



**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	<b>Holiday</b> – Martin Luther King, Jr. Day – Campus Closed
January 20	First Day of Classes
<b>March 30 – April 05</b>	<b>Spring Semester Break – NO CLASSES HELD</b>
March 31	<b>Holiday</b> – Cesar Chavez Day – Campus Closed
May 21	Grades Due
May 25	<b>Holiday</b> – 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; <b>Census Day</b>
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

**AI ESSENTIALS has different drop and refund policies – please see below**

**Drop Policy**

7 <sup>th</sup> day of course	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
14 <sup>th</sup> day of course	Last day to withdraw from classes for a serious and compelling reason; Withdrawals after this date require a petition of exception.

**Refund Policy**

<u>100% refund</u>	<u>Course cancellation OR Drop by second day of class</u>
<u>60% refund</u>	<u>Drop after second day, but before seventh day of class</u>
No refund	After seventh day of class

**Textbook list on last page**

## AI ESSENTIALS

Location: All courses will be taught online via Canvas <http://canvas.csub.edu/> by Laraine Rosema [lrosema@csub.edu](mailto:lrosema@csub.edu)

CLASS NBR	SUBJECT   CATALOG NBR   TITLE   UNITS	INSTRUCTOR	COST	DAYS   TIME   LOCATION
33104	AIEX 8000 AI Foundations & Confidence Building (3)	Laraine Rosema	550	January 20 – February 13
33105	AIEX 8010 Using AI in Your Everyday Life (3)	Laraine Rosema	550	February 16 – March 13
33106	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 <a href="mailto:emoss@csub.edu">emoss@csub.edu</a>	550	Mon/Wed, 6p - 7:30p Location: WSL 005 / <b>ONLINE</b>
32993	BHSX 8020: Physiology & Pharmacology (4.5)	Salina Perez <a href="mailto:sperez29@csub.edu">sperez29@csub.edu</a>	550	Tues/Thurs, <b>7p - 10p</b> Location: SCI III 213
32991	BHSX 8040 Intro to Case Management (4.5)	Eric Moss <a href="mailto:emoss@csub.edu">emoss@csub.edu</a>	550	Tues/Thurs, 6p - 9p Location: EXTU 401C
32992	BHSX 8060 Personal & Professional Growth (4.5)	Leslie Rich <a href="mailto:lrich@csub.edu">lrich@csub.edu</a>	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 <a href="mailto:ldewberry@csub.edu">ldewberry@csub.edu</a>	550	Mon/Wed, 6p - 9p Location: EXTU 401C
32995	BHSX 8030 Law & Ethics (4.5)	Victor Hinojos <a href="mailto:vhinojos@csub.edu">vhinojos@csub.edu</a>	550	Tues/Thurs, 6p - 9p Location: EXTU 401C
32996	BHSX 8080 Basic Counseling Theories (4.5)	Sylvia Pettitt <a href="mailto:spettitt@csub.edu">spettitt@csub.edu</a>	550	Mon/Wed, <b>7p - 10p</b> Location: SCI III 101
32997	BHSX 8090 Chemical Dependency Assessment (4.5)	Leslie Rich <a href="mailto:lrich@csub.edu">lrich@csub.edu</a>	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 <a href="mailto:jfrench@csub.edu">jfrench@csub.edu</a>	600	Tuesdays, 6p - 9p Location: LAB – SCI III 120

Textbook list on last page

## 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 <a href="mailto:anevarez@csub.edu">anevarez@csub.edu</a>	850	<b>Full Term: Jan 20 – May 18</b> 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 <a href="mailto:tpayne6@csub.edu">tpayne6@csub.edu</a>	700	<b>Session I: Jan 20 – March 13</b> Thursday, 6p – 8:30p Location: ONLINE
33000	OSRX 8010 Occ Safety & Risk Mgmt. – General (2)	Tyler Payne <a href="mailto:tpayne6@csub.edu">tpayne6@csub.edu</a>	700	<b>Session II: March 16 – May 18</b> 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 <a href="mailto:jperson@csub.edu">jperson@csub.edu</a>	1500	<b>Session I: Jan 20 – March 13</b> 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 <a href="mailto:jperson@csub.edu">jperson@csub.edu</a>	1500	<b>Session II: March 16 – May 18</b> 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 <a href="mailto:jperson@csub.edu">jperson@csub.edu</a>	3000	<b>Full Term: Jan 20 – May 18</b> 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	<ul style="list-style-type: none"><li>• No textbooks required</li></ul>
BHSX 8010	<ul style="list-style-type: none"><li>• Addictions Counseling Today Substances and Addictive Behaviors by Kevin G. Alderson</li></ul>
BHSX 8020	<ul style="list-style-type: none"><li>• Uppers, Downers, and All Arounders by Inaba and Cohen, 8<sup>th</sup> edition</li></ul>
BHSX 8030	<ul style="list-style-type: none"><li>• Issues &amp; Ethics in the Helping Profession by Corey, Gerald et al., 11<sup>th</sup> edition</li></ul>
BHSX 8040	<ul style="list-style-type: none"><li>• Global Criteria: The 12 Core Functions of the Substance Abuse Counselor by Herdman, John, 9<sup>th</sup> edition</li><li>• Tip 35: Enhancing Motivation for Change in Substance Use Disorder Treatment (<b>available for free online</b> <a href="https://store.samhsa.gov/product/TIP-35-Enhancing-Motivation-for-Change-in-Substance-Use-Disorder-Treatment/PEP19-02-01-003">https://store.samhsa.gov/product/TIP-35-Enhancing-Motivation-for-Change-in-Substance-Use-Disorder-Treatment/PEP19-02-01-003</a>)</li><li>• Matrix Intensive Outpatient Treatment for People with Stimulant Use Disorders: Counselor's Treatment Manual (<b>available for free online</b> <a href="https://store.samhsa.gov/product/Matrix-Intensive-Outpatient-Treatment-for-People-With-Stimulant-Use-Disorders-Counselor-s-Treatment-Manual/SMA13-4152">https://store.samhsa.gov/product/Matrix-Intensive-Outpatient-Treatment-for-People-With-Stimulant-Use-Disorders-Counselor-s-Treatment-Manual/SMA13-4152</a>)</li></ul>
BHSX 8060	<ul style="list-style-type: none"><li>• The Resilient Practitioner: Burnout and Compassion Fatigue Prevention and Self-Care Strategies for the Helping Professions by Skovholt and Trotter-Mathison, 3<sup>rd</sup> edition</li></ul>
BHSX 8070	<ul style="list-style-type: none"><li>• Global Criteria: The 12 Core Functions of the Substance Abuse Counselor by Herdman, John, 9<sup>th</sup> edition</li></ul>
BHSX 8080	<ul style="list-style-type: none"><li>• Corey, Gerald (2023). Theory and Practice of Counseling and Psychotherapy (11<sup>th</sup> ed). Cengage Learning</li><li>• Small, Jacquelyn (1990). Becoming Naturally Therapeutic (3<sup>rd</sup> ed.) New York, New York: Bantam Books.</li></ul>
BHSX 8090	<ul style="list-style-type: none"><li>• Co-Occurring Disorders: A Whole-Person Approach to the Assessment and Treatment of Substance Use and Mental Disorder by Atkins, Charles, 2<sup>nd</sup> edition</li><li>• Diagnostic Statistical Manual of Mental Disorders – TR, by American Psychiatric Association, 5<sup>th</sup> edition-TR</li></ul>

### Human Resources Management

HRMX 8042

- ELECTRONIC VERSION REQUIRED - California Labor Law Digest by California Chamber of Commerce, 64<sup>th</sup> 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, 10<sup>th</sup> edition
- Human Factors and Behavioral Safety by Stranks, Jeremy, 1<sup>st</sup> edition

### Pharmacy Technician (Optional Textbooks)

PHTX 8010/8020/8030

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

### 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.

9001 Stockdale Highway, 30 BDC | Bakersfield, California 93311

Phone: (661) 654-2441 | Fax: (661) 654-2447 | Website: <https://extended.csub.edu/>