<td>T</td>
<td>4:00-6:00pm</td>
<td>Sc-G3</td>
</tr>
<tr>
<td>Human Anatomy &amp; Physiology II</td>
<td>BIO108-63</td>
<td>L</td>
<td>6:30-8:30pm</td>
<td>Sc-G7</td>
</tr>
<tr>
<td>Microbiology</td>
<td>BIO201-63</td>
<td>T</td>
<td>6:30-9:30pm</td>
<td>Sc-107</td>
</tr>
<tr>
<td></td>
<td>BIO201-63Lab</td>
<td>Th</td>
<td>6:30-8:30pm</td>
<td>Sc-107</td>
</tr>
<tr>
<td>Financial Accounting</td>
<td>ACC201-63</td>
<td>Th</td>
<td>6:30-9:30pm</td>
<td>N-117</td>
</tr>
<tr>
<td>Intermediate Accounting I</td>
<td>ACC221-63</td>
<td>Th</td>
<td>6:30-9:30pm</td>
<td>N-116</td>
</tr>
<tr>
<td>General Chemistry I</td>
<td>CHM101-63</td>
<td>Th</td>
<td>6:30-9:30pm</td>
<td>N-105</td>
</tr>
<tr>
<td></td>
<td>CHM101-63Lab</td>
<td>T</td>
<td>6:30-9:30pm</td>
<td>Sc-220</td>
</tr>
<tr>
<td>Chemistry for the Health Sciences I</td>
<td>CHM109-41</td>
<td>Th</td>
<td>3:00-6:00pm</td>
<td>Lec C</td>
</tr>
<tr>
<td></td>
<td>CHM109-41Lab</td>
<td>Th</td>
<td>6:00-8:00pm</td>
<td>Sc-218</td>
</tr>
<tr>
<td>Oral Communication</td>
<td>COM103-10</td>
<td>Th</td>
<td>3:30-6:20pm</td>
<td>S-116</td>
</tr>
<tr>
<td></td>
<td>COM103-64</td>
<td>Th</td>
<td>6:30-9:30pm</td>
<td>S-116</td>
</tr>
<tr>
<td>Computer Aided Drafting I</td>
<td>CON130-63</td>
<td>Th</td>
<td>6:30-9:30pm</td>
<td>T-101</td>
</tr>
<tr>
<td>Fundamental Arithmetic</td>
<td>MAT010-63</td>
<td>Th</td>
<td>6:30-9:30pm</td>
<td>N-103</td>
</tr>
<tr>
<td>Prealgebra</td>
<td>MAT020-63</td>
<td>Th</td>
<td>6:30-9:30pm</td>
<td>Sc-103</td>
</tr>
<tr>
<td>Child Growth and Development</td>
<td>ECE110-63</td>
<td>Th</td>
<td>4:00-7:00pm</td>
<td>N-118</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>9/6, 10/4, 11/1, 12/7</td>
<td></td>
</tr>
<tr>
<td>Strategies for Teaching Math &amp; Science</td>
<td>ECE211-40</td>
<td>Th</td>
<td>3:30-6:20pm</td>
<td>N-117</td>
</tr>
</tbody>
</table>

Selected Topics in Early Childhood: Prosocial Development
ECE242-65 Th 6:30-9:30pm N-118 9/13-10/18

Fundamentals of Oceanography
ESC105-63 T Th 4:30-5:45pm Sc-114
ESC105-63Lab T 6:00-8:00pm TBA

Critical Reading & Thinking
ENL108-63 Th 6:30-9:30pm N-106

English Composition I
ENL101-66 Th 6:30-9:30pm N-G6

English Composition II
ENL102-65 Th 6:30-9:30pm N-115

Geographic Information Systems I (GIS)
ENV163-63 Th 6:30-9:30pm T-202

Renewable Energy Sources
ENV170-63 Th 6:30-9:30pm S-G8

The American Film
COM121-40 Th 2:00-5:00pm Lec A

Fire Protection Systems and Equipment
FSC102-63 Th 6:30-9:30pm S-117

Standard First Aid & Basic Life Support
FIT130-40 Th 2:00-5:00pm LFC104 9/13-10/11

Tri-level Certified Nurse Aide/HHA
CNA117-63 MWFTh 5:30-9:30pm N-G8

Phlebotomy
DT101-61 T Th 6:30-9:30pm N-G9

Emergency Medical Technician: EMT
EMS101-63 M Th 7:00-10:00pm Lec C 9/6-1/24

Pharmacology
HEA200-63 Th 6:00-9:00pm Lec A

U. S. History since 1865
HIS101-63 Th 6:30-9:30pm N-114

Entomology and Plant Diseases
HOR102-63 Th 6:30-9:30pm Sc-112

Woody Plant Identification/Culture
HOR103-76 Th 5:00-8:00pm Harwich Cape Cod Reg Tech HS

Humanities: Perception through Arts
HUM102-63 Th 6:30-9:30pm N-107

Microcomputer Applications Software
GIT110-63 Th 6:30-9:30pm T-204
GIT110-64 Th 6:30-9:30pm T-G2

Operating Systems
BIT115-63 Th 6:30-9:30pm T-104

Typing I
GIT101-63 Th 6:30-9:30pm T-203

Client & Server Side Web Scripting
BIT283-63 Th 6:30-9:30pm T-103

Intermediate German I
GER201-40 Th 3:30-5:00pm S-114

Conversational Brazilian Portuguese II
PRT125-63 Th 6:00-9:00pm S-108

Conversational Spanish
SPN100-63 Th 6:00-9:00pm N-108

Intermediate Spanish I
SPN210-63 Th 3:30-5:00pm L-G6

Introduction to Children's Literature
ENL120-64 Th 6:30-9:30pm S-106

Exploring Modern Poetry
ENL210-63 Th 6:30-9:30pm N-G5

Intro Complementary Healing Process
MTC135-63 Th 6:30-9:30pm S-105

Algebra for Precalculus
MAT110-63 Th 6:30-9:30pm N-105

Elementary Statistics
MAT150-63 Th 6:30-9:30pm S-107

Precalculus Mathematics I
MAT171-63 Th 6:30-9:30pm C-115

Business Calculus I
MAT180-63 Th 6:30-9:30pm Sc-104

Contracts, Business Organizations & Transactions
BIT137-63 Th 6:30-9:30pm S-115

General Psychology
PSY101-63 Th 6:30-9:30pm S-111

Choreography and Performance
DAN129-65 (3cr) Th 4:00-7:00pm Main Thr

Acting II
THR203-63 Th 6:30-9:30pm Studio Thr

For complete course descriptions and prerequisites, visit www.capecod.edu.

Register online at www.capecod.edu.
Cape Cod Community College, a member of the College Consortium for International Studies (CCIS), offers CCCC students the opportunity to earn credit while spending a semester, summer, or intersession abroad. All CCIS programs are fully accredited and open to both full- and part-time students.

For more information and applications for study tours and semester abroad programs, please contact International Studies Coordinator Christine Jacques at 1-508-375-4016 or email: cjacques@capecod.edu

*Dates and costs are subject to change.
Computer Training
Textbooks provided for all computer classes.

Microsoft Access - Introduction $129
WIT032-66 Fri., 10/19, 9:00am-4:00pm
This hands-on workshop will teach you to create, save and print Access tables, add records, query the database, delete simple reports, forms and properties. Prerequisite: Introduction to Windows or equivalent. Keyboarding competency required.

Microsoft Access - Intermediate $129
WIT031-66 Fri., 10/26, 9:00am-4:00pm
This course is designed to build upon the skills taught in the introduction to Access course. This class will teach you to: modify tables, control data entry, design documents, use advanced query techniques, create calculated controls, and design and enhance forms. Prerequisite: Introduction to Access or equivalent. Keyboarding competency required.

Microsoft Excel - Introduction $129
WIT034-66 Wed., 9/26, 9:00am-4:00pm
An intensive workshop designed to introduce the basics of the electronic spreadsheet. Participants will learn to create and edit simple spreadsheets, build formulas, create and use functions, copy and paste, format, and print. Prerequisite: Introduction to Access or equivalent. Keyboarding competency required.

Microsoft Excel - Intermediate $129
WIT033-66 Wed., 10/3, 9:00am-4:00pm
This course is designed for users who are comfortable with the commands taught in the introductory course. The session will cover advanced functions, advanced commands, working with multiple spreadsheets, quick sorts, naming ranges, and drop and drag editing. Prerequisite: Experience with commands taught in Introduction to Excel.

Microsoft Windows - Introduction $129
WIT038-66 Fri., 9/7, 9:00am-4:00pm
This course teaches the basics of Windows. After taking this course you will be able to: examine and identify the parts of Windows Desktop, observe and access local disk drives, and learn how to use various mouse techniques to become accustomed to the Windows environment. You will also work with multiple programs by using the taskbar to switch between windows and share data between programs by using the copy, cut and paste features. Keyboarding competency required.

Microsoft PowerPoint $129
WIT037-64 Fri., 9/21, 9:00am-4:00pm
This program teaches you to create and edit presentation slides. You will learn how to arrange your ideas by using an outlining function, add lines, shapes, and charts to your slides, and produce effective presentations by using templates, masters, color schemes, Word Art, Clip Art, organization charts and graphs. Prerequisite: Introduction to Windows or equivalent.

Web Page Development - Introduction $129
WIT043-64 Fri., 9/28, 9:00am-4:00pm
This course covers the basics of web page development using Hypertext Markup Language (HTML). Topics will include: planning and designing a web page, basic programming skills using HTML, establishing links in a document, adding graphics to a document, publishing web pages, and an overview of online services for publishing. Prerequisite: Introduction to Windows or equivalent.

Introduction to the Personal Computer $150
WIT027-63 Thurs., 9/6-9/27, 6:00-9:00pm
An introductory hands-on course for the new computer user. This course covers Windows and Microsoft Office. Applications include word processing, spreadsheets, and database management.

Microsoft Word - Introduction $129
WIT042-66 Fri., 8/24, 9:00am-4:00pm
WIT042-67 Fri., 9/14, 9:00am-4:00pm
This course is designed to teach the basics of word processing using the software's package command system. The course will cover creating a document, editing and revising documents, spell checking and thesaurus, formatting, auto correct, find and replace, and printing.

Microsoft Outlook $129
WIT035-64 Fri., 7/20, 9:00am-4:00pm
This course will teach you the fastest and most efficient ways to communicate and organize important messages for later retrieval. Organize your time with the help of Outlook. Learn the features of the calendar, journal, task list, and contact management tools.

Digital Photography $129
WIT044-64 Fri., 7/27, 9:00am-4:00pm
WIT044-65 Fri., 10/12, 9:00am-4:00pm
This course is for all who have digital cameras and want to know how to use it or wish to learn how to use it better. It is a basic introduction to digital imaging with a comparison to film cameras. Instruction on the use and storage of digital imaging, aspect ratio, basic camera usage, post processing of images, inkjet printing vs. lab printing and basic photo editing.

Adobe Photoshop CS $129
WIT006-65 Fri., 11/2, 9:00am-4:00pm
This introductory course covers Adobe Photoshop software and scanning techniques and their relationship to graphic design. Students will learn the features of Adobe Photoshop from hands-on projects. Assignments are tailored to a wide variety of users from graphic designers, artists, photographers and web page designers. From the first pixel to the finished picture, students will gain imaging proficiency and a strong understanding of the program.

Desktop Publishing - InDesign $129
WIT053-65 Fri., 8/10, 9:00am-4:00pm
WIT053-66 Wed., 10/13 & 10/10, 6:00-9:00pm
Learn to use Adobe InDesign CS2 to design professional looking documents and print layouts. Students learn how to create a new document, add text and graphics, use master pages, add columns, thread frames, create and apply styles, use layers, and prepare a file for print. Students taking this course should be familiar with Microsoft Windows 2000 or XP and should have basic-level word processing skills.

Desktop Publishing - InDesign II $129
WIT054-64 Fri., 8/17, 9:00am-4:00pm
WIT054-65 Wed., 10/17 & 10/24, 6-9pm
Students learn how to use Adobe InDesign CS2 to create professional-looking layouts. Specifically, they learn how to set-up multi-page spreads, work with vector paths, format type using advanced features, create lighting effects, adjust transparency, define object styles, explore the use of tables in a document, use the Story Editor, and manage long documents. Students taking this class should have a basic knowledge of Adobe InDesign CS2.

Macromedia Dreamweaver $129
WIT023-64 Fri., 8/3, 9:00am-4:00pm
WIT023-65 Wed., 10/31 & 11/7, 3:00-6:00pm
Learn to use this professional visual editor to create and manage Web sites and pages. Students learn to use Dreamweaver’s advanced design and layout tools including DHTML features such as animated layers and behaviors.

To register for a WERC course, please call 1-508-375-4012.

www.capecod.edu

Workforce Education Resource Center, WERC, is the training resource for local businesses and organizations of Cape Cod, Martha’s Vineyard, Nantucket, and Southeastern Massachusetts. WERC assesses, designs, and delivers customized training in information technologies, management skills, customer satisfaction, professional development, certifications in OSHA, Real Estate, ServSafe® and other areas as requested by the client. For more information or to schedule training call 1-508-362-2131 x4435. E-mail: werc@capecod.edu.
QuickBooks Pro $129
WPG017-64 Fri., 10/19, 9:00am-4:00pm
This course is designed for the small to midsize office manager who enjoys Quicken's ease of use but prefers a more traditional approach to accounting. Learn how this well-designed program can help you set up a chart of accounts, reconcile checking accounts, create and print invoices, receipts and statements, track payables, inventory and receivables, create estimates and generate reports. Some basic accounting knowledge is helpful. Textbook provided.

Business Development

How to Deal with Difficult People $129
WPG025-64 Tues., 10/30, 6:00-9:00pm
We will discuss why some people irritate us (and some don't). We will be exposed to some ground rules for handling conflict, how to be assertive without being aggressive and how to identify the many faces of impossible behavior. We will learn specific coping techniques to deal with all types of difficult and disruptive people; to stand up to bullies; to keep cool and not crumble under pressure; and to monitor the mood-manipulators.

Practical Tips for the Self-Employed $79
WPG026-64 Tues., 11/6 & 11/13, 6:00-9:00pm
Learn the difference between a spending plan and a budget; see why and how self-employed people separate their personal and professional money (and life); explore advantages of using cash and credit; analyze your time objectively.

Assertiveness Training Workshop $150
WPG026-64 Tues., 11/6 & 11/13, 6:00-9:00pm
Assertiveness is defined as the ability to express one's thoughts, feelings and behaviors, without undue anxiety, and without infringing upon the rights of others. This two-part workshop will be both a surprising refresher and a very new and practical, in-depth approach to improving one's assertiveness. 'Though geared toward assertiveness in the workplace, these skills and techniques are transferred to one's personal life quite easily.

Safety & Health

Local Anesthesia Certification $999
WHD001-66 Fri., Sat., & Sun., 11/9-11/11, 8:00am-5:00pm
This course is intended to provide a comprehensive study of local dental anesthetics in the Dental Hygiene profession. Utilizing lecture, lab components, and an on-line portion, the student will learn to safely administer topical and local dental anesthetics. This course covers MA Rules and Regulations 234 CMR 3.09-3.14, and its requirement in the administration of local dental anesthetics. Students are to register for the course a minimum of 7 weeks prior to the clinical portion of the certification, as the on-line portion takes a minimum of 6 weeks to complete and must be completed prior to the clinical portion.

ServSafe® $155
WGB040-67 Wed., 9/12 & 9/19, 12:00-4:00pm
WGB040-68 Wed., 10/24 & 10/31, 2:00-6:00pm
The new Massachusetts state sanitary code (105CMR) requires all food professionals to certify a minimum of two people in their food establishments to satisfy these regulations. The regulations state that "the permit holder...shall demonstrate to the regulatory authority knowledge of food-borne disease prevention...through passing a test that is part of an accredited program."

OSHA 40-Hour $600
WTO15-64 Mon.-Thurs., 10/22-10/25, 7:00am-6:00pm
This 40-hour course contains the 29 CFR 1910.120 regulatory overview, site and safety health plan, job hazard analysis, waste characterization, site investigation/audit, personal protective equipment, air monitoring, decontamination, SCBA use, basic principles of emergency response, introduction to confined space, and chemical hazards vs. physical hazards.

OSHA 8-Hour Refresher $150
WTO10-65 Fri., 12/7, 8:00am-5:00pm
This 8-hour course covers the 29 CFR 1910.120 regulation, work-site safety, hazard communication, emergency action plans/contingency plans, fire protection/prevention, back safety and container handling, confined spaces, air monitoring, decontamination, personal protective equipment, and respiratory protection.

Trades & Construction

MA State Building Codes $229
WPG077-64 Thurs., 10/11-12/6, 6:30-9:30pm
This course is designed for individuals seeking to obtain a Massachusetts Construction Supervisors' License and those individuals who wish to become proficient in the use and interpretation of the Mass. Code 6th Edition. The course is an in-depth, fast-paced coverage of the Code, including understanding the Code layout, how to find answers to Code questions, and use of the index and appendices. In addition to the Code, the course will review sample site plans and construction drawings. The required text Mass State Building Code 6th Edition is available at the College bookstore or at the Mass State Bookstore. To order, call 617-727-2834.

Home Inspection – Continuing Ed $75
WET001-64 Wed., 9/12, 9:00am-12:00pm
In the state of Massachusetts Licensed Home Inspectors are required, as a condition of license renewal, to complete a minimum of 24 contact hours of continuing education per continuing education period, which is 24 months. The Massachusetts State Board of Registration of Home Inspectors approves this course for 3 CEU's. Fee includes seminar and certificate of attendance. Topics will vary each semester. Questions, please call 508-382-2131 x4435.

10-Hour OSHA Construction Safety $199
WET061-65 Thurs., 9/13-10/4, 6:00-8:30pm
An OSHA Outreach instructor will teach OSHA construction safety and health standards, including introduction to OSHA and the General Duty Clause, hazard communication, electrical safety, fall protection, personal protective and life saving equipment, material handling and storage, mechanized equipment, scaffolds, excavation/ confined spaces, stairways and ladders, welding and cutting, and safety and health programs. Attendees receive an OSHA 10-hour Construction Safety Course Card.

Successful Small Business Management

Planning to start a new business— or already in one— or just having business problems? Help is here. This course is a practical guide for business survival, covering startups, advertising, marketing, sales management, business plans, bank loans, insurance, bookkeeping, e-commerce and much more.

Lecturers who are experts in their specific fields cover these and additional subjects to assure your success in your business. Conducted by the Service Corps of Retired Executives (SCORE). Sponsored by the Small Business Administration of Boston. Fee: $95
WGB075-63 Tuesdays, 9/4-10/23, 7:00-9:00pm

HAZWOPER 8-Hour Refresher $150
WET017-79 Online
This Internet-based course provides 8 hours of training online for the annual refresher to the 40-hour HAZARDOUS WASTESITE WORKER course (29 CFR 1910.120). This course fulfills the requirement for both workers and supervisors.

Radiology Certification for Dental Assistants $249
WHDD04-79 Online
This course has been approved by the Massachusetts Board of Dental Examiners. It is available to dental auxiliary who have had at least two years of experience in the dental office or by permission of the instructor. This course will cover: radiation safety; principles of x-radiation; components of the x-ray tube; description of paralleling technique; anatomical landmarks; exposure and processing pitfalls; and special patient problems and alternate techniques. In the laboratory, each student will complete a full-mouth series of x-rays on a mannequin using the paralleling technique.
The Cotton Center is dedicated to the continuing education of real estate professionals by offering a variety of courses and workshops.

Virtual RE Appraisal Advanced $300
WRE002-64 Sat., 9/22 & 9/29, 9:00am-5:00pm
This advanced course will build upon knowledge gained in the first offering. Topics include advanced web resources and research techniques, advanced database concepts (creating an application system using macros, developing relational tables and complex queries and reports), advanced spreadsheets (pivot tables, data forms, creating scenarios and goal seeking), advanced word processing (automated and electronic forms, customized reports with columns, tables and graphics, importing and exporting documents). This course has been approved by the Massachusetts Board of Registration of Real Estate Appraisers for 15 hours of credit.

To register for a WERC course, please call 1-508-375-4012.

Uniform Std. of Professional Appraisal $279
WRE095-64 Thurs. & Fri., 10/18 & 10/19, 8:30am-5:00pm
(National USPAP Course) This course will explain the National Uniform Standards of Professional Appraisal Practice as promulgated by the Appraisal Foundation. Successful completion of this course fulfills the Title XI requirements relating to instruction on professional appraisal practice. MBREA members will also fulfill the MBREA’s requirement of mandatory education participation in PAP seminar. MRA and RA members will earn 15 recertification credits. This course has been approved by the MA, NH, ME, and RI Boards of Registration of Real Estate Appraisers for 15 classroom hour credits. 1.5 CEU.

USPAP Update $180
WRE099-64 Fri, 10/12, 8:30am-5:00pm
A one-day seminar developed to update the participant’s knowledge of the National Uniform Standards of Professional Appraisal Practice. All materials included.

www.capecod.edu
Cape Cod Community College • FALL 2007
A to Z Grant Writing $89
EN003  A to Z Grant Writing is an invigorating and informative course that will equip you with the skills and tools you need to enter the exciting field of grant writing! You’ll learn how to raise needed funds by discovering how and where to look for potential funders who are a good match for your organization. You’ll also learn how to network and develop true partnerships with a variety of funders, how to organize a successful grant writing campaign, and how to put together a complete proposal package.

Writing Effective Grant Proposals $89
EN098  Learn how to prepare grant proposals that get solid results for your favorite organization or charity. Over $200 billion annually is available for worthy causes and most people don’t know how to prepare the application that will deliver needed funding. Learn how to write professional proposals that actually succeed!

Fundamentals of Supervisor & Mgmt $89
EN085  Learn how to be an effective manager or supervisor. Master the basics of business and organizations, learn the people skills required to motivate and delegate, and learn tools for solving problems and resolving conflicts.

Intro to Nonprofit Management $89
EN099  In this course, a seasoned veteran in the nonprofit management field will show you how to transform your good intentions into a professional plan of action. You’ll understand the unique characteristics of nonprofit organizations, while mastering the core knowledge necessary to become an effective leader in the nonprofit arena.

Marketing Your Nonprofit $89
EN217  In the face of stiff competition, an increase in the number of worthwhile causes, new regulations, more oversight, and fewer funding opportunities, you need to work smarter—not longer. This course, packed with practical strategies that you can put to immediate use, will help you compete more effectively for members, media attention, donors, clients, and volunteers.

Speed Spanish $89
EN001  This course is designed for anyone who wants to learn Spanish pronto. You’ll learn six easy recipes for gluing Spanish words together to form sentences. In no time at all, you’ll be able to go into any Spanish speaking situation and converse in Spanish ¡Qué Bueno!

Start Your Own Consulting Practice $89
EH003  Do you have training or knowledge that could be useful to others? Have you ever considered becoming a consultant? This course is designed to help those who wish to set up a consulting practice get started. Topics will include skills assessments, pricing policies, contracting, marketing, and more.

QuickBooks for Contractors $89
EN213  In this six-week course, you’ll learn how to use the Premier Contractor Edition of QuickBooks to run your business more efficiently. Lessons are clearly illustrated and include clear step-by-step instructions in plain language so you can get hands-on practice with the features that you’re sure to use on a daily basis.

Successful Construction Business Mgmt $89
EE005  This course can help you design and construct a superior business operation that serves your customers better and keeps them coming back. Better business operations usually keep talented employees happy and loyal too. Learn business skills the same way you learned your trade: one step at a time and with an eye on how the pieces go together successfully.

Debt Elimination Techniques that Work $89
EN232  This course will teach you a specific and workable strategy that will get you out of all debt—including your mortgage—in the shortest possible time. The strategy presented is not new, nor is it rocket science. It is a simple, easy-to-understand method that just flat out works. However, getting out of debt is only part of the answer. You will also be guided down a new path concerning spending, saving and handling money that will keep you out of debt forever.

For a complete course list and to register, visit: www.ed2go.com/capecod

How do online courses work?
All ed2go online courses run for 6 weeks. Two lessons are released each week and must be completed within 2 weeks of their release. Interactive quizzes, assignments, and online discussion areas supplement the lessons.

Instructor-Facilitated Courses
Each of the ed2go online courses is supported and facilitated by an instructor unless otherwise indicated. Students are able to interact freely with one another and the instructor by posting and answering questions in the discussion area. Over 100 courses offered, such as...Internet, Computer, Certification, Writing, Personal Enrichment, and Health Care. All courses require Internet access, e-mail, and a Netscape or Internet Explorer Web browser.

Register for ed2go online courses at www.ed2go.com/capecod
We know your life is getting more complex by the minute. Finding the time to take all of the courses you need (or that one you really want to take, just for you) is becoming more and more difficult.

The answer?

Intersession 2008

Look for these classes scheduled during January 2008:

- Art
- Oral Communication
- Microcomputer Applications Software
- American Government
- Pharmacology Calculations
- Management
- French Culture and Language
- Fundamental Arithmetic
- Prealgebra
- Introduction to Environmental Science
- Introduction to Business
- Civil War

Complete information will be posted at www.capecod.edu

Bookstore

Regular Hours*
Monday, Tuesday 8:00am-3:30pm
Wednesday 8:00am-7:00pm
Thursday 8:00am-3:30pm
Friday 8:00am-3:00pm

Extended Hours
August 25 (Sat.) 9:00am-1:00pm
August 27-30 (Mon.-Thurs.) 8:00am-7:30pm
August 31 (Fri.) 8:00am-3:00pm
September 1 (Sat.) 9:00am-1:00pm
September 4-6 (Tues.-Thurs.) 8:00am-7:30pm
September 7 (Fri.) 8:00am-3:00pm
September 8 (Sat.) 9:00am-1:00pm

Textbook Information
For information on your instructors’ textbook selections, visit our web site: www.cccc.bkstr.com. Enter your course and section number to get textbook requirements. Purchase online (with American Express, Visa, MasterCard, or Discover). Books will be shipped by UPS; shipping and handling fees are determined by price of books and destination. In order for us to give you the most accurate information, please have course and section numbers ready when you call or visit the bookstore.

For other questions, call 1-508-375-4022.

* The Bookstore is closed all legal holidays and any time the College is closed.

O’Neill Center for Disability Services

The O’Neill Center for Disability Services provides accommodations to qualified students with documented physical, psychological, and/or learning disabilities.

The Center works collaboratively with faculty and other campus resources to provide a wide range of support services which may include priority registration, academic counseling, tutoring, note taking, sign language interpreters, adaptive computing, and exam modifications.

Students are encouraged to meet with a disability specialist before the start of their first semester to develop a support services plan.

Contact the O’Neill Center, South 222, at 1-508-362-2131 x. 4337 for assistance.
Computers for Seniors, Inc.
Serving Cape Cod’s Computing Community

Computers for Seniors is a non-profit, Cape Cod-based, all volunteer organization, established in 1996 with a mission to offer computer education for Cape Cod residents ages 50 and up. CFS offers courses, workshops, and tutorials in a fully equipped computer lab in the Hyannis Center. They also have monthly meetings with invited guest lecturers who discuss specific subjects of interest to CFS members.

Monthly meetings are held at the Dennis Senior Center on Route 134 at 1:00pm usually on the first Thursday of each month. Meetings are open to the public.

Yes, you can learn the technologies of today!

1-508-428-1052 • www.cfscapecod.com

Service Learning
at Cape Cod Community College

Service Learning is an instructional method that connects meaningful service experiences in the local community with academic learning in the classroom.

Service Learning projects address community needs as well as develop students’ academic skills, sense of civil responsibility, and commitment to the community.

Make a difference
Use your skills
Help others
Gain real-world perspective
Make the connection with reflection
Meet new people
Have fun!

For additional information, please contact
John French
at 1-508-362-2131 x4555.
The Hyannis Center
540 Main Street, Hyannis, MA 02601
1-508-778-2221

The Hyannis Center offers educational assistance for adults who wish to improve their basic reading, writing and math skills.

Offerings include:

- English for Speakers of Other Languages (ESOL)
- High School Equivalency Preparation (GED)
- College Transition Programs
- College Credit Classes
- Community Events
- GED and Practice GED Tests
- Non-credit classes related to job training and computer programs

ESOL, GED, and the College Transition programs are free of charge.
For additional information, please call 1-508-778-2221.

Información en Español: 1-508-375-4091
Informação em Português: 1-508-375-4092

Directions to the Hyannis Center
Route 6 to Exit 6. Travel on Route 132 South approximately 1.7 miles. Turn right onto Bearse's Way and proceed 1.7 miles (crossing Rt. 28). Bear right at the fork in the road. At the first traffic light turn left onto North Street. The Hyannis Center is on the right.

---

CLEP
College Level Examination Program

Earn college credit and save time and money by successfully completing one or more CLEP examinations. CLEP examinations cover material taught in courses that most students take as requirements in the first two years of college. Students may earn up to (6) college credits for each CLEP examination completed successfully. (See CLEP Brochure).

There are thirty-three exams that cover material taught in courses with similar titles at most colleges. Each exam costs $60 plus an additional $15 administrative fee. CLEP registration bulletins are available at the Registration Office, Advising Center, and the Assessment Center.

All CLEP examinations are 90 minutes long and are administered on computer. Student test reports are available immediately (except for English Composition with Essay exams). Credit cards are the preferred method of payment for the actual CLEP exam with checks required for the administrative fee.

Students may purchase the Official CLEP Study Guide in bookstores or may download individual study guides at a cost of $10 from www.collegeboard.com/clep. Please submit your CLEP application to the Assessment Center in the Grossman Commons Building before 4:00pm on or before the registration deadline date.

<table>
<thead>
<tr>
<th>Exam Date</th>
<th>Register by</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 22</td>
<td>September 7</td>
</tr>
<tr>
<td>October 20</td>
<td>October 5</td>
</tr>
<tr>
<td>November 17</td>
<td>November 2</td>
</tr>
<tr>
<td>December 15</td>
<td>November 30</td>
</tr>
</tbody>
</table>

For more information on CLEP exams, contact the Assessment Office at 1-508-362-2131 x4542.

Interested in Changing Your Direction?

Attend an Information Session for Returning Adults

July 26
August 9, August 23
September 20, October 25
November 15, or December 13

Information Sessions begin at 6:00pm
Grossman Commons Building

For reservations, please call the Advising & Counseling Center at 1-508-362-2131 x4318
email: advisingcenter@capecod.edu

CLEP • Hyannis Center

www.capecod.edu
Cape Cod Community College • FALL 2007
GED Preparation Classes
Free GED preparation classes are available at the Hyannis Center. Please call 1-508-778-2221 for more information.

To Register for the Exam
1. Come to the Hyannis Center, 540 Main Street, Hyannis, at least 3 weeks before the next available test date.
2. Bring your photo ID (driver’s license or permit, school ID, passport, or employee ID). IDs must include birth date.
3. Bring a $65 money order payable to Cape Cod Community College. Sorry, we cannot accept cash, credit cards or checks.
4. If you are under 18 years old, you will need an official letter of withdrawal from the last high school that you attended.

Please note: If you do not have all the required documentation, you will not be allowed to register for the test.

GED Exam Dates
- August 7, 13 & 14
- September 4, 10 & 11
- October 2, 9 & 10
- October 30, November 5 & 6
- December 4, 10 & 11

GED Exam Policy
Requests for special testing accommodations require a personal interview prior to registration.

To register for the exams or for further information, call Joan Keiran at 1-508-778-2221.

All examinations will be held at the Hyannis Center, 540 Main Street, Hyannis.
Hatha Yoga

Union of body and mind is the goal of this ancient science. The development of a strong, supple body, a calm mind, and an awakened spirit can be achieved through breathing exercises, gradual stretching, and the practice of meditation.

Grossman Commons Building, Upper Level
September 10-December 3 (no class 10/8)
Mondays • 6:30-8:30pm
Instructor: Katherine Trainor  Fee: $120

To register, mail the completed form and payment to:
Cape Cod Community College
Community Recreation
2240 Iyannough Road
W. Barnstable, MA 02668-1599

Hatha Yoga Registration • Fall 2007

Name:_________________________________________
Mailing Address:_________________________________
Day Phone # ___________________________________
Evening Phone # ________________________________
Birth Date: _____________________________________

Payment enclosed:
☐ check  ☐ money order  Please do not send cash.

Community Recreation
1-508-362-2131 x4418

The Academy, with almost 700 members, is an organization at the College for people aged 50+.

The Academy was established in 1987 as an ILR (Institute for Learning in Retirement), one of many in the U.S., most of which are affiliated with colleges and universities. The Lifelong Learning Center features two classrooms with state-of-the-art audio visual equipment and a comfortable members’ lounge and art gallery.

The Academy expects to offer some 70 course in the fall semester, all of which will be led by Academy members willing to share their knowledge and expertise. Past topics have included

Cape Cod History • American Folk Art
Current National Affairs • Great Books
Conversational French • Sudoku Strategy

The Fall 2007 catalog will be posted on the Academy web site, www.allcapecod.org. To receive a printed copy, please call 1-508-362-2131 x 4400.

The Academy for Lifelong Learning of Cape Cod, Inc.
Grossman Commons Building, Room 106

 Foreign Film Series

FREE! Open to All
Lecture Hall A • Science Building
Tuesdays at 3:30pm

Coming Soon: Fall ’07 Foreign Film Brochure

Questions?
Contact Cindy Pavlos at 1-508-362-2131 x4453.

Foreign Film Series is sponsored by: Wilkens Library, International Education Committee, Department of Arts and Communication, and the Department of Language and Literature. Funding for this series is made possible in part by a grant from the Cape Cod Community College Educational Foundation and a Title VI SACHEM grant.

Interested in participating? Call the Market Manager at 1-508-432-3557.

Buy Fresh, Eat Fresh!

Farmer’s Market
...a community effort
June - September
Wednesdays • 8am-1pm
Adjacent to the
Hyannis Center • 540 Main St.

Interested in participating? Call the Market Manager at 1-508-432-3557.
Exercise Your Body

Life Fitness Center

Exercise Your Mind!

Balance can be yours! Fitness provides you with increased energy, mental stamina, and clarity to help see you through your college experience. The Center is open to current Cape Cod Community College students and alumni with valid CCCC ID cards. Your ID card is required for each visit.

The LFC is located on the lower level of the Life Fitness Center Complex. Entrance is off parking lot 12.

Features:
- Rebounder
- 2 Stair Masters
- 4 Life Cycles
- 3 Schwinn Air Dynes
- 3 Rowing Machines
- Free Weights
- 2 Treadmills
- Universal Gym
- Racquetball Court
- Elliptical
- Basketball Court
- 6 Tennis Courts
- 14 Circuit Training Stations

Fall 2007 Hours
Monday-Friday • 7:30am - 6:30pm

Life Fitness Center
1-508-362-2131 x4368

Zammer Hospitality Institute

Cape Cod Community College is proud to be the home to the newly created Linda and William Zammer Institute for Hospitality and Culinary Studies. It is the pathway for students into well-paying hospitality and culinary careers, and is a vehicle through which the College quickly responds to the ever changing needs of the region’s hospitality and service-based economy.

It seeks to grow the student experience in:
- excellence in hospitality/culinary services
- internships and cooperative work opportunities
- international cultures and cuisines
- sustainable business and environmental practices

Have questions, or want to become involved?
Please contact Jim Miller, Coordinator
1-508-362-2131 x4841 or jmiller@capecod.edu

Project Forward

The Cape Cod Technology Council and Cape Cod Community College collaborative partnership is working to promote connections between business, technology, and education across our region.

Junior Tech Council

Tap into the Tech Network... be part of CCTC ... featuring First Friday breakfasts, special interest after-hours events, brown bag lunches, and more! www.cctechcouncil.org

Project Forward, a vocational training skills program for students with significant learning difficulties, has received national, state, and local recognition. Recognized as an exemplary school-to-work model by the U.S. Department of Education, Project Forward has also been cited by 4H/UMass-Amherst for its Peer Leadership program.

Project Forward provides an exploratory career assessment including course offerings in Animal Care, Child Care, Basic Food Preparation, Office Technology, Basic Retail, Institutional Maintenance and Landscaping, Mass Communications, and Work-Life Skills. In addition to one of the vocational concentrations listed, second year students participate in a cooperative work-study experience connecting work-based learning at a local job site with instruction at Cape Cod Community College. Enrichment activities including art instruction, basketball, Circles, chorus, and 4-H activities coordinated with Barnstable County 4H/UMass Extension are available at no additional charge to the student.

To apply, please contact Peter Daley at 1-508-362-2131 x4481 or pdaley@capecod.edu

CCTC is a nonprofit organization promoting technology and business on the Cape, Islands, and Southeastern Massachusetts.
Advanced Studies

The Office of Advanced Studies is the coordinating center for students interested in pursuing their education after earning their Associates Degree. Through Cape Cod Community College’s unique partnerships with off-Cape institutions, area students can now earn their Bachelor’s or Master’s degree without leaving the Cape. Information may be requested through the Office of Advanced Studies at 1-508-375-4082.

Bachelors Programs

Bachelor of Science in Communication/Public Relations/Journalism
Suffolk University
Contact: Dr. Jane Secci, 1-508-375-4029 - email: jsecci@suffolk.edu

Bachelor of Liberal Arts
Lesley University
Contact: Ms. Trisa Monasterio, 1-617-349-8310

Bachelor of Arts in Arts/Humanities/Social Sciences - UMASS/Dartmouth
Contact: Ms. Barbara Brown, 1-508-678-3636

Bachelor of Science in Nursing A.D.N. to B.S.N. - UMASS/Boston
Contact: Ms. Kathleen Polley, 1-617-287-7532
Curriculum & online education contact: 1-617-287-7532

Bachelor in Business
Contact: Ms. Shirley Natoli at Cape Cod Community College, 1-508-375-4082.

Masters Programs

MBA - Business - UMASS/Dartmouth
Contact: Ms. Shirley Natoli at Cape Cod Community College, 1-508-375-4082.

MPA - Public Administration - Suffolk University
Contact: Dr. Michael T. Lavin, 1-508-375-4083 - email: mpacapecod@suffolk.edu or Dr. Jane Secci, 1-508-375-4029 - email: jsecci@suffolk.edu

Professional Counseling - Lesley University
Contact: Ms. Raquel Rodríguez, 1-508-415-1261

Clinical Social Work - Boston University
Contact: Ms. Deborah Sheehan, 1-617-353-2245 or Ms. Natalie McEachern, 1-617-353-2115

Early Childhood Education - Wheelock College
Contact: Ms. Sue Gershon, 1-617-879-2311 or Ms. Debra Johnston-Malden, 1-617-879-2240

Educational Leadership and Certificate Advanced Graduate Studies (C.A.G.S.) Salem State College
Contact: Mr. Joseph Gilbert, 1-508-564-5099 or Mr. Kevin Fahey, 1-978-542-6267

Reading - Salem State College
Contact: Ms. Patricia Kenney, 1-978-542-6317 or Ms. Erin Carty, 1-508-420-4594

Communication Studies - Suffolk University
Contact: Dr. Jane Secci, 1-508-375-4029 - email: jsecci@suffolk.edu

Other advanced degree programs are being explored. For more information on current or future programs, or to express your interest in degree programs you’d like to see brought to the Cape, please contact:

Office of Advanced Studies • 1-508-375-4082
Mission Statement

Cape Cod Community College Mission Statement
The students' education is the first priority at Cape Cod Community College. As a learning-centered community, we value the contributions of a diverse population, welcome open inquiry, and promote mutual respect. The College offers a strong educational foundation of critical and creative thinking, communication competency, and a global, multicultural perspective that prepares students for life and work in the 21st century. Our liberal arts, sciences, and career programs provide educational pathways that serve the varied social, economic, and demographic characteristics of our community with a distinctive focus on sustainability. We honor our past, celebrate our present, and imagine our future.

Administration

Board of Trustees
George D. Zografos, Chair, East Sandwich
Robert F. Mills, Vice Chair, Hyannis
Glenn P. Kelly, Secretary, Woods Hole
Angela M. Angelini, West Yarmouth
Elliott G. Carr, Brewster
Ralph F. Cahoon III, Barnstable (elected alumnus)
Courtney Dickey, Mashpee (student)
Allen R. Larson, Yarmouth Port
Wendy K. Northcross, West Barnstable (appointed alumna)
Christopher Oddleifson, Rockland
Cynthia Solarz, Jamaica Plain

Executive Officers
Kathleen Schatzberg, President
Dixie K. Norris, Vice President of Administration and Finance
Robert Ross, Vice President of Academic and Student Affairs (through June 30, 2007)
Philip Sisson, Vice President of Academic and Student Affairs (effective July 1, 2007)

Administrative Staff
Susan Miller, Dean of Business, Health, Social Sciences and Human Services
Roseanna Pena-Warfield, Dean of Enrollment Management and Student Development
Appointment pending, Dean of Language and Literature, Mathematics, Natural Sciences, and Life Fitness
Chester Yacek, Dean of Human Resources and Administration
David Ziemb, Dean of Arts and Communication and Advanced Studies

Cape Cod Community College Educational Foundation

19th Annual Jack's Golf Tournament
Sunday, September 16
Sandwich Hollows Golf Club, Sandwich MA

Shot-gun scramble start at 1:30 p.m.

Prizes, Auction, Raffle and Dinner immediately following play at the course!

All proceeds benefit Cape Cod Community College Educational Foundation.

For more information or to register, call 1-508-362-2131 x4439.
1 Tilden Arts Center
Art Studios
Arts/Communication Department, Faculty Offices
Box Office
Higgins Art Gallery
Institutional Research
International Studies
Main Theater
Media Production
Music Room
Phi Theta Kappa Office
Practice Rooms
Publications Offices
Studio Theater

2 Nickerson Administration Building
Admissions
Board Room
Business Office
College Communications
Financial Aid Office
Human Resources
Payroll
President
Reception
Registrar/Registration
Security/Lost and Found
Suffolk University Office
Switchboard/Information
Vice President of Academic and Student Affairs
Vice President of Administration and Finance
Veterans Office

3 Wilkens Library
Alumni Office
Business Information Center
Cape Cod Community College Educational Foundation
Cape Cod Historical Collection/Nickerson Room
Distance and Learning Technologies
Facilities Use Office
Health Promotion and Resource Center
Information Skills Classroom
Resource Development
Instructional Media Services
Instructional Technology Center
Listening and Viewing Rooms
Multimedia Room

4 North Hall
Dean of Business, Health, Human Services
and Social Sciences
Health Sciences Department, Faculty Offices
Language/Literature Department, Faculty Offices
Nursing Labs
Office of Advanced Studies

5 North / South Connector

6 South Hall
ADVANTAGE Program
Business Department, Faculty Offices
Coaches & Mentors

Dental Hygiene Clinic
Diploma Plus Office
O’Neill Center for Disability Services
Project Forward
School-to-Careers Office
Social Sciences/Human Services, Faculty Offices
Student Employment Office

7-8 Science Hall
Dean of Language and Literature, Mathematics,
Natural Sciences, and Life Fitness
Mathematics and Natural Sciences Departments,
Faculty Offices
Lecture Halls
Math Learning Center
Science Labs

9 Grossman Commons
Academy for Lifelong Learning
Advising and Counseling Center
Assessment Center
Bookstore
Cafeteria
Career Planning and Placement
Copy Center/Mail Room
Dean of Enrollment Management/Student Development
Hospitality Suite
MainSheet - Student Newspaper Office
Student Development Office
Student Senate Office
Tech Prep Office

10 Lyndon P. Lorusso Applied Technology Building
Affirmative Action Office
Business Department Faculty Offices
Conference Room
Dean of Learning Support Services
Dean of Arts and Communications and Advanced Studies
Information Technology
Tutoring Center
Workforce Education Resource Center
Writing Resource Center

11 Makkay Broadcasting Center
WKKL - Radio Station

12-15 Life Fitness Complex
All-Purpose Fields
Baseball Fields
Child Care Center
Gymnasium
Health Services
Life Fitness Center
Racquetball Court
Soccer Fields
Tennis Courts

16-17 Facilities Management
Maintenance Shops
Motor Pool
Shipping and Receiving
Warehouse
General Information

Absence Due to Religious Beliefs - Refer to Attendance or to the Student Handbook.

Academic Advising - All students are encouraged to drop by the Advising and Counseling Center on the second floor of the Commons Building (C203) to discuss their academic progress with a professional advisor. Students can plan academic course work, check prerequisites, verify graduation requirements, or obtain information about any aspect of the school. If advisors don’t have a ready answer, referrals are made to the appropriate office on campus.

Advisors are available Monday-Thursday, 8:30am-8:00pm; Friday, 8:30am-4:30pm. Appointments are suggested for evening hours. Call 1-508-362-2131 x4318 for assistance.

Accreditation - Cape Cod Community College is accredited by the New England Association of Schools and Colleges, Inc., a non-governmental, nationally recognized organization whose affiliated institutions include elementary schools through college institutions offering post-graduate instruction.

Inquiries regarding the accreditation status by the New England Association should be directed to the administrative staff of Cape Cod Community College or Commission on Institutions of Higher Education, New England Association of Schools and Colleges, 209 Burlington Rd., Bedford, MA 01730-1433 or call 1-781-271-0022.

The Nursing program is accredited by the National League for Nursing and has full approval from the Massachusetts Board of Registration in Nursing.

The Dental Hygiene program is accredited by the American Dental Association.

The Medical Assisting certificate is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahp.org) upon the recommendation of the Curriculum Review Board of the American Association of Medical Assistants Endowment (CRB-AAMAE).

The Early Childhood Education program is accredited by the National Association for the Education of Young Children.

Admissions - Cape Cod Community College has an "open door" admissions policy. Admission (matriculation) is the completion of an admissions application, submission of an official high school transcript or GED diploma, and payment of the application fee. Individuals without a high school credential should contact the Admissions Office to discuss the "Ability to Benefit" option. The application priority dates are: August 15 for Fall semester and January 10 for Spring semester. The "open door" admissions policy does not apply to the Nursing, Dental Hygiene, Medical Assisting, Paramedic, Diagnostic Technology, and Massage Therapy programs. International applicants and/or students interested in the College’s selective health programs should contact the Admissions Office for complete information on admissions requirements and application deadlines. The application deadlines for these programs are: January 5 Nursing; February 1 Dental Hygiene. To request an application and Admissions Bulletin call 1-508-362-2131 x4311 or download from www.capecod.edu. Go to www.capecod.edu to schedule a campus visit.

Affirmative Action and Title IX Policy Statement - Cape Cod Community College is an Affirmative Action/Equal Opportunity Employer. We encourage applications from candidates who will enrich and contribute to the cultural and ethnic diversity of our college and do not discriminate on the basis of age, race, creed, color, religion, marital status, gender, sexual orientation, veteran status, national origin or disability status in its education programs or in activities as required by the Title VI Civil Rights Act of 1964, Title IX, Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; and regulations promulgated thereunder; 34 C.F.R. Part 100 (Title VI), Part 106 (Title IX), and Part 104 (Section 504); and the Americans with Disabilities Act of 1990. All inquiries concerning application of the above should be forwarded to the College’s Office of Affirmative Action.

All questions, concerns, complaints or requests for auxiliary aids and services regarding the Americans with Disabilities Act should be forwarded to Chet Yacek, Dean of Human Resources and Administration, and A.D.A. Compliance Coordinator, or Joyce Chasson, Director of the O’Neill Center for Disability Services, or Jeannmarie Fraser, Coordinator of Title IX, or Agustin Dorado, Affirmative Action Officer.

Attendance - At the first session of each class or laboratory session, the instructor will furnish a written statement to the students that will include the attendance policy for the course.

Under Massachusetts General Laws, Chapter 151C, any community college student who cannot attend classes or take an exam, study, or fulfill work requirements on the particular day due to his/her religious beliefs, shall be excused from such obligations. The student must be provided with an opportunity to make up such exam(s), study or work requirements, provided, however, that such make-up exam(s) or work do not create an unreasonable burden upon the institution.

The student may not be charged for such make-up opportunities, nor may he/she be subject to adverse or prejudicial effects for availing himself/herself of the provisions of the law (Oct. 8, 1985). Refer to the Student Handbook for more information.

Auditing a Course - A student may register to audit a course with the permission of the course instructor. Students are required to pay all tuition and fees. No grade and no credit will be given. Refer to the College Catalog for the complete Audit Policy.

Bureau of Immigration and Customs Enforcement (BICE) - It is the policy of the Board of Higher Education that public institutions of higher education in the Commonwealth of Massachusetts notify the BICE immediately of the name and last known address of any international student requiring a student visa whenever such student does not enroll, enroll for less than full time, withdraws from or graduates from the institution. The public institutions of higher education shall forward copies of any such notifications to the Board of Higher Education. Massachusetts General Laws, Chapter 15A, Section 9.

Career Counseling - Appointments for career counseling can be arranged by calling 1-508-362-2131 x4686.

Class Postponement Policy - In the event of a class postponement due to inclement weather, etc., the College will contact local radio stations to have an announcement made, and will make announcements on the College’s weather hotline, 1-508-375-4070. Make-up schedule for postponed classes will be announced at the next class meeting.

Cancellations - In Massachusetts, state law requires that departments of continuing education and community services be self-supporting; that is, they incur no cost to the Commonwealth. Cape Cod Community College’s Continuing Education and non-credit courses require minimum paid enrollments to meet all costs. Cancellation is likely if these costs are not met.

Course Changes (Drops or Adds) - Students should refer to the Calendar on page 2 of this publication for important information regarding course changes.

Requests to drop or add a course must be done in person at the Registrar’s Office; failure to attend class or receive notification from the instructor does not constitute a withdrawal and will result in a failing grade for the course.

For additional information, please refer to the Student Handbook and to page 46 of this brochure for refund information.

Criminal Offender Record Information and Sex Offender Registry Information Checks - Students participating in an academic, community or clinical program that involves the potential for unsupervised contact with children, the disabled, or the elderly, may be required to undergo a Criminal Offender Record Information (CORI) check and/or a Sex Offender Registry Information (SORI) check. Students found to have certain criminal convictions or pending criminal actions will be presumed ineligible to participate in such activities. The College’s access to CORI records is authorized by the Commonwealth’s Criminal History Systems Board, pursuant to Massachusetts General Laws, Chapter 6, Sections 167-178B. The College’s assessment of CORI records is based on regulations issued by the Executive Office of Health and Human Services, 101 Code of Massachusetts Regulations 15.00-15.17. SORI checks are performed pursuant to Massachusetts General Laws, Chapter 6, Section 178C.

Information pertaining to the Commonwealth’s Sex Offender Registry Board is available at www.mass.gov/sori.

For more information regarding the College’s CORI/ SORI check process, please contact Chet Yacek, Dean of Human Resources and Administration at 1-508-362-2131 x4306.

Developmental Course - A basic skill development course, generally numbered below 100 in the College Catalog, which carries college credit but does not count toward the requirements for graduation.

Final Exams - All final examinations must be taken at the scheduled hours during the exam week.

Financial Aid - To apply for financial aid, complete the Free Application for Federal Student Aid (FAFSA). Applications are accepted on a rolling basis; the recommended application date for the Fall semester is April 1, and Spring semester is November 1. Allow at least one month’s processing time. For students whose eligibility has been confirmed before the tuition bill due date, payment will be deferred in anticipation of financial aid. Sources of assistance include federal, state, and college grants, work study, and student loans.

If you need assistance, please contact the Financial Aid Office in the Nickerson Administration Building at 1-508-362-2131 x4393 between 8:30am and 4:30pm, Monday-Friday, and until 7:00pm on Wednesdays.
Graduation (procedures for) - Cape Cod Community College is authorized by the Massachusetts Board of Higher Education to award the degrees of Associate in Arts and Associate in Science. These steps must be taken to guarantee fulfilling your Commencement requirements:
1. File a Degree Candidate form at the beginning of your last semester (by March 1 for May, July 1 for August and November 1 for January). Forms are available from your advisor or at the Registrar’s Office. Deadlines are important. Late filing means your graduation will be delayed.
2. Complete all core course requirements and, in A.S. degree programs, all program requirements. It is the student’s responsibility to ensure completion of all degree requirements. Avoid disappointment and check requirements carefully at the beginning of your last semester.

Students who plan on receiving a certificate must also adhere to the above mentioned procedures for graduation.

Identification Cards - Identification cards are issued at the Student Development Office during the day and in the evening at the Wilkins Library. Hours are posted.

Immunization - Massachusetts state law requires that all students taking 12 credits or more be immunized. Necessary immunizations may be obtained through Health Services. Refer to the Student Handbook for more information or contact Health Services at 1-508-362-2131 x4331.

Information Subject to Change - This publication is provided as a convenience and source of information. The College reserves the right to add or withdraw courses and programs, change course content, or revise any provision or requirement described herein, such revisions then becoming applicable both to new students and to students already enrolled.

Insurance - The Commonwealth of Massachusetts requires all students carrying nine credits or more to participate in the student health insurance program or in a health insurance program with comparable coverage. If a student has comparable coverage and wishes to waive participation in the Massachusetts Community Colleges insurance plan, then the student must furnish the College a written waiver showing comparable coverage on a form provided by the College.

The premium charge for the College health insurance plan will appear on your bill. All waivers must be received by the College at least 25 days prior to your registration date or prior to the opening of the semester. Otherwise, the charge will remain on your bill and payment will be required.

Matriculation - Matriculation is formal admission acceptance into a degree or certificate program and defines the graduation requirements a student must follow in order to receive an associate degree or certificate. For more information, refer to Admissions (page 44) or contact the Admissions Office at 1-508-362-2131 x4311.

Payment - Tuition and fees must be paid in full at the time of registration. Payment is accepted by cash, check, money order, MasterCard, Visa, Discover or American Express to “Cape Cod Community College” or through eCashier at www.capecod.edu.

Prerequisites - Cape Cod Community College is committed to students’ academic success. Prerequisite courses are established to assure students have the necessary knowledge and skills to succeed in a course. You are required to complete (or be currently enrolled in) prerequisites prior to registering for the next level course. For information on the Basic Skills Assessment, refer to page 4 or contact the Assessment Center at 1-508-362-2131 x4543.

Sex Offender Registry - Refer to Criminal Offender Record Information, page 44.

Sexual Harassment - Sexual harassment of a student, an employee, or any other person in the College is unacceptable, impermissible, and intolerable.

Students who believe they have been subject to discriminatory educational practices including sexual harassment are asked to first seek advice through their instructor or see Jeanmarie Fraser, Title IX Coordinating, in the Wilkins Library. Also see the College’s Student Grievance Procedure and the complete Sexual Harassment Policy in the Student Handbook.

Smoking Policy - Smoking is not permitted indoors. Smoking will be permitted outdoors anywhere beyond 25 feet of a building entrance. Both smoking and congregation within 25 feet of a building entrance is prohibited. Any complaints, suggestions, or reporting of violations should be directed to the Vice President of Administration and Finance.

Standards - The College reserves the right to dismiss any student who, in its judgement, conducts himself/herself in a manner incompatible with its standards. Cheating, plagiarism and similar offenses are examples of such behavior. Failure to do assigned work, excessive absences, or inappropriate classroom behavior may be the cause for dropping the student with a grade of “ABS” or “F.”

Student Handbook - Cape Cod Community College has published a handbook that provides information that students taking credit courses should know. Students may request a copy of the Student Handbook from the Student Development Office.

Support Services for Students with Disabilities
In compliance with Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, the College is committed to providing support services and reasonable accommodations on an individual basis to all qualified students and employees with disabilities within the limits of its resources.

Special services, including modifications in examinations, materials on tape, work station modifications, readers, notetakers, sign language interpreters, Braille course materials, tutoring, etc., may be arranged in order that individuals with disabilities are assured equal access to all academic programs, activities and services.

Students requiring these services are requested to make early application to the College, and contact the O’Neill Center for Disability Services at 1-508-362-2131 x4337 to assess their special needs. Support services for employees will be coordinated through the College Human Resources Office and the O’Neill Center for Disability Services.

Transfer Credit Policy - In most cases, earned credit for college course work completed at Cape Cod Community College or transferred from any regionally accredited institution of higher education with a grade of C or better may be applied toward satisfying a degree requirement without a time restriction. In certain courses where a program or a department requires that current knowledge is essential, a time limit must be imposed on the applicability of earned credit toward satisfying a degree requirement; such a time limit must be approved by the Curriculum and Programs Committee, and must be indicated in the catalog of the College.

If the designated time limit has been exceeded, credit will be granted only if:
1. the student successfully passes a CLEP test for the course or, in the absence of a CLEP test, passes a Department Challenge Examination; or
2. the student submits a waiver request and receives approval for the credits in question from the appropriate department.

Tuition Waivers for Credit Courses
The Massachusetts Categorical Tuition Waiver Program offers a waiver of State and Local Tuition to Massachusetts residents who are:
• Veterans of wartime or conflict duty
• Active Armed Forces Personnel
• Members of the MA National Guard
• Senior Citizens (60 years of age or older)
• Native Americans
• Massachusetts Rehabilitation Recipients
• Massachusetts Commission of the Blind Recipients
• DSS Adopted or Foster Children
• Stanley Koplik Certificate of Mastery for MCAS achievement
• Surviving Spouses and Children of Victims of the September 11, 2001 Tragedy
• National Guard (tuition and fees)

Students requesting tuition waivers must complete a Certificate of Tuition Waiver available at the Financial Aid Office. The form must be returned to the Financial Aid Office with appropriate documentation. The waiver covers the cost of tuition only, which is approximately 20% of the class price. The student is responsible for all other charges.

Veterans - Veterans interested in taking advantage of the V.A. Educational Benefits should contact the V.A. Regional Office at 1-888-442-4551. Students using the Educational Benefits must be accepted (matriculated) in a degree or certificate program. Application forms and enrollment certification for the Educational Benefits are available in the Financial Aid Office.

Voter Registration - Under the Massachusetts General Laws, Chapter 51, Section 42E (Section 17 of Chapter 475 of the Acts of 1993) effective January 1, 1995, students may obtain an affidavit of voter registration at the Registration Office. See the Registrar for details.

Withdrawal Policy - For information pertaining to the College withdrawal policy, refer to the Student Handbook.

Cape Cod Community College
2240 Iyannough Road
West Barnstable, MA 02668-1599
1-508-362-2131
Toll Free 1-877-846-3672
www.capecod.edu
## Tuition & Fees

<table>
<thead>
<tr>
<th>Charges per credit hour for Massachusetts residents</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>State and Local Tuition .................................. $24.00</td>
<td></td>
</tr>
<tr>
<td>Fees ......................................................... $98.00</td>
<td></td>
</tr>
<tr>
<td><strong>Example:</strong></td>
<td></td>
</tr>
<tr>
<td>One 1-credit course ...................................... $122.00</td>
<td></td>
</tr>
<tr>
<td>One 2-credit course ...................................... $244.00</td>
<td></td>
</tr>
<tr>
<td>One 3-credit course ...................................... $366.00</td>
<td></td>
</tr>
<tr>
<td>One 4-credit course ...................................... $488.00</td>
<td></td>
</tr>
<tr>
<td>Two 3-credit courses ..................................... $732.00</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Charges per credit hour for non-Massachusetts residents</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition .................................................... $230.00</td>
<td></td>
</tr>
<tr>
<td>Fees ........................................................ $98.00</td>
<td></td>
</tr>
<tr>
<td><strong>Example:</strong></td>
<td></td>
</tr>
<tr>
<td>One 1-credit course ....................................... $328.00</td>
<td></td>
</tr>
<tr>
<td>One 2-credit course ...................................... $656.00</td>
<td></td>
</tr>
<tr>
<td>One 3-credit course ...................................... $984.00</td>
<td></td>
</tr>
<tr>
<td>One 4-credit course ...................................... $1,312.00</td>
<td></td>
</tr>
<tr>
<td>Two 3-credit courses ...................................... $1,968.00</td>
<td></td>
</tr>
</tbody>
</table>

Tuition and fees are subject to change by vote of the Board of Trustees and/or the Board of Higher Education. Because this document must be prepared months in advance of the semester, please check the College’s web site [www.capecod.edu](http://www.capecod.edu) for current information on tuition and fees. Some courses and programs have special fees.

Tuition and fees must be paid in full when registering. Please pay in full by cash, check, money order, (payable to “Cape Cod Community College”) MasterCard, Visa, Discover, American Express or at [www.capecod.edu](http://www.capecod.edu); go to Quick Links Menu, Pay Online.

Students who fail to pay tuition and all fees in full by the due date will be subject to cancellation of their class schedule. Past due accounts referred to collection agencies are charged legal fees, plus collection company fees and other costs. Collection costs can be as high as 40% of the past due balance.

Because of the self-supporting nature of Continuing Education, the College reserves the right to cancel any courses, to restrict the registration in a course, to re-schedule a course, to section a course, to provide additional instructors for any course which is deemed overcrowded, and to change instructors when necessary.

### Refunds

**Refunds will be issued as follows:**

1. A student who withdraws before the first scheduled class is entitled to full refund, less $35 non-refundable deposit.
2. A full refund is made if a course is cancelled.
3. To withdraw from a course after the first scheduled class, follow the Withdrawal Policy as outlined in the Student Handbook.

**Refer to the Calendar on page 2 for the refund dates.**

**NOTE:**

1. The above policy does not pertain to courses that meet for fewer than five sessions.
2. The refund policy for non-credit courses and some credit courses vary.

---

## Registration Information

### Fall Semester 2007

**September 5 - December 21**

**To Register Online**

Students can view the course schedule and register for classes by visiting the Cape Cod Community College web site at [www.capecod.edu](http://www.capecod.edu). Click on Register Here!

**To Register In Person**

Visit our Registration Office in the Nickerson Administration Building (first floor)

Cape Cod Community College

2240 Iyannough Road

West Barnstable, Massachusetts 02668

**To Register By Phone**

Before you phone us, we recommend that you:

1. fill out the registration form on the next page,
2. have your Visa, MasterCard, Discover, or American Express card and expiration date ready,
3. then call 1-508-375-4012 or toll free at 1-877-846-3672, Mon.-Fri., 8:30am-4:30pm.

**To Register By Mail**

Please supply all the information requested on our registration form (see next page). Payment can be made by personal check, money order, or with Visa, Discover, MasterCard or American Express.

Mail the completed form and your payment to:

Cape Cod Community College - Registration Office

2240 Iyannough Road

West Barnstable, MA  02668-1599

**To Register By FAX**

1. complete the registration form on the next page
2. transmit the registration form by dialing 1-508-375-4084. Visa, MasterCard, Discover and American Express are acceptable by FAX
3. registration confirmation will be mailed to you within 10 business days.

---

### Registration Office Hours

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday, Tuesday</td>
<td>8:30am-4:30pm</td>
</tr>
<tr>
<td>Wednesday</td>
<td>8:30am-7:00pm</td>
</tr>
<tr>
<td>Thursday, Friday</td>
<td>8:30am-4:30pm</td>
</tr>
</tbody>
</table>

### Extended Hours

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 27-30</td>
<td>8:30am-6:30pm</td>
</tr>
<tr>
<td>September 4-6</td>
<td>8:30am-6:30pm</td>
</tr>
<tr>
<td>September 10</td>
<td>8:30am-6:30pm</td>
</tr>
</tbody>
</table>

Refer to the Calendar on page 2 for Holiday Observances.