

Approved
October 20, 2016

AP 4100 GRADUATION REQUIREMENTS FOR DEGREES AND CERTIFICATES

References:

Title 5 Sections 55060 et seq.

- For the degrees for transfer in Associate in Arts or Associate in Science, a student must demonstrate competence in reading, in written expression, and in mathematics.
- The student must satisfactorily complete at least 60 semester units of college work.
- A definition of “college work” that provides that courses acceptable toward the associate degree include those that have been properly approved pursuant to Title 5 Section 55002(a), or, if completed at other than a California community college, would reasonably be expected to meet the standards of that section.
- The work must include at least 18 semester units in general education and at least 18 semester units in a major listed in the Community Colleges “Taxonomy of Programs.”
- The work must include at least 12 semester units or 18 quarter units of study in residence; exceptions to the residence requirement can be made by the Board when an injustice or undue hardship would result.
- The general education requirements must include a minimum of work in the natural sciences, the social and behavioral sciences, humanities, and language and rationality.
- Students may petition to have noncredit courses counted toward the satisfaction of requirements for an associate degree. Ethnic studies must be offered.
- District policies and procedures regarding general education and degree requirements must be published in the college catalog and must be filed with the California Community Colleges Chancellor’s Office.
- For a certificate of achievement, a student must successfully complete a course of study or curriculum that consists of 18 or more semester units of degree-applicable credit coursework. The certificate of achievement shall be designed to demonstrate that the student has completed coursework

and developed capabilities relating to career or general education.

- Shorter credit programs that lead to a certificate may be established by the District.
- Content and assessment standards for certificates shall ensure that certificate programs are consistent with the mission of the District, meet a demonstrated need, are feasible, and adhere to guidelines on academic achievement.

Certificates for which California Community Colleges Chancellor's Office approval is not sought may be given any name or designation deemed appropriate except for certificate of achievement, certificate of completion, or certificate of competency.

Credit Degrees and Certificates

The Catalog and Schedules of Classes contain the most recent information on the requirements for the Associate in Science Degrees, Associate in Arts Degrees, military credit, multiple degrees, and certificate programs. These documents are updated annually in consultation with the Academic Senate for currency and correctness.

Adult Education Certification

Certificates in a variety of career and technical programs are available through the colleges published in the Catalog. Many of these certificate programs mirror those offered through the credit programs of the District, are favorably recognized by business and industry, and are frequently used as a requirement for professional advancement.

Credit divisions of the District open specific classes to the community on a limited basis to accommodate these programs. Classes taken are noncredit and do not generate units toward a degree. Credit Divisions of the District reserve the right to offer classes for credit only and revise the prerequisites as necessary. Therefore, not all courses required for a specific certificate will be offered every semester.