

## Counseling Services

### Counseling Services & Educational Planning

Appointments to see counselors may be made in person at the Counseling Center, or by calling (650) 949-7423. Appointments at the Middlefield Campus can be made in Room J1, or call (650) 949-6959. The counseling staff is also available to students on a drop-in basis.

The Counseling Center is located in Room 8305A and is open Monday–Thursday, 7:30 a.m.–7 p.m.; and Friday, 9 a.m.–3 p.m., during Fall, Winter and Spring quarters. Summer Session hours vary. Middlefield Counseling is in The HUB, Room I-4B.

### By-Appointment Educational Counseling & Advising

Appointment services include program planning; major exploration; transcript evaluation; applications for certificates and degrees; transfer requirements; transfer admissions guarantee (TAG); petitions to academic council; and study skills courses.

### By-Appointment Career Counseling

Appointment services include one-to-one career counseling, assessment test interpretation and exploration of career goals based on assessments (personality, interest, skill satisfaction and values).

Call:  
(650) 949-7423

Come In:  
Counseling Center, Room 8300

### Access Articulation Information

Course requirements for UCs, CSUs and private schools are available from the Counseling Center. This information is also available on the Internet. Access [www.assist.org](http://www.assist.org) for online articulation resources.

### Personal Counseling

Self-awareness; interpersonal communication; stress management; relationship counseling; clarification and exploration of problem areas; and referral to off-campus resources are offered. This service is not available during Summer Session.

Call:  
(650) 949-7910

### Placement Test Information

**English & Mathematics—Students entering Foothill College are placed in English and math classes by completing placement tests offered by the college. There is no charge for testing.**

**Chemistry—Students who want to enroll in the CHEM 1A course must have a qualifying score on the Foothill College chemistry and mathematics placement tests. There is no charge for testing.**

For testing times, call (650) 949-7650 or look online at [www.foothill.edu/reg/testinginfo.html](http://www.foothill.edu/reg/testinginfo.html).

## Terms to Know

**Academic Council—**The committee that is responsible for enforcement, interpretation and waiver of academic regulations.

**Accredited**—A college or program that is officially recognized by a professional association as maintaining certain standards. Accredited programs qualify graduates for admission to higher, or more specialized programs and/or professional practice. Foothill College is accredited by the Accrediting Commission for Community & Junior Colleges of the Western Association of Schools & Colleges. This organization is recognized by the Council on Postsecondary Accreditation and U.S. Department of Education.

Foothill is also accredited by the American Dental Association Council of Dental Education, American Medical Association Council of Medical Education and Federal Aviation Administration.

**Articulation**—A connecting agreement between two or more schools. Articulation agreements between Foothill College and other schools list courses that meet requirements and are transferable.

**Associate Degree, AA, AS**—The degree awarded by a community college upon satisfactory completion of an organized program. Usually requires at least two years of full-time study and completion of 90 units of prescribed courses.

**Award Letter**—The letter the student receives to inform him/her of eligible financial aid.

**Bachelor's Degree, BA, BS**—The degree awarded by a four-year college or university after satisfactory completion of an organized program. Usually requires at least four years of full-time study.

**BOG**—Board of Governors Fee Waiver allows student fees to be paid by the state. Offered to California residents who meet eligibility criteria.

**Career Certificate**—Courses in a certificate program lead to career preparation; consult the official curriculum sheet for unit requirements.

**Career Major**—A major primarily intended to prepare students for immediate employment upon completion of study at the community college. Consult with a counselor for program outline.

**Certificate**—A document indicating that you have satisfactorily completed major courses in a program, but not general education courses. A certificate is not a degree.

**Community College**—A college that offers lower-division college credit, and awards associate degrees and career skills-related certificates.

**Course Catalog**—The Course Catalog is your key to a successful Foothill College experience. The catalog contains a wealth of information about courses, campus resources, student services, program descriptions, degree requirements, and college policies and procedures. Use the catalog to:

- Plan your educational program;
- Review Foothill College policies and procedures;
- Learn about courses and degree requirements; and
- Find important dates, phone numbers and locations.

The Foothill College Course Catalog is \$4, and is available for purchase in the Campus Bookstore and online at [books.fhda.edu](http://books.fhda.edu).

**Credit**—Certification of the successful completion of a course, usually expressed in units of coursework.

**Credit/No Credit**—A policy of granting credit, but no grade, for satisfactory completion of a specific course.

**FAFSA**—Free Application for Federal Student Aid—the application to apply for financial aid, located online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Foothill College's school code is 001199.

**Freshman**—Until you have completed 45 transferable units, you are considered a college freshman.

**Full-Time Status**—You are enrolled in a minimum of 12 units.

**General Education Requirements**—A specific group of courses required of all students enrolled in college, regardless of major, who are working toward a degree. Also called breadth requirements. Consult the Course Catalog for general education requirements for the associate degree.

**Lab**—A time period during which you perform experiments or activities to help you understand and learn material related to a course.

**Lecture**—A course meeting whose primary function is the dissemination of information by or under the direction of an instructor.

**Lower Division**—Refers to students or courses at the freshman- and sophomore-level of college.

**Major**—A group or series of courses designed to provide intensive education or training in a specialized area.

**Matriculation**—The process of helping you identify, plan and complete your educational goals.

**Part-Time Status**—You are enrolled in 11 or fewer units.

**Placement Testing**—The process of gathering information about the individual student, reflecting the student's academic strengths and areas for improvement.

**Prerequisite**—A requirement that must be met before you can enroll in a particular course. Usually placement test score, a prior course, or previously demonstrated knowledge.

**Quarter System**—One-third of the academic year. At Foothill College, the Fall Quarter begins in September; Winter Quarter begins in January; and the Spring Quarter begins in late March or early April.

**Registration**—The official process of enrolling in courses. You must repeat this process each quarter.

**Schedule of Classes**—The Schedule of Classes is designed to help you register for classes. It includes placement test dates; registration instructions; payment and refund instructions; academic calendar, course dates and times; and instructions for adding and dropping courses. The schedule is available online at [www.foothill.edu](http://www.foothill.edu) and is mailed to all residences in the college's service area.

**Skill Certificate**—Courses in this certificate program lead to an occupationally relevant set of skills; consult the official curriculum sheet for unit requirements.

**Sophomore**—After you have completed 45 transferable units, you are considered a college sophomore.

**Transcript**—The list of college courses showing the units attempted, units completed, grades and grade point averages. A transcript from Foothill will only show Foothill courses.

**Transfer**—Changing enrollment from one college to another while maintaining credit for coursework already completed.

**Transfer Major**—A major intended for students planning to transfer to a four-year school where the major will be completed. May be different from your Foothill major. Consult with a counselor for required courses and articulation agreement.

**Unit**—A number that indicates the amount of college credit given to a course. A minimum of 90 units are required for the associate degree.

**Upper Division**—Refers to students or courses at the junior- and senior-level of college.

## Education Model

The Education Model at right indicates degrees that can be earned by completing coursework at California's public colleges and universities. Degrees that can be earned at private schools may differ.

UC = University of California System, e.g., UC Berkeley, Davis, Santa Cruz  
CSU = California State University System, e.g., San Jose State, San Francisco State, CSU East Bay  
A.A./A.S. = Associate in Arts/Associate in Science  
B.A./B.S. = Bachelor of Arts/Bachelor of Science  
M.A./M.S. = Master of Arts/Master of Science  
M.D. = Doctor of Medicine  
Ed.D. = Doctor of Education  
Ph.D. = Doctor of Philosophy

Whether your educational goal is a certificate, an associate degree or higher, the key to success is careful planning. Foothill counselors will help you develop an Individual Educational Plan so that you can meet your goal. In completing this plan, you will select general education, major and elective classes to

meet degree requirements  
for graduation or transfer  
requirements that will make  
your transition to the next  
level a smooth one.

## Foothill College Degree & Certificate Programs

### Associate in Arts Degree

Accounting

Adaptive Fitness

American Studies

Anthropology

Art

- General
- History
- Studio

Business Administration

Business International Studies

Child Development

Chinese

Communication Studies

Creative Writing

Economics

English

French

General Studies

- Humanities
- Social Science

Geography

Graphic & Interactive Design

History

Individual Studies: Transfer Program

Japanese

Law & Society (Pre-Law)

Linguistics

Music

Music Technology

Philosophy

Photography

Physical Education

Political Science

Psychology

Radio Broadcasting

Real Estate

Sociology

Spanish

Special Education

Theatre Arts

Theatre Technology

Travel Careers

Video Arts

- Media Studies
- Production

Women's Studies

### Associate in Science Degree

Athletic Injury Care

Bioinformatics

Biological Sciences  
Biotechnology  
Business Technology

- Help Desk/Tech Support
- Office Administration

Chemistry  
Computer Science  
Computer Software Development  
Database Management  
Dental Assisting  
Dental Hygiene  
Engineering  
Enterprise Networking  
Environmental Horticultural & Design  
General Electrician  
General Studies

- Science

Individual Studies: Transfer Program  
Informatics  
Interactive & Multimedia Technologies  
Internet Technology  
Mathematics  
Nanoscience  
Paramedic  
Pharmacy Technology  
Physics  
Primary Care Associate  
Radiologic Technology  
Respiratory Therapy  
Veterinary Technology  
Viticulture & Enology

### University Transfer Preparation Majors

Accounting  
Advertising  
American Studies  
Anthropology  
Art  
Astronomy  
Biological Sciences

- Pre-Dentistry
- Pre-Medicine
- Pre-Pharmacy
- Pre-Veterinary

Business Administration  
Business International Studies  
Chemistry  
Child Development  
Chinese  
Communication Studies  
Computer Science  
Creative Writing  
Database Management  
Earth & Planetary Sciences  
Economics  
Engineering  
English

Environmental Horticulture & Design

Environmental Science

French

General Studies

Geography

German

Graphic & Interactive Design

- Interactive Media

- Motion Design

- Video Design

- Printmaking

- Book Arts

- Illustration

- Art Media

History

Individual Studies: Transfer Program

Informatics

Internet Technology

Japanese

Linguistics

Mathematics

Meteorology

Music

Philosophy

Photography

Physical Education

Physics

Political Science

Pre-Law

Psychology

Radio Broadcasting

Social Welfare

Sociology

Spanish

Special Education

Theatre Arts

Video Arts

Women's Studies

## Professional & Technical

### Career Certificates

Accounting

Adaptive Fitness Paraprofessional

Anthropology

Art

Bioinformatics

Biotechnology

Business Administration

Business International Studies

Business Technology

California Tax Education Council (CTEC)

Child Development

Chinese

Cisco CCNA Academy

Cisco CCNP Academy

Communication Studies

Computer Science

Computer Software Development