For additional copies of this catalog:

- Download a free version online at www.tacomacc.edu.
- Telephone Admissions at 253.566.5001 to receive a free CD version.
- Attend a new student orientation session for a free hard copy (call 253.566.5001).
- Purchase a hard copy for $2 from the TCC bookstore.

Note:
Tacoma Community College has made reasonable efforts to provide in this catalog information that is accurate at the time of publication. However, the college reserves the right to make appropriate changes in procedures, policies, calendars, requirements, programs, courses and fees. When feasible, changes will be announced prior to their effective dates, but the college assumes no responsibility for giving any particular notice of any such changes. Nothing contained herein shall be construed to create any offer to contract or any contractual rights.
Welcome to TCC!

ACADEMIC CALENDAR

Please note: Dates are subject to change.

2007-2008

SUMMER 2007
Day/evening classes begin: June 25
Independence Day observed: July 4
Last day of class: August 16
Grades due in Records office: August 20

FALL 2007
Day/evening classes begin: September 24
(no day classes; late afternoon and evening classes will be held)
Veteran’s Day holiday: November 12
Thanksgiving holidays: November 21-23
Last day of class: December 7
Final exams and grading: December 10-13
Grades due in Records office: December 17

WINTER 2008
Day/evening classes begin: January 2
M.L. King Jr.’s Birthday observed: January 21
(no classes)
President’s Day observed: February 18
Educational Planning Day: February 28
(no day classes; late afternoon and evening classes will be held)
Last day of class: March 14
Final exams and grading: March 17-20
Grades due in Records office: March 24

SPRING 2008
Day/evening classes begin: March 31
(no classes)
Professional Development Day: April 18
Educational Planning Day: May 14
(no day classes; late afternoon and evening classes will be held)
Memorial Day observed: May 26
Last day of class: June 9
Final exams and grading: June 10-13
Grades due in Records office: June 16

FREQUENTLY CALLED NUMBERS

Campus Operator .............. 253.566.5000
Admissions ....................... 253.566.5001
Adult Basic Education ........ 253.566.5144
Advising ......................... 253.566.6091
Allied Health .................. 253.566.5163
Assessment .................... 253.566.5093
Assessment Information Line (24 hours) ...................... 253.566.5158
Athletics ......................... 253.566.5097
Bookstore ....................... 253.566.5040
Career Center .................. 253.566.5027
Center for Academic Support & Achievement (CASA) .... 253.566.5153
Cashier ......................... 253.566.5011
Children’s Center .......... 253.566.5180
Continuing Education ....... 253.566.5020
Counseling Center ........... 253.566.5122
Distance Learning ............ 253.460.3989
Dual Enrollment .................. 253.460.4468
Financial Aid .................... 253.566.5080
Fresh Start Program ............ 253.566.5086
GED Testing Program ....... 253.566.5093
GED Preparation Classes ... 253.566.5144
Gig Harbor Campus ........... 253.851.2424
Info. Technology Certification & Testing Center .... 253.460.4418
Job Assistance Center ........ 253.566.5146
Library ......................... 253.566.5087
Math Advising & Resource Center (MARC) ............. 253.566.5145
Multi-Ethnic & Cultural Affairs (MECA) 253.566.5025
Parking Services .............. 253.566.5173
Records and Registration ... 253.566.5325
Running Start .................. 253.566.6061
Student Life ..................... 253.566.5118
Student Newspaper The Challenge ....................... 253.566.5323
TCC Foundation ............... 253.566.5003
or .............................. 253.566.6044
Veterans Services ............ 253.566.5081
Writing and Tutoring Center ........................................ 253.566.6032
TCC AT A GLANCE

Tacoma Community College provides a dynamic learning environment that is recognized for student success, academic excellence and quality instruction.

You can start your degree or receive career training at convenient locations during the day, evening, weekend or online, all with affordable tuition. You can choose from more than 50 study areas or train for a career in one of 44 professional/technical programs. In each of these disciplines you’ll enjoy intimate class sizes, diverse classmates and highly-qualified instructors. Of our 121 full-time faculty, 78 hold master’s degrees and 31 hold doctorates.

While you study, you’ll meet students from around the area and abroad, and find sports, clubs and activities to enjoy with them. We also offer strong student support services to help ensure your success.

This catalog introduces you to the college, its programs and activities.

Educational Options

TCC serves more than 17,500 students every year. You can choose:

- **University Transfer**
  The Associate in Arts and Sciences, Associate in Business and Associate of Science degrees offer an ideal way to earn the first two years of a bachelor’s degree while discovering your interests or pursuing studies in a particular area.

- **Professional/Technical Certificates and Degrees**
  TCC offers 44 professional/technical programs to train you for careers that are in high demand.

- **Transitional Studies**
  Learn basic skills in reading, writing and math; earn a GED; or study English as a Second Language.

- **Continuing Education**
  TCC provides customized training and services for businesses as well as scheduled classes to meet individual needs for improved job skills, certification, or personal enrichment.

TCC is a Smart Investment

While the cost of attending four-year colleges and universities escalates beyond the reach of many individuals and families, tuition at Tacoma Community College remains affordable. Plus, the credits you earn at TCC will transfer to most four-year colleges and universities.

- Tuition at a four-year private institution averages $20,082.
- Tuition at a four-year public institution averages $5,132.
- Tuition at Tacoma Community College averages $2,372.

We offer numerous financial aid packages to help you attain your educational goals. In 2003-2004, the average award (including grants, loans, work study employment and scholarships) was about $4,950. The college awarded nearly $375,000 in scholarships.

The TCC Job Assistance Center operates an extensive off-campus job program. During the 2003-2004 academic year, the center posted more than 2,000 openings.

Student Support Services

At Tacoma Community College, we offer strong student support services to help ensure your success.

- A nationally accredited Children’s Center
- A Counseling Center
- A Career Center and Job Assistance Center
- Access Services for students with disabilities
- A Center for Multi-Ethnic and Cultural Affairs
- TRIO programs
- International Student Services
- Free tutoring services, and writing, math and other instructional labs
- Comprehensive financial aid programs
- Scholarships and grants through the TCC Foundation
Welcome to TCC!

Meet our Students
One of Tacoma Community College’s greatest strengths is its diverse student body. Students of color comprise 30 percent of all students at TCC. The college also is home to more than 200 international students each quarter, who enhance the campus with a global perspective. And whether you’re a teenager or part of the over-50 population, chances are you’ll find classmates like you in your next TCC course.

College-wide Student Learning Outcomes
Tacoma Community College is committed to strengthening student learning through six college-wide student learning outcomes that are included in all degree programs.

Core of Knowledge
To acquire a substantial body of knowledge related to students’ degree objectives, from a broad-based curriculum. Arts and sciences students will also understand the following aspects of the humanities, quantitative skills, natural sciences, and social sciences:
- The general methods employed by each
- The unique perspectives and assumptions of each
- The relationship of each to their areas of study

Communication
To listen, speak, read, write and use nonverbal and technological means to make connections between self and others.

Critical Thinking and Problem Solving
To define tasks and resolve problems by gathering, organizing, analyzing, and evaluating information and ideas.

Information and Information Technology
To recognize when information is needed, to locate, evaluate, and use the needed information, and to use information technology to support learning.

Living and Working Cooperatively
To develop an understanding of the uniqueness of self and others, demonstrate openness toward diverse points of view, and draw upon knowledge and experience of others to function as a team member, in a multicultural world.

Responsibility and Ethics
To accept responsibility for learning, and to recognize and understand the importance of responsible and ethical behavior toward individuals, the community, and the environment.

Student Life
At TCC, we believe that development of the entire person is central to a successful college education. The friendships and social bonds students form in college are one of the most important factors in determining academic success. That’s why as a TCC student you will find many opportunities to become involved in college life, including clubs, trips, concerts, women’s and multicultural programs, intramural sports, student government and more. At TCC, your college experience doesn’t have to end when you leave the classroom – in fact it’s just beginning.

Mission, Vision and Values

- **Mission**: Tacoma Community College shall provide quality educational programs in a dynamic learning environment. The college shall be accessible, comprehensive, and flexible; and shall address the personal, professional, and social needs of its diverse community.

- **Vision**: Bridging Tradition and Innovation: Tacoma Community College will anticipate emerging community educational needs with innovative, flexible programs and services while maintaining academic excellence.

- **Values**: Tacoma Community College promotes student success by embracing these core values:
  - Integrity
  - Leadership
  - Trust
  - Excellence
  - Innovation
  - Access
  - Responsibility
  - Diversity
  - Mutual Respect
  - Collegiality
Welcome to TCC!

Accreditation

Tacoma Community College is accredited by the Commission on Colleges and Universities of the Northwest Association of Schools and Colleges and Universities, 8060 165th Avenue NE, Suite 100, Redmond, WA 98052. Specialized curriculum accreditation recognized by the Council for Higher Education Accreditation and/or the U.S. Department of Education include the following:

- The Associate Degree Nursing program is accredited by the National League for Nursing Accreditation Commission (NLNAC) and the Washington State Department of Health Nursing Care Quality Assurance Commission. It is recognized by the Council for Higher Education Accreditation and/or the U.S. Department of Education.
- The Health Information Technology program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM).
- The Respiratory Therapy program is accredited by the Committee on Accreditation for Respiratory Care (CoARC), a specialized accrediting board, in collaboration with the Commission on Accreditation of Allied Health Education Programs (CAAHEP) and recognized by the Council for Higher Education Accreditation and/or the U.S. Department of Education.
- The EMT-Paramedic program is accredited by the Committee on Accreditation of Educational Programs for the EMS Professions (CoAEMSP), a specialized accrediting board, in collaboration with the Commission on Accreditation of Allied Health Education Programs (CAAHEP) and recognized by the Council for Higher Education Accreditation and/or the U.S. Department of Education.
- The Radiologic Sciences program is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT), a specialized accrediting board recognized by the Council for Higher Education Accreditation and/or the U.S. Department of Education.
- The Pharmacy Technician program is accredited by the American Society of Health-System Pharmacists (ASHP), a specialized accrediting board recognized by the Council for Higher Education Accreditation and/or the U.S. Department of Education.

Note: The accreditations listed above are current at the time of publication.

The College

Main Campus

Tacoma Community College is a comprehensive state-supported school serving more than 720,000 residents of the Tacoma-Pierce County area. The college’s service district includes all of Tacoma and the Pierce County portion of the Olympic Peninsula and serves the Tacoma and Peninsula school districts. TCC is one of 34 community and technical colleges in a statewide system. The college has an annual operating budget of $26 million.

Located on a 150-acre site in west Tacoma, the TCC campus houses 25 buildings including a computer center, learning resource center, art gallery, gymnasium, student center, children’s center, auditorium and bookstore. The Tacoma-Pierce County area, gateway to the Cascade and Olympic mountain ranges, offers residents and visitors a wealth of cultural and recreational opportunities. The city of Seattle is located 35 miles north of Tacoma.
Off-Campus Centers

Gig Harbor Campus
3993 Hunt Street, Gig Harbor ......................... 253.851.2424

The Gig Harbor Campus provides TCC’s educational services to residents and organizations in Gig Harbor and throughout the Peninsula. It is located in a 13,000-square-foot facility built in 1995. Designed around a mall concept, the campus features classrooms and laboratories opening into a central mall that also serves as a student activities and commons area.

The campus offers credit courses for an associate degree, professional/technical and Worker Retraining programs, Adult Basic Education, personal enrichment classes, customized business training, and other programs. Classes are available days, evenings and weekends. Students at Gig Harbor can access services including registration, assessment, advising, career exploration, cashiering and book sales. Students also can use the online library to order main campus materials and access the Internet through the campus computer labs.

Credit Curriculum

The Gig Harbor Campus offers a wide variety of academic and professional/technical programs. All classes needed for an Associate in Arts and Sciences degree are available during a morning and evening schedule. The business lab, math lab and health technology lab offer credit classes in a self-paced format. Professional/technical and Worker Retraining programs include Office Computer Specialist, Medical Transcriptionist, Medical Office Professional and Medical Office Assistant.

Continuing Education/Non-Credit Programs

Every quarter, the Gig Harbor Campus offers many non-credit personal enrichment classes. These range from art, fitness, and special interest classes to gardening seminars and senior programs. Courses in computer literacy and a variety of popular software applications are available in the computer labs. Many classes are co-sponsored with local organizations. The campus also hosts numerous community events throughout the year.

Bridge Program at The Evergreen State College–Tacoma
1210 South Sixth Avenue.................................. 253.680.3022

TCC and The Evergreen State College–Tacoma (TESC) jointly offer the Bridge Program, a course for study designed especially for adults interested in pursuing a bachelor’s degree at The Evergreen State College.

This evening degree program is intended to provide the first two years of the four-year degree program at TESC–Tacoma and is based on an interdisciplinary curriculum. It is intended for students who have less than 90 credits. Credits earned in Interdisciplinary Courses (IDS) apply only to The Evergreen State College–Tacoma or Olympia campuses. Students entering the program can fulfill requirements designed for an Associate in Arts and Sciences - Option B degree (page 36).

The Bridge Program is taught at the TESC–Tacoma campus, 1210 South Sixth Avenue. Students may be able to apply their financial aid awards and veterans benefits to this program. For more information, call TESC–Tacoma at 253.680.3000 or TCC’s Bridge Program at 253.680.3022 or 253.680.3023.