

**EL CAMINO COLLEGE
COURSE OUTLINE OF RECORD**

General Course Information

Subject: NHDV
Course Number: 107
Descriptive Title: Introduction to Navigating the Transfer Process
Course Disciplines: Counseling, Education, Psychology
Division: Behavioral and Social Sciences
Department: Human Development

Catalog Description:

This course is designed to assist students in transitioning from noncredit to credit courses and introduces students to the information and resources related to the university transfer process. Students will learn about the components of educational planning, strategies for identifying and investigating transfer options, and the steps involved in university transfer. Topics that will be introduced also include university admissions requirements, the application process, financial aid opportunities, housing considerations, and programs and services to support students in applying, transferring, and adjusting to the university environment.

Conditions of Enrollment:

Recommended Preparation: ENGL 1 OR ESL 52B AND ESL 53C

Course Length: Full Term

Hours Lecture (per week): 1
Hours Laboratory (per week): 0
Outside Study Hours: 2
Total Hours: 18

Course Units: 0

Grading Method: Pass/No Pass only
Credit Status: Non Credit

Transfer CSU:

Yes **Effective Date:**
No X **Effective Date:**

Transfer UC:

Yes **Effective Date:**
No X **Effective Date:**

General Education

ECC:
Term: **Other:**

CSU GE:
Term: **Other:**

IGETC:

Term:

Other:

Outcomes and Objectives

**A. Student Learning Outcomes SLOs (The course student learning outcomes are listed below.)
Student Learning Outcomes:**

SLO #1 Introduction to Identifying Transfer Options

Students will be able to identify and understand information and resources for selecting appropriate transfer institutions.

SLO #2 Introduction to Educational & Transfer Planning

Students will understand, at an introductory level, how educational planning relates to the university transfer process.

SLO #3 Introduction to Educational Goals & College Funding

Students will be able to identify costs associated with transfer and possible sources of funding to assist with their educational goals

**B. Course Objectives (The major learning objectives for this course are listed below.)
Course Objectives:**

1. Explore opportunities available in American higher education.
2. Understand and discuss the requirements for obtaining an Associate degree.
3. Conduct a preliminary university search using educational resources.
4. Identify and describe factors to be considered in selecting a university.
5. Identify options and major requirements available for transfer in an area of study.
6. Outline university transfer options, associated costs, and admissions requirements.
7. Understand the process for creating an educational plan.

Outline of Subject Matter

(Topics should be detailed enough to enable an instructor to determine the major areas that should be covered to ensure consistency from instructor to instructor and semester to semester.)

Major Topics:

- I. Introduction to Institutions of Higher Education (2 hours, lecture)**
 - A. Options in Higher Education
 - B. Higher Education Student Outcomes

- II. Factors to Consider When Developing Higher Education Goals (2 hours, lecture)**
 - A. Personal Values and Interests
 - B. Majors and Careers
 - C. Required Career Preparation

- III. Introduction to the Educational Planning Process (2 hours, lecture)**
 - A. Components of Educational Planning
 - B. Campus Resources for Educational Planning

- IV. Introduction to Associate Degree Requirements and Resources (2 hours, lecture)**
 - A. Assessment Processes and Placement
 - B. Introduction to Associate Degree Requirements

- V. Introduction to Transfer Requirements and Resources (3 hours, lecture)**
 - A. University of California (UC)
 1. UC Campuses
 2. Admissions Requirements and Application Process
 3. Transfer Resources

 - B. California State University (CSU)
 1. CSU Campuses
 2. Admissions Requirements and Application Process
 3. Transfer Resources

 - C. Independent, Out-of-State, Historically Black Colleges (HBCU)
 1. Admissions Requirements and Application Process
 2. Resources

- VI. Introduction to Educational Planning for Transfer (2 hours, lecture)**
 - A. Considerations in Course Selection and Major Preparation
 - B. Introduction to the Articulation System Stimulating Interinstitutional Student Transfer (ASSIST) Website
 - C. Timing the Completion of Coursework

- VII. Introduction to Transfer Services and Programs at El Camino College (2 hours, lecture)**
 - A. Transfer Center
 1. University Representatives
 2. University Tours and College Fairs
 - B. Honors Transfer Program

C. Transfer Admission Guarantees and Partnerships

VIII. Introduction to Strategies for Successful Transfer (3 hours, lecture)

- A. The Application Process
 - 1. Personal Statements
 - 2. Letters of Recommendation
 - 3. Application websites and deadlines

- B. Resources for Managing the Cost of University: Financial Aid and Scholarships
- C. University Life: Housing and Campus Life
- D. Transfer Orientation Programs and Support Services

Total Lecture Hours: 18

Total Laboratory Hours: 0

Total Hours: 18

Primary Method of Evaluation and Sample Assignments

A. Primary Method of Evaluation (choose one):

Evaluation 1) Substantial writing assignments

B. Typical Assignment Using Primary Method of Evaluation

In a one-page essay, describe the program offered in your major area of study at a University of California campus, a California State University campus, and an independent or out-of-state university in terms of admissions requirements, major preparation (prerequisites), financial costs, and housing opportunities for transfer students.

C. College-level Critical Thinking Assignments

Critical Thinking Assignment 1:

Review the Intersegmental Education Transfer Curriculum (IGETC) guide sheet provided in class and select general education courses that would meet the University of California admission requirements.

Critical Thinking Assignment 2:

Complete a practice application to the college or university of your choice. Upon completion of this assignment, work with another student and then critique each other's personal statement and application, offering suggestions for improvement.

D. Other Typical Assessment and Evaluation Methods

Completion
Homework Problems
Matching Items
Multiple Choice
Objective Exam
Term or Other Papers
True/False
Written Homework
If Other:

Note: In compliance with Board Policies 1600 and 3410, Title 5 California Code of Regulations, the Rehabilitation Act of 1973, and Sections 504 and 508 of the Americans with Disabilities Act, instruction delivery shall provide access, full inclusion, and effective communication for students with disabilities.

Instructional Methods

Group Activities
Guest Speakers
Lecture
Multimedia presentations
If other:
 University Tours
 Transfer Presentations

Work Outside of Class

Work Outside of
Class: Answer questions
Journal (done on a continuing basis throughout the semester)
Observation of or participation in an activity related to course content (such as theatre event, museum, concert, debate, meeting)
Required reading
Study
Written work (such as essay/composition/report/analysis/research)
If Other:

Texts and Materials

A. Up-to-date Representative Textbooks: (Please use the following format: Author, Title, Edition, Publisher, Year. If you wish to list a text that is more than 5 years old, please annotate it as a “discipline standard”.)

None.

B. Alternative Textbooks: (Please use the following format: Author, Title, Edition, Publisher, Year. If you wish to list a text that is more than 5 years old, please annotate it as a “discipline standard”.)

None.

C. Required Supplementary Readings

Students will access information from various sources, such as: the Internet, university transfer publications, university catalogs, El Camino College Catalog and Schedule of Classes, resources in the Transfer Center, and articles and supplementary materials provided by the instructor.

D. Other Required Materials

Conditions of Enrollment

- A. Requisites (Course Prerequisites and Corequisites) Skills needed without which a student would be highly unlikely to succeed.**

Requisite:

Category:

Requisite course:

Requisite and Matching skill(s):

Bold the requisite skill. List the corresponding course objective under each skill(s).

- B. Requisite: (Non-Course Prerequisite and Corequisites) Skills needed without which a student would be highly unlikely to succeed.**

Requisite:

Requisite and Matching skill(s): Bold the requisite skill. List the corresponding course objective under each skill(s). if applicable

- C. Recommended Preparations (Course) (Skills with which a student's ability to succeed will be strongly enhanced.)**

Requisite course: English 1 or ESL 52B AND ESL 53C

Requisite and Matching skill(s): Bold the requisite skill. List the corresponding course objective under each skill(s).

Employ strategies to interpret college-level reading related to cognitive, psychological, social and physical factors influencing success in college and in life.

ESL 52B - Apply basic reading skills such as skimming, scanning, reading for comprehension, and critical reading in academic, personal, and professional situations.

ENGL 1 -Select and employ reading strategies to interpret the content of a college-level textbook, with special focus on constructing a thesis statement and providing valid support.

Apply critical thinking skills and appropriate strategies in the writing process in order to compose, revise and edit journals, written homework, essay exams and papers.

ENGL 1 - Read and apply critical thinking skills to college-level expository prose for the purposes of writing and discussion.

ESL 53C - Apply critical thinking skills to college-level expository prose for the purpose of writing and discussion.

D. Recommended Preparation (Non-Course) (Skills with which a student's ability to succeed will be strongly enhanced.)

Requisite:

Requisite and Matching skill(s): Bold the requisite skill. List the corresponding course objective under each skill(s). if applicable

E. Enrollment Limitations

Limitations and Category:

Enrollment Limitations Impact:

Course Created by: Kristie Daniel-DiGregorio and Juli Soden

Date: 11/10/2020

Board Approval Date: 01/19/2021

Last Board Approval Date:

Last Reviewed and/or Revised by:

Date: