



IMPORTANT INFORMATION

ACADEMIC CALENDAR - Spring 2026

FULL TERM: January 20 – May 18

SESSION I: January 20 – March 13

SESSION II: March 16 – May 18

DATES TO NOTE

January 19	Holiday – Martin Luther King, Jr. Day – Campus Closed
January 20	First Day of Classes
March 30 – April 05	Spring Semester Break – NO CLASSES HELD
March 31	Holiday – Cesar Chavez Day – Campus Closed
May 21	Grades Due
May 25	Holiday – Memorial Day – Campus Closed

DROP POLICY

16-Week Session	8-Week Session I	8-Week Session II	
Jan 29	Jan 23	Mar 20	Last day to add classes
Feb 16	Jan 30	Mar 27	Last day to withdraw from classes without a “W” being recorded; withdrawals from classes after this date will be permitted only for serious and compelling reasons and require approval by instructors and Extended Education; Census Day
April 10	Feb 20	April 24	Last day to withdraw from classes for a serious and compelling reason; Withdrawals after this date require a petition of exception

REFUND POLICY

	16-Week Session	8-Week Session I	8-Week Session II
100% refund on or before	January 24	January 24	March 21
60% refund on or before	February 10	February 04	April 01
No refund after	February 10	February 04	April 01

CSUB EXTENDED EDUCATION RESERVES THE RIGHT TO:

1. Cancel courses due to low enrollment;
2. Change the day and/or time of classes;
3. Close courses to additional enrollment;
4. Change instructors of a course;
5. Move class locations.

Textbook list on last page

AI ESSENTIALS

Location: All courses will be taught online via Canvas <http://canvas.csub.edu/> by Laraine Rosema lrosema@csb.edu

CLASS NBR	SUBJECT CATALOG NBR TITLE UNITS	INSTRUCTOR	COST	DAYS TIME LOCATION
	AIEX 8000 AI Foundations & Confidence Building (3)	Laraine Rosema	550	January 20 – February 13
	AIEX 8010 Using AI in Your Everyday Life (3)	Laraine Rosema	550	February 16 – March 13
	AIEX 8020 Real-world Application & Responsible Use (3)	Laraine Rosema	550	March 16 – April 17

DRUG AND ALCOHOL STUDIES

SESSION I (January 20 – March 13)				
CLASS NBR	SUBJECT CATALOG NBR TITLE UNITS	INSTRUCTOR	COST	DAYS TIME LOCATION
33015	BHSX 8000 Professional Writing (2)	Eric Moss emoss@csb.edu	550	Mon/Wed, 6p - 7:30p Location: WSL 005 / ONLINE
32993	BHSX 8020: Physiology & Pharmacology (4.5)	Salina Perez sperez29@csb.edu	550	Tues/Thurs, 7p - 10p Location: SCI III 213
32991	BHSX 8040 Intro to Case Management (4.5)	Eric Moss emoss@csb.edu	550	Tues/Thurs, 6p - 9p Location: EXTU 401C
32992	BHSX 8060 Personal & Professional Growth (4.5)	Leslie Rich lrch@csb.edu	550	Mon/Wed, 6p - 9p Location: EXTU 401C
SESSION II (March 16 – May 18)				
CLASS NBR	SUBJECT CATALOG NBR TITLE UNITS	INSTRUCTOR	COST	DAYS TIME LOCATION
32994	BHSX 8010 Intro to Chemical Dependency Counseling (4.5)	LaTisha Dewberry ldewberry@csb.edu	550	Mon/Wed, 6p - 9p Location: EXTU 401C
32995	BHSX 8030 Law & Ethics (4.5)	Victor Hinojos vhinojos@csb.edu	550	Tues/Thurs, 6p - 9p Location: EXTU 401C
32996	BHSX 8080 Basic Counseling Theories (4.5)	Sylvia Pettitt spettitt@csb.edu	550	Mon/Wed, 7p - 10p Location: SCI III 101
32997	BHSX 8090 Chemical Dependency Assessment (4.5)	Leslie Rich lrch@csb.edu	550	Tues/Thurs, 6p - 9p Location: DDH G 103
FULL SEMESTER (January 20 – May 18)				
CLASS NBR	SUBJECT CATALOG NBR TITLE UNITS	INSTRUCTOR	COST	DAYS TIME LOCATION
32990	BHSX 8070 Practicum (4.5)	John French jfrench@csb.edu	600	Tuesdays, 6p - 9p Location: LAB – SCI III 120

HUMAN RESOURCE MANAGEMENT

CLASS NBR	SUBJECT CATALOG NBR TITLE UNITS	INSTRUCTOR	COST	DAYS TIME LOCATION
32998	HRMX 8042 California Labor Laws & Regulations (3)	Adrian Nevarez anevarez@csub.edu	850	Full Term: Jan 20 – May 18 Tuesdays, 6p - 8p Location: ONLINE

OCCUPATIONAL SAFETY AND RISK MANAGEMENT

CLASS NBR	SUBJECT CATALOG NBR TITLE UNITS	INSTRUCTOR	COST	DAYS TIME LOCATION
32999	OSRX 8020 Occupational Safety & Risk Management – Foundation (2)	Tyler Payne tpayne6@csub.edu	700	Session I: Jan 20 – March 13 Thursday, 6p – 8:30p Location: ONLINE
33000	OSRX 8010 Occ Safety & Risk Mgmt. – General (2)	Tyler Payne tpayne6@csub.edu	700	Session II: March 16 – May 18 Thursday, 6p – 8:30p Location: ONLINE

PHARMACY TECHNICIAN

CLASS NBR	SUBJECT CATALOG NBR TITLE UNITS	INSTRUCTOR	COST	DAYS TIME LOCATION
33011	PHTX 8010 Intro to Pharmacy Technician (8)	J. Pat Person jperson@csub.edu	1500	Session I: Jan 20 – March 13 Tues/Thurs, 6:30p - 9p - Location: MUS 113 Wednesdays 6:30p - 9:30p - Location: WSL 005
33013	PHTX 8020 Intro to Pharmacology & Advanced Calculation (8)	J. Pat Person jperson@csub.edu	1500	Session II: March 16 – May 18 Tues/Thurs, 6:30p - 9p - Location: MUS 113 Wednesdays 6:30p - 9:30p - Location: WSL 005
33009	PHTX 8030 Pharmacy Technician Certification Exam Preparation (8)	J. Pat Person jperson@csub.edu	3000	Full Term: Jan 20 – May 18 Tues/Thurs, 6:30p - 9p - Location: MUS 113 Wednesdays 6:30p - 9:30p - Location: WSL 005

Textbook list on next page

REQUIRED TEXTBOOKS

AI Essentials

ALEX 8010/8010/8020

- Computer and internet access is required
- No textbooks required

Drug & Alcohol Studies

BHSX 8000	• No textbooks required
BHSX 8010	• Addictions Counseling Today Substances and Addictive Behaviors by Kevin G. Alderson
BHSX 8020	• Uppers, Downers, and All Arounders by Inaba and Cohen, 8th edition
BHSX 8030	• Issues & Ethics in the Helping Profession by Corey, Gerald et al., 11th edition
BHSX 8040	• Global Criteria: The 12 Core Functions of the Substance Abuse Counselor by Herdman, John, 9th edition • Tip 35: Enhancing Motivation for Change in Substance Use Disorder Treatment (available for free online https://store.samhsa.gov/product/TIP-35-Enhancing-Motivation-for-Change-in-Substance-Use-Disorder-Treatment/PEP19-02-01-003) • Matrix Intensive Outpatient Treatment for People with Stimulant Use Disorders: Counselor's Treatment Manual (available for free online https://store.samhsa.gov/product/Matrix-Intensive-Outpatient-Treatment-for-People-With-Stimulant-Use-Disorders-Counselor-s-Treatment-Manual/SMA13-4152)
BHSX 8060	• The Resilient Practitioner: Burnout and Compassion Fatigue Prevention and Self-Care Strategies for the Helping Professions by Skovholt and Trotter-Mathison, 3rd edition
BHSX 8070	• Global Criteria: The 12 Core Functions of the Substance Abuse Counselor by Herdman, John, 9th edition
BHSX 8080	• Corey, Gerald (2023). Theory and Practice of Counseling and Psychotherapy (11th ed). Cengage Learning • Small, Jacquelyn (1990). Becoming Naturally Therapeutic (3rd ed.) New York, New York: Bantam Books.
BHSX 8090	• Co-Occurring Disorders: A Whole-Person Approach to the Assessment and Treatment of Substance Use and Mental Disorder by Atkins, Charles, 2nd edition • Diagnostic Statistical Manual of Mental Disorders – TR, by American Psychiatric Association, 5th edition-TR

Human Resources Management

HRMX 8042

- ELECTRONIC VERSION REQUIRED - California Labor Law Digest by California Chamber of Commerce, 64th edition, 2026 (an online version will be available to purchase in early January 2026).

Occupational Safety & Risk Management

OSRX 8010/8020

- Occupational Safety and Health for Technologists, Engineers, and Managers by Goetsch, David, 10th edition
- Human Factors and Behavioral Safety by Stranks, Jeremy, 1st edition

Pharmacy Technician (Optional Textbooks)

PHTX 8010/8020/8030

- Math Calculations for Pharmacy Technicians: A Worktext by Beale, Elaine, 4th edition
- Pharmacology for Technicians by Ballington, Don, et al., 6th edition

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