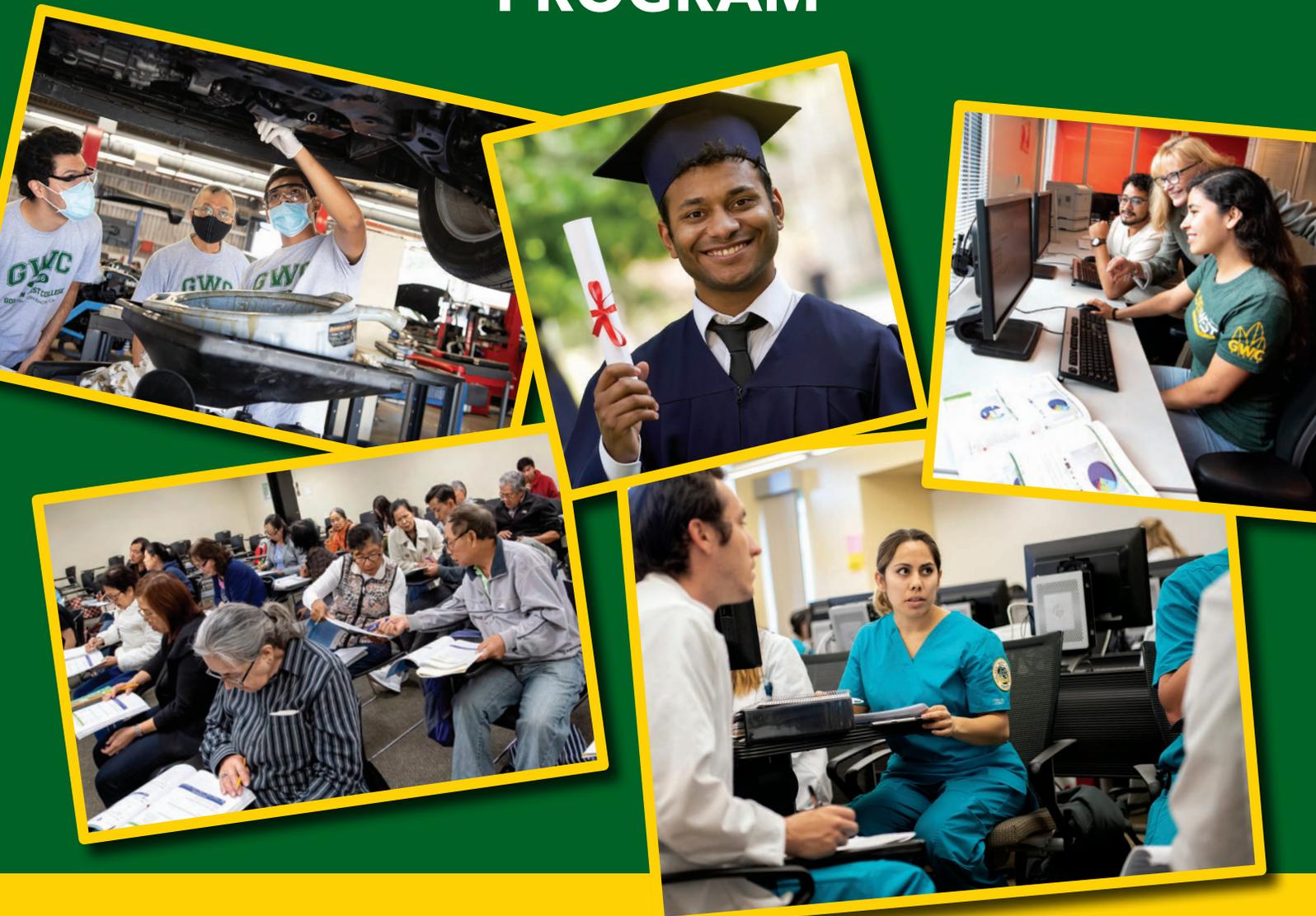


FREE CLASSES
AND CAREER TRAINING FOR ADULTS

GOLDEN WEST COLLEGE

NONCREDIT - ADULT EDUCATION PROGRAM



FALL of 2024

COURSE SCHEDULE CATALOG

In-person & Online Classes

Fall Term Date: August 26 to December 14, 2024

www.goldenwestcollege.edu/noncredit



**SCAN THIS
QR CODE
TO ENROLL!**

WELCOME

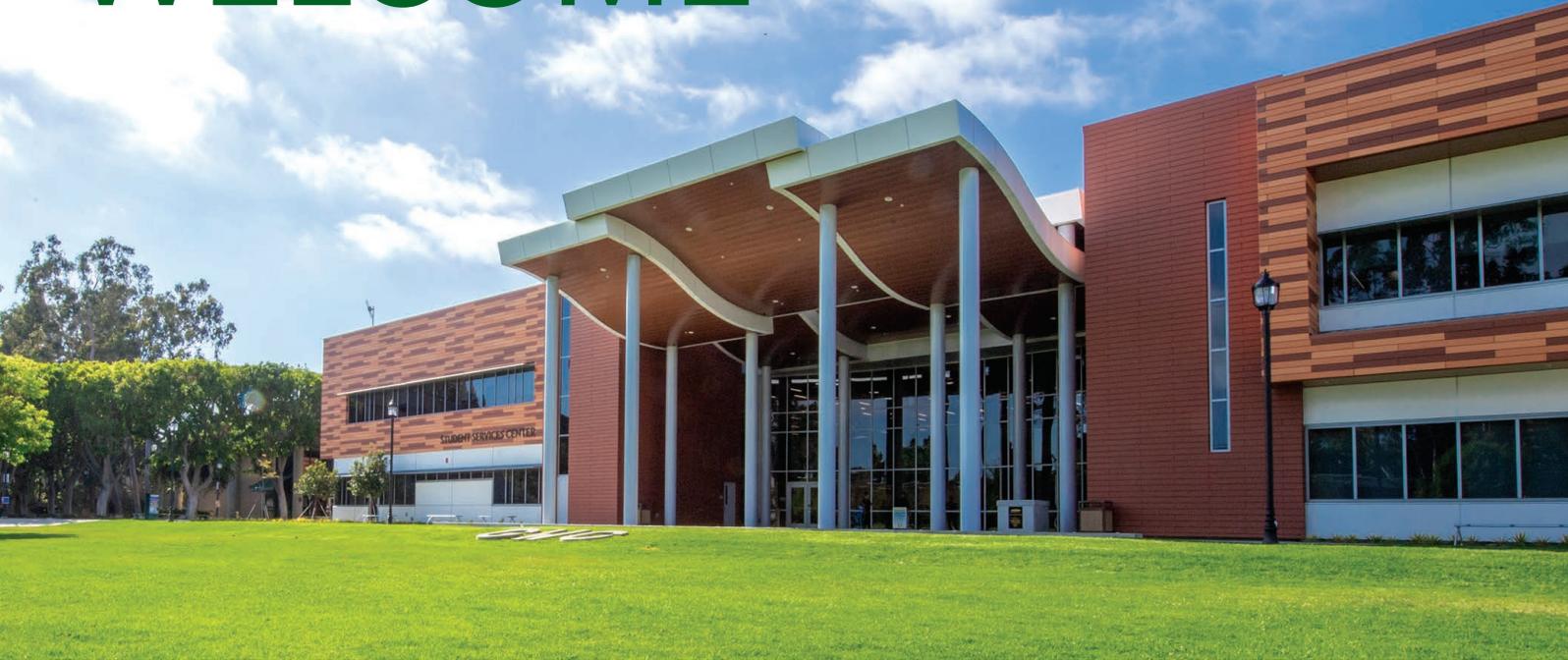


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ABOUT THIS CATALOG

Every effort has been made to assure the accuracy of the information in this schedule. Students are advised, however, that such information is subject to change without notice and the Board of Trustees of the Coast Community College District, the Chancellor of the Coast Community College District, and the President of Golden West College reserve the right to add, amend, or repeal rules, resolutions, or policies within the administration area of such officers. In addition, some courses are not offered every semester or every year.

If you need information in an alternate format, please contact the Disabled Students Programs and Services at (714) 895-8721 (voice) or (714) 895-8350 (TDD).

MISSION

Golden West College provides an intellectually and culturally stimulating learning environment for its diverse student population. The College provides enriching and innovative programs that help students: transfer to four-year institutions, earn associate degrees, complete certificates in career and technical education, advance their careers, and demonstrate college readiness. The College is committed to continuous assessment and improvement of student learning and institutional effectiveness.

VISION

GWC welcomes you. Be inspired.
Be empowered. Be transformed.

VALUES

Our values are the ideals that guide us in our commitment to student learning and to the vitality of our community.

- Welcoming Campus Environment
- Access, Equity, and Inclusiveness
- Excellence in Teaching and Learning
- Innovation and Technology
- Leadership Guided by Collaboration
- Stewardship and Sustainability



CAMPUS LOCATION

GOLDEN WEST COLLEGE

15744 Goldenwest Street, Huntington Beach, CA 92647

www.goldenwestcollege.edu/noncredit



**NONCREDIT -
ADULT EDUCATION
PROGRAM
CAMPUS LOCATION:
Business Building,
Room 109**



IMPORTANT HOLIDAYS

- Labor Day – Monday, September 2, 2024
- Veterans' Day – Monday, November 11, 2024
- Thanksgiving Holiday – Thursday, November 28, 2024 and Friday, November 29, 2024
- Winter Holiday – Thursday, December 19, 2024 – Wednesday, January 1, 2025



REGISTRATION



NEW TO GOLDEN WEST COLLEGE?

Apply to Golden West College: (For New Students Only)

1. **Create a CCCApply Account with this link:** Application for Admission to College (opencccapply.net)
 - Write down your CCCApply Username and Password
 - Receive account creation confirmation email from CCCApply

CCCID#	
Password:	
Confirmation#	

2. **Register for the correct semester**
 - Start the application for GWC Fall 2024
 - Submit the application! Please write down your CCCID and confirmation
3. **Check your GWC Welcome Email for Student ID and Username**
 - Within a week, you will receive an email from GWC with your student ID number and your login information.
 - Save this email for future reference!

MyGWC email address:	
1 st time log-in password:	
New password:	

Register for classes!

- Log in to MyGWC from Golden West College website
- Watch this video on how to register for your classes (<https://youtu.be/xLVtmtBeXR4>)
- Print your class schedule on your "Registration" tab under "Student Class Program."

Purchase your parking permit if needed!

To purchase your student parking permit, please access the Coast Community College District Parking Portal by following this link: Coast Community College District Parking Portal (t2hosted.com). To complete the purchase, ensure you know your MyGWC login credentials. Additionally, you must enter your vehicle's license plate information during the permit purchase process.

PARKING PERMIT

Parking permits are required for students or visitors at Golden West College during the Fall 2024 semesters. Golden West College is a pay-to-park site, all vehicles utilizing parking lots are required to display a valid permit at all times. Permits may be purchased per semester online or by day from the dispensers located in each lot. Citations are issued for violations of the campus parking rules and regulations.

YOUR STUDENT ID CARD IS A FREE OCTA BUS PASS!

- Once you are registered for classes you are eligible to receive the OCTA Bus Passes free.
- Get your free pass by downloading the OC Bus App to your mobile smartphone. Use your GWC email to register.



ORIENTATION INFO

FALL SEMESTER NEW STUDENT ORIENTATIONS!

If you are interested in taking these noncredit classes at Golden West College, we will be holding orientations on **August 7 at 10:00 AM** to help you enroll! Orientation will have campus tours, meeting your instructors, and step by step CCCApply instructions! RSVP by calling or texting (714) 684-1809 or scanning this QR code!

**SCAN
NOW TO
RESERVE
YOUR SPACE!**



Nếu bạn muốn tham gia các lớp học không tín chỉ tại trường Golden West College, chúng tôi có tổ chức Buổi hướng dẫn sinh viên mới vào ngày 7 tháng 8 lúc 10:00 sáng để ghi danh! Buổi hướng dẫn sẽ có chuyến tham quan khuôn viên trường, gặp gỡ với giáo viên và hướng dẫn cách điền đơn nhập học. Vui lòng phản hồi bằng cách gọi điện hay nhắn tin vào số (714) 684-1809 hoặc quét mã QR sau.

Si está interesado en tomar estas clases sin crédito en Golden West College, tendremos orientación el 7 de Agosto a las 10:00 a.m. para ayudarle a inscribirse. En la orientación haremos un recorrido por el colegio, conocerá a sus profesores y tendrá ayuda paso a paso para hacer la aplicación para el colegio! Confirme su asistencia llamando o enviando un mensaje de texto (714) 684-1809 o escanee este código QR.

NONCREDIT - ADULT EDUCATION PROGRAM INFORMATION

Noncredit classes are FREE. There is no unit charge for noncredit classes.

Students can earn special certificates by enrolling in Noncredit – Adult Education programs. Noncredit – Adult Education courses are tuition-free. However, students are expected to purchase textbooks and supplies. Students can enroll in multiple classes also can meet with a counselor to develop a Student Educational Plan.

Golden West College's noncredit courses are designed for students who wish to advance their educational and career goals. Noncredit courses are offered on-campus, off-campus, and online. They provide students with lifelong learning, college transfer, and career preparation opportunities. All noncredit courses are FREE, with no proof of residency needed. The classes are highly accessible and repeatable with no prerequisite courses. Most importantly, the courses serve as a critical "open access" entry point for students of diverse backgrounds and those seeking self-improvement, increased literacy, and job skills.



REGISTRATION

Registration is based on a first-come basis and continues until the classes reach full capacity. Waitlists are started for full classes. The Noncredit – Adult Education Programs department reserves the right to cancel a class if student enrollment falls below the minimum limits.

ATTENDANCE

Attending every class meeting is essential for all students! Student attendance directly impacts how the Noncredit – Adult Education Programs department receives state funding. Students who miss the first day of class may be dropped from the course. Students expected to attend class on time and stay for the entire session. Persistence and consistent attendance help students achieve their goals.

CANVAS INFORMATION - MYGWC PORTAL

Canvas is a Learning Management System where your courses are hosted. Your instructors will post your course information in Canvas such as Announcements, Assignments, etc. To access your Canvas courses, log on to MyGWC Portal.



ENGLISH LANGUAGE

LEARNING CLASSES & CITIZENSHIP PREPARATION

ENGLISH LANGUAGE LEARNING (ELL)

Non-native English language learners will develop English skills essential for daily communication. Its focus on language, culture, and life skills will help students achieve personal, career, and academic goals. The English Language Learning program further develops the student's oral fluency, reading, and writing. It also prepares students for English as a Second Language (ESL) academic credit courses.

ENGLISH FOR COMMUNICATION COURSES:

CRN	DAYS	TIMES	START/END DATES
ELL G010N – English for Communication Level 1			
21762	Tue. & Thur.	6:00 PM – 8:05 PM	08/26/24 - 12/14/24
22345	Mon. & Wed.	8:50 AM – 11:00 AM	08/26/24 - 12/14/24
ELL G020N – English for Communication Level 2			
22622	Mon. & Wed.	8:50 AM – 10:55 AM	08/26/24 - 12/14/24
22623	Tue. & Thur.	6:00 PM – 8:05 PM	08/26/24 - 12/14/24
24052	Friday	8:30 AM – 1:00 PM	08/26/24 - 12/14/24
ELL G030N – English for Communication Level 3			
24053*	Friday	8:50 AM – 1:20 PM	08/26/24 - 12/14/24
21754	Mon. & Wed.	8:50 AM – 10:55 AM	08/26/24 - 12/14/24
21755	Tue. & Thur.	6:00 PM – 8:05 PM	08/26/24 - 12/14/24

*Live Online classes

GRAMMAR FOR FLUENCY COURSES:

ELL G015N – Grammar for Fluency Level 1			
22349	Tue.	8:50 AM – 10:55 AM	08/26/24 - 12/14/24
ELL G025N – Grammar for Fluency Level 2			
22624	Mon.	6:00 PM – 8:20 PM	08/26/24 - 12/14/24
22625	Tue.	8:50 AM – 10:55 AM	08/26/24 - 12/14/24
ELL G035N – Grammar for Fluency Level 3			
23530	Tue.	8:50 AM – 10:55 AM	08/26/24 - 12/14/24
21756	Mon.	6:00 PM – 8:20 PM	08/26/24 - 12/14/24



CONVERSATION COURSES:

CRN	DAYS	TIMES	START/END DATES
ELL G016N – Conversation & Pronunciation 1			
22621	Thur.	8:50 AM – 11:00 AM	08/26/24 - 12/14/24
ELL G026N – Conversation & Pronunciation 2			
21753	Thur.	8:50 AM – 10:55 AM	08/26/24 - 12/14/24
22626	Wed.	6:00 PM – 8:05 PM	08/26/24 - 12/14/24
ELL G036N – Conversation & Pronunciation 3			
22697	Wed.	6:00 PM – 8:05 PM	08/26/24 - 12/14/24
23509	Thur.	8:50 AM – 11:00 AM	08/26/24 - 12/14/24

INTRODUCTION TO ACADEMIC ENGLISH FOR MULTILINGUAL STUDENTS:

ELL G040N – Intro Academic Writing			
23510	Tue. & Thur.	10:35 AM – 12:40 PM	08/26/24 - 12/14/24
ELL G041N – Intro Academic Listening & Speaking			
23512	Tue. & Thur.	8:50 AM – 10:20 AM	08/26/24 - 12/14/24



CITIZENSHIP PREPARATION PROGRAM

The citizenship preparation program is designed to prepare non-native speakers of English to complete the U.S. citizenship process. Preparation includes reinforcing critical points of the U.S. Citizenship and Immigration Services (USCIS) civics study questions by reviewing basic U.S. history, government, and constitution. Also, students will develop English communicative skills through the practice of interactions and interview techniques to understand and complete the final USCIS interview.

CRN	DAYS	TIMES	START/END DATES
ELL G027N – Reading & Writing for Citizenship			
22219	Mon. & Wed.	11:10 AM – 12:40 PM	08/26/24 - 12/14/24
ELL G028N – Listening & Speaking for Citizenship			
22220	Mon. & Wed.	12:50 PM – 2:20 PM	08/26/24 - 12/14/24



HIGH SCHOOL EQUIVALENCY PROGRAM

GENERAL EDUCATIONAL DEVELOPMENT (GED®)

YOU CAN PREPARE FOR GED CREDENTIALS WITH IN-PERSON AND VIRTUAL OPTIONS!

Golden West College is now offering fall registration for GED® classes. Students can enroll in **HyFlex** classes, which means students have the option to join in-person or live online preparation courses for the GED® test subjects. The flexible class options are designed to help students attain high school equivalency credentials while maintaining work and personal commitments.

This GED® test preparation program prepares students to succeed on the GED® exams. Students will prepare for the GED® exam in all four areas: Social Studies, Science, Language Arts, and Mathematics. The courses provide pre- and post-testing of each subject content and individualized prescriptive instruction in preparation for the test.

The GED® Test is used in California to award high school equivalency certificates. To schedule the GED® exams, students must register online by visiting www.GED.com or by calling the Pearson VUE call center at 1-877-EXAM-GED (392-6433).

GED® PREPARATION CLASS SCHEDULE:

CRN	DAYS	TIMES	START/END DATES
GED G050N – GED Prep: Social Studies			
23585*	Friday	8:30 AM – 11:20 AM	08/26/24 - 12/14/24
*Live Online classes			
GED G060N – GED Prep: Mathematical Reason			
22221	Tue. & Thur.	6:10 PM – 8:00 PM	08/26/24 - 12/14/24
23586*	Tue. & Thur.	6:10 PM – 8:00 PM	08/26/24 - 12/14/24
*Live Online classes			
GED G070N – GED Prep: Science			
23587*	Friday	11:30 AM – 2:20 PM	08/26/24 - 12/14/24
*Live Online classes			
GED G080N – GED Prep: Reasoning Language			
22222	Mon. & Wed.	6:10 PM – 8:15 PM	08/26/24 - 12/14/24
23588*	Mon. & Wed.	6:10 PM – 8:15 PM	08/26/24 - 12/14/24
*Live Online classes			

ATTENTION STUDENTS:

GED G060N & G080N has two course numbers and meets together at the same time. For each class meeting, you may choose to attend in-person on campus or live online via Zoom.



ADULT DUAL ENROLLMENT PROGRAM

Earn college credits for FREE while attending Adult School!

GWC offers accessible and convenient courses to support adult learners in achieving their educational and vocational goals. Whether you are pursuing your high school diploma, enrolled in a High School Equivalency Program at an adult school, or participating in Golden West College's GED program, you are eligible to participate in the Adult Education Dual Enrollment Program. Upon acceptance into the program, students can enroll in up to 11 units of college-credit classes without any cost! All tuition fees will be waived.

GETTING STARTED:

- Step 1:** Schedule an appointment to meet with a counselor.
- Step 2:** Submit your GWC College Application.
- Step 3:** Create a Student Educational Plan with a counselor.
- Step 4:** Register for classes from MyGWC Portal.
- Step 5:** Enjoy the benefits of attending credit classes for FREE!



CAREER & TECHNICAL EDUCATION PROGRAM



AUTOMOTIVE SAFETY

This course covers general safety guidelines for the automotive industry. Students will learn about Personal Protection Equipment (PPE), how to safely use and maintain automotive tools, vehicle hoists, and other equipment used in the industry. In addition, students will take the S/P2 (Safety and Pollution Prevention) safety test which outlines proper procedures for hazardous waste handling and disposal.

CRN	DAYS	TIMES	START/END DATES
AUTO G002N – Automotive Safety			
23100	Mon. & Wed.	6:00 PM – 8:50 PM	08/26/24 - 9/13/24

AUTOMOTIVE LUBE TECHNICIAN

The Automotive Lube Technician course covers fundamental theories and skills required to enter the automotive workforce as an Automotive Lube Technician. Upon completion, students will learn basic automotive safety, become proficient in using published and online vehicle service information platforms, and perform vehicle service procedures outlined by periodic maintenance schedules.

CRN	DAYS	TIMES	START/END DATES
AUTO G003N – Automotive Lube Tech			
23101	Mon. & Wed.	6:00 PM – 9:30 PM	9/16/24 - 10/25/24

AUTOMOTIVE TIRE AND WHEEL SERVICE

The Automotive Lube Technician covers the basic theory and skills required to work as a tire technician. Students will learn guidelines for aftermarket wheel and tire replacement, as well as the safe use of equipment for repairing and replacing tires on most light trucks and passenger vehicles.

CRN	DAYS	TIMES	START/END DATES
AUTO G004N – Automotive Tire and Wheel			
23536	Mon. & Wed.	6:00 PM – 9:55 PM	10/28/24 - 12/07/24

BASIC CLEAN AIR CARE

This noncredit course is the first in a series of courses required by the Bureau of Automotive Repair (BAR) to obtain an Advanced Emissions Specialist license. The course will cover rules and regulations, history of the California Smog Check Program, a study of five-gas analysis, oxygen sensors, an overview of all emission control devices offered in California since 1975, and an introduction to second generation onboard diagnostic system (OBD II). The theory in this course is reinforced with hands-on skill practice.

CRN	DAYS	TIMES	START/END DATES
AUTO G045N – Basic Clean Air Care			
24131	Mon., Tues., Wed.	6:00 PM – 8:55 PM	8/26/24 - 10/25/24



CAREER & TECHNICAL EDUCATION PROGRAM

English Language Learners (ELL) are encouraged to explore our short-term Career and Technical Education (CTE) programs. Our supportive instructors and staff are committed to helping students of all language backgrounds succeed. Whether interested in Automotive Technology, Senior Healthcare, Computer Business Applications, or Security Guard certification, we have resources to support your learning journey. Even if you're still developing your English skills, with dedication and effort, you can complete these programs and open doors to new career paths. Remember, improving your vocational skills while enhancing your English can be a powerful combination for future success!

SENIOR HEALTHCARE TECHNICIAN

This noncredit Senior Healthcare Technician program focuses primarily on the elderly population's health and safety, which may include their daily bathing and grooming tasks. The SCT will perform routine vital signs (such as temperature, pulse, and respiration rates), be able to perform basic CPR, assist patients with assisted devices to prevent falls, assist with dressing changes, and support elderly individuals with their medications. This certificate program will allow the graduate to gain employment in assisted living, residential and memory care facilities, etc.

GETTING STARTED:

Step 1: Attend an Information Session.

Scan the provided QR code and select Senior Healthcare Technician if you are interested in attending an information session.



Step 2: Submit GWC College Application & Senior Healthcare Technician Application.

Step 3: Register for classes and remember to complete all three required courses during the same term!

Step 4: Enjoy the benefit of attending FREE classes!

CRN	DAYS	TIMES	START/END DATES
NURS G050N – Introduction to Gerontology			
23422	Sat.	8:30 AM – 1:30 PM	08/26/24 - 09/21/24
NURS G051N – Care of the Elderly Adult			
<i>Corequisite: NURS G052N</i>			
23423	Sat.	8:30 AM – 10:45 AM	09/28/24 - 10/19/24
NURS G052N – Care of Elderly Adult Practicum			
<i>Corequisite: NURS G051N</i>			
23424	Sat.	12:00 PM – 4:50 PM	09/28/24 - 10/19/24
NURS G051N & NURS G052N must be taken concurrently.			
<i>All three classes will be held in person.</i>			



CAREER & TECHNICAL EDUCATION PROGRAM

ACCEPTING SPRING 2025 COHORT APPLICATIONS

CERTIFIED NURSE ASSISTANT

Get a jump start on your healthcare career! Becoming a Certified Nurse Assistant is an excellent way to start a career in the healthcare industry, as it is a foundational step for those interested in pursuing a career in nursing or other healthcare professions.

This 16-week Certified Nurse Assistant program, consisting of 60 theory hours and 100 clinical hours, teaches you the skills and knowledge needed to work with residents/patients in various healthcare settings and prepares you for the California Competency Evaluation Exam to receive a CNA license issued by the California Department of Public Health.

The next cohort is in Spring 2025! The program is tuition-free, but there will be some out-of-pocket expenses, such as physical exams, screenings, and other required materials.

IMPORTANT TIMELINE:

- **Fall 2024:** Application and preparation process begins
- **Spring 2025:** Next cohort starts

While classes begin in Spring 2025, the application and preparation process starts in Fall 2024. We encourage interested students to begin the process early, as there are several steps to complete before the program starts.

Call or Text (714) 684-1809 or email us at noncredit@gwc.cccd.edu



CAREER & TECHNICAL EDUCATION PROGRAM



COMPUTER LITERACY - BUSINESS APPLICATION PROGRAM

INTRODUCTION TO COMPUTERS AND WINDOWS

This noncredit course provides students an introduction to computer hardware and software fundamentals of a computer system. In addition, terminology, file management and basic Windows features will be taught. Prior computer experience is not required.

CRN	DAYS	TIMES	START/END DATES
CBA G010N – Introduction to Computers and Windows			
23743	Tues. & Thur.	8:50 AM – 10:25 AM	10/21/24 - 12/14/24

INTRODUCTION TO KEYBOARDING

This noncredit course is designed for individuals who have no formal training in keyboarding. Students are taught keyboarding skills which are essential to learn other computer applications and to perform other essential tasks on a computer. Students will learn the keys on the keyboard by positioning fingers on the correct key, use correct hand positioning as well as seating and posture for efficient keyboarding.

CRN	DAYS	TIMES	START/END DATES
CBA G011N – Introduction to Keyboarding			
23746	Monday	5:30 PM – 8:40 PM	08/26/24 - 10/19/24

MICROSOFT POWERPOINT BASICS

This noncredit course prepares students to create Microsoft PowerPoint presentations by navigating the interface and using basic concepts, structures, and processes. Students will create various presentations. This course is designed for beginners who have some computer experience.

CRN	DAYS	TIMES	START/END DATES
CBA G013N – Microsoft Word Basics			
23971	Tues. & Thur.	11:10 AM – 12:20 PM	10/21/24 - 12/14/24

SECURITY GUARDS CERTIFICATION

This noncredit program is designed for individuals who are seeking to become licensed security guards. Students are trained according to the requirements specified in section 7583.6(b) of the California Business and Professions Code. Students will learn arrest laws, roles and responsibilities of security guards, de-escalation tactics, civil and criminal liability issues, terrorism awareness, and information sharing responsibilities. Successful completion of this course allows students to register as security guards and take the Powers of Arrest test required for certification as a guard. **Students must be at least 18 years of age to enroll and must co-enroll in both classes to earn a certificate.**

CRN	DAYS	TIMES	START/END DATES
CJ G010N – Role of a Security Guard			
<i>Corequisite: CJ G011N</i>			
23693	Sat.	8:00 AM – 5:00 PM	08/31/24 - 08/31/24
CJ G011N – Security Guard Supplemental			
<i>Corequisite: CJ G010N</i>			
23694	Sat.	8:00 AM – 5:00 PM	09/07/24 - 09/28/24





**GOLDEN WEST COLLEGE
NONCREDIT -
ADULT EDUCATION PROGRAM**

15744 Goldenwest Street,
Huntington Beach, CA 92647
Room: Business 109

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**BE INSPIRED BE EMPOWERED
BE TRANSFORMED**



**WE ARE HERE FOR YOU!
CHÚNG TÔI NÓI TIẾNG VIỆT HABLAMOS ESPAÑOL**

BENEFITS OF TAKING GWC NONCREDIT CLASSES:

1. All noncredit classes are FREE at Golden West College – no financial aid needed!
2. Adult Dual Enrollment covers GED Prep and 11 units of credit classes – all for free!
3. Flexibility with "Hyflex" classes – choose in-person or online, even switch between them!
4. Gain workforce-ready skills in Senior Healthcare, Automotive Tech, Computer Digital Skills and Security Guard programs in under half a semester.
5. Learn English with our comprehensive program, aiding your transition to academic English for credit classes.

FOLLOW US ON FACEBOOK! www.facebook.com/groups/gwcell

