

67 Counseling Techniques for the Chemically Addicted (3) CSU

Prerequisite: Psychology 64.

This course emphasizes counseling techniques for the chemically addicted. Major elements include ethics and confidentiality, interview and assessment techniques, observation and listening skills, dual diagnosis, crisis intervention, and documentation processes.

68 Biopsychology of Chemical Dependency: Drugs, Behavior, and Health (3) CSU

Prerequisite: Psychology 64.

This course offers comprehensive instruction on the pharmacological and behavioral effects of all major categories of both legal and illegal psychoactive substances, including an overview of contemporary and historical drug regulation and abuse, and a detailed review of the nervous system.

74 Research Methods in the Behavioral Sciences (3) UC:CSU

Prerequisite: Math 227.

An introduction to basic research concepts, designs, and statistical techniques used in the behavioral and social sciences. Knowledge of descriptive and inferential statistics and its application to data is applied for both non-experimental and experimental studies. Understanding of ethics in research for animals and humans is addressed. Critiquing of current published research articles and disseminating of experimental and non-experimental research is discussed. Researching published articles through the use of personal computers is demonstrated. Report writing of APA style manuscripts and presentation of a group project from data collected are required.

84 Fieldwork I, Alcohol/Drug Studies (3) CSU

Prerequisites: Psychology 43, 64, 65 and 67.

This is the first of two required internship classes in the Alcohol/Drug Studies program. It provides observation and interaction opportunities with clients and counselors at provider clinics. This course satisfies half of the fieldwork hours required by CAADE. Note: Students must provide their own transportation to clinic sites.

85 Fieldwork II, Alcohol/Drug Studies (3) CSU

Prerequisite: Psychology 84.

This is the second of two required internship classes in the Alcohol/Drug Studies program. It provides observation and interaction opportunities with clients and counselors at provider clinics. This course satisfies half of the fieldwork hours required by CAADE. Note: Students must provide their own transportation to clinic sites.

REAL ESTATE

1 Real Estate Principles (3) CSU

This beginning course in real estate fundamentals is required for the real estate salesperson's license, and is highly recommended as a foundation course in real estate. Real estate economics, terminology and definitions, real estate law, ownership rights, real estate investment and career opportunities, as well as other subjects vital to a basic understanding of real estate are covered. Note: This course is required for a real estate salesperson's license; elective for the California Broker's license.

3 Real Estate Practice (3) CSU

This course covers the day-to-day activities of the real estate brokerage business from the viewpoint of both the owner and the sales staff. It gives practical training in such topics as: time management, human relations, client psychology, financing, leasing, appraising and property management. Note: This course is required for those seeking the California Broker's license.

4 Real Estate Office Administration (3) CSU

Topics presented in this course include management, leadership, communications, staffing, real estate market analysis, finance, and other topics pertinent to the successful operation of a real estate office. Note: This course may be used as an elective toward the California salesperson's license.

5 Legal Aspects of Real Estate I (3) CSU

This course covers in detail the principles of property ownership and management, with special emphasis on the law as it applies to community property, conveyances, deeds, trust deeds, leases, brokerage activities, liens, homesteads, wills, estates and taxes. NOTE: This course is required for the California Broker's license; elective for a real estate salesperson's license.

7 Real Estate Finance I (3) CSU

Forms and sources of financing property, construction and permanent financing are studied. The procedures for FHA, Cal Vet and VA financing, mortgage capital from savings and loan associations, commercial banks, insurance companies and other sources, junior mortgages, appraising for mortgages, loan ratios and leaseholds are also covered.

9 Real Estate Appraisal I (3) CSU

This course emphasizes the theory, principles and methods used in the valuation of various types of properties. Cost, market and income approaches are examined in great detail. Land and building residual techniques are also presented. An appraisal report on a single-family residence is usually required.

COURSE DESCRIPTION

10 Real Estate Appraisal II (3) CSU

Prerequisite: Real Estate 9.

This advanced appraisal course features a brief review of the theory, principles and methods used in the valuation of residential, commercial and industrial properties. It also features case study problems illustrating the use of the three approaches to value, and a thorough analysis of the components utilized by the income approach. This course emphasizes the valuation of all income producing properties. An appraisal report on an income-producing property is usually required.

11 Escrow Principles (3) CSU

The principles used in opening, processing and closing escrow accounts involving land and title transfers, including the forms and procedures used by escrow departments in banks, title companies, and escrow firms. Sample escrow forms are completed by students.

14 Property Management (3) CSU

This course is designed for real estate brokers, salespeople and owners of income producing properties. Topics covered include the nature and types of property management, organization for management, leases and contracts, rent scheduling, selling of space and techniques of renting, tenant selection and supervision, relations with owners, budgets, purchasing accounts, reports, ethics, and legal and professional relationships.

18 Real Estate Investments I (3) CSU

This is an advanced course in which a thorough analysis is made of the investment factors that determine the evaluation of commercial, industrial and residential projects. The six basic steps in the investment process are covered in detail: search, analysis, negotiation, documentation, contingency removal and property management after purchase.

21 Real Estate Economics (3) CSU

This course covers the fundamentals of economic trends and factors which affect the real estate market. Topics covered include: urban structural relationships, real estate market analysis, problems of subdividing, and the governmental relationship to real estate development. NOTE: This course is required for the California Broker's license; elective for a real estate sales license.

39 Uniform Standards of Professional Appraisal (1)

This course is required for the Appraiser Trainee license and for the Real Estate Appraisal Certificate. Students learn the basic standards of professional appraisal practice and apply them to case studies of practical situations.

40 Residential Report Writing and Case Studies (3)

Required course for the Appraiser Trainee License. This course teaches how to reason and use logic in the writing of a residential appraisal of a one unit property using the 1004MC form report. Students will also be analyzing case studies that deal with more difficult appraisal problems and proposing solutions to those cases.

240 Real Estate Computer Applications (3)

The Real Estate Computer applications course covers computer hardware and software basics that apply to real estate practitioners. This course covers basic skills and then progresses to the more complex tasks such as downloading information and forms and using real estate-specific software for accounting, property management, escrow, and appraisal. The course reviews websites for Department of Real Estate (DRE), California Office of Real Estate Appraisal (OREA), and other real estate websites. This course is an elective for the California Brokers License.

SOCIOLOGY

1 Introduction to Sociology (3) UC:CSU

This course is an overview of what we know (and do not know) about human behavior and human societies. It examines how social life (life in groups, organizations and societies) affects people, and how people affect each other and their societies.

2 American Social Problems (3) UC:CSU

This course deals with the analysis of societal problems in the United States today. It emphasizes problems related to poverty, deviance, criminal justice, group conflict, population, environment and social change.

11 Ethnic & Racial Minorities in the United States (3) UC:CSU

Examines minority/majority relationships in the United States, how these relationships developed historically, and the social, political, and economic forces that maintain or act to change these relationships. Analysis of similarities and differences in ethnic and racial groups' experiences will promote understanding of the forces underlying minority/majority relations.

SPANISH

1 Elementary Spanish I (5) UC:CSU

This is the first term of a two-term sequence in first-year Spanish. Communicative proficiency is the main objective. The four skills of listening, speaking, reading and writing are developed with emphasis on the active use of these skills. Culture is incorporated into the course in textual and visual materials to stimulate interest and reinforce understanding and appreciation of the Spanish-speaking world. Note: Spanish 21 and 22 together are equivalent to Spanish 1. Note: Students must complete 16 hours of lab work for each course.