

Las Positas College
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Course Outline for PCN 25

TRANSITION TO COLLEGE

Effective: Fall 2016

I. CATALOG DESCRIPTION:

PCN 25 — TRANSITION TO COLLEGE — 0.50 units

A survey of practical strategies for academic success focusing on the new student. Examines goal setting, college policies, graduation requirements, campus resources, student's rights and responsibilities, and student educational planning. Designed for first time college students in order to enhance their transition into college and maximize their academic/career technical potential.

0.50 Units Lecture

Grading Methods:

Pass/No Pass

Discipline:

	MIN
Lecture Hours:	9.00
Total Hours:	9.00

II. NUMBER OF TIMES COURSE MAY BE TAKEN FOR CREDIT: 1

III. PREREQUISITE AND/OR ADVISORY SKILLS:

IV. MEASURABLE OBJECTIVES:

Upon completion of this course, the student should be able to:

- A. State education and career goals in general terms;
- B. Utilize appropriate campus resources;
- C. Demonstrate knowledge of transfer and AA/AS graduation requirements;
- D. Follow correct registration procedures;
- E. Utilize handout materials to locate information on student rights and responsibilities;
- F. Organize their course schedule and learn time management skills;
- G. Complete the components of the matriculation process: orientation, assessment, and development of an abbreviated student education plan.
- H. Evaluate assessment results in English and math to select appropriate courses for the abbreviated student education plan.

V. CONTENT:

- A. Educational Planning--Majors
- B. College success and future outcomes
- C. The Las Positas College Catalog--policies, procedures, academic program and course descriptions
- D. Time Management--term, weekly, and daily planning
- E. Registration procedures and use of ClassWEB
- F. Expectations of student in extra curricular activities, i.e., The Associated Students of Las Positas College
- G. Campus resources
- H. Student rights and responsibilities
 - I. Transfer and AA/AS graduation requirements
- J. Overview of online learning and use of BlackBoard
- K. Assessment

VI. METHODS OF INSTRUCTION:

- A. **Lecture** -
- B. **Discussion** -
- C. Practice materials
- D. Group interaction
- E. Class activities

VII. TYPICAL ASSIGNMENTS:

- A. Each student will be assigned to a small group for this exercise. You are to confer with your group members and identify one campus resource to research. The group will present a list of 6 reasons why the resource is important for success at Las Positas College.
- B. Each student will review the class schedule provided and identify 3 courses to enroll for next term. Include reasons as to why you are planning the specific courses you list. Record your selections on an abbreviated Student Education Plan (SEP).
- C. Each student will use a computer to access his/her Class-Web account and register for next term's classes.

VIII. EVALUATION:

A. **Methods**

1. Class Participation
2. Other:
 - a. Class discussion
 - b. Abbreviated SEP
 - c. Student self-evaluation
 - d. Completion of assessment

B. **Frequency**

1. Participation and class activities in every class
2. Completion of assessments
3. Completion of the abbreviated student education plan
4. One student self-evaluation at the end of the semester

IX. TYPICAL TEXTS:

1. Shushan, J. (2014). *A Pocket Guide to College Success* (1 ed.). New York, NY: MacMillan Learning.
2. Current Las Positas College Catalog
3. Las Positas College Schedule of Classes

X. OTHER MATERIALS REQUIRED OF STUDENTS:

- A. Planning Your Schedule Weekly Worksheet.
- B. AA/AS General Education handouts.
- C. CSU GE and IGETC handouts.
- D. English and math course sequence charts.