

# Syllabus for EDUC 220 – Career and College Foundations

## Course Information

Semester & Year: Fall 2021

Course ID & Section #: EDUC 220, E2444

Instructor's name: Aaron Reiher

Day/Time: Correspondence Course (Estimated time commitment: 6 hours per week)

Location: HCCF, Eureka

Number of units: 0 (This is a non-credit course)

## Instructor Contact Information

Phone number: 707-476-4500

Email address: aaron-reiher@redwoods.edu

## Catalog Description

A course providing instruction in the core academic subject areas (Math, Language Arts, Social Sciences, and Science) at the secondary level. The emphasis is on helping students transition successfully to college or a new career. Students may work in a self-paced lab setting where content is individualized and driven by student needs. The focus is on study skills, test-taking strategies, work readiness, and exploration of career and educational pathways.

## Course Student Learning Outcomes

1. Demonstrate proficiency in academic skills at the secondary level based on individualized instructional needs.
2. Demonstrate skills necessary for career and/or college readiness.

## Prerequisites/co-requisites/ recommended preparation

None

## Evaluation & Grading Policy

Students do not receive letter grades in non-credit courses. Any student who participates in the course will receive a grade of "satisfactory."

## Accessibility

College of the Redwoods is committed to making reasonable accommodations for qualified students with disabilities. If you have a disability or believe you might benefit from disability-related services and accommodations, please contact your instructor or [Disability Services and Programs for Students](#) (DSPS). Students may make requests for alternative media by contacting DSPS based on their campus location:

- Eureka: 707-476-4280, student services building, 1<sup>st</sup> floor
- Del Norte: 707-465-2324, main building near library
- Klamath-Trinity: 530-625-4821 Ext 103

If you are taking online classes DSPS will email approved accommodations for distance education classes to your instructor. In the case of face-to-face instruction, please present your written accommodation request to your instructor at least one week before the needed accommodation so that necessary arrangements can be made. Last minute arrangements or post-test adjustments usually cannot be accommodated.

## Student feedback policy

For coursework that is submitted on-time, the instructor will provide feedback within two weeks of the assignment due date through a correspondence feedback form.

## Class participation and Attendance policy

**Participation:** Participation is the key to success in this course. Participation means completing assigned reading and weekly homework assignments.

**Attendance:** Attendance will be based on the completed work you turn in each week. If you adequately completed the written assignments for the week you will receive attendance credit for the week. If you copy another students' answers, neither of you will get credit.

## Class Schedule

This course runs from August 23 to December 17, 2021

This is a correspondence course, which means you can complete the coursework at whatever time is most convenient for you during the week. Consider developing a routine of specific days/times each week when you do your coursework.

Expect that you will spend about 6 hours each week on this class.

You will receive a weekly course packet at the beginning of each week, and the course packet must be turned in by Sunday of each week. You may not get credit for coursework turned-in late.

The instructor reserves the right to modify the course calendar at any time during the course.

## Class Content

We will cover the following course outcomes and concepts:

Course Outcomes:

1. Demonstrate proficiency in academic skills at the secondary level based on individualized instructional needs.
2. Demonstrate skills necessary for career and/or college readiness.

Concepts Covered:

- College readiness skills such as active learning, study skills, memory, motivation, creative thinking, critical thinking, time management, note taking, health and wellness, maintaining focus, analyzing information, reading comprehension, brain fitness, and self-control.
- Test-taking strategies
- Explore college and career pathways
- English and Math for the workplace
- Overview of the content knowledge in the core academic subjects at the college level

## Emergency Procedures

In an emergency, follow the emergency procedures of the Humboldt County Correctional Facility