

ADMINISTRATIVE REGULATION 4100

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

ACADEMIC AFFAIRS

GRADUATION REQUIREMENTS FOR DEGREES AND CERTIFICATES

I. ASSOCIATE DEGREES

For an Associate degree, a student must:

- A. Demonstrate competence in reading, written expression, and mathematics.
- B. Satisfactorily complete at least 60 semester units of degree-applicable college work.
- C. Complete one of the General Education Patterns as described in the college catalog, or in an area of emphasis involving lower division coursework which prepares students for a field of study or for a specific major at the University of California or the California State University.
- D. Complete at least 12 semester units of study in residence (Exceptions to the residence requirement can be made by the Board when an injustice or undue hardship would result).
- E. Complete general education and/or competency requirements that include work in the natural sciences, the social and behavioral sciences, humanities, language and rationality, and ethnic studies.
- F. Complete required courses listed in the major, which must include a minimum of 18 units. All courses in the major must be completed with a grade of C or better or a "P" (pass) designation.
- G. A minimum grade-point average (GPA) of 2.0 in all units attempted at the college and an overall grade-point average of 2.0 for all transcripts used.

Students may petition to have noncredit courses counted toward the satisfaction of requirements for an associate degree.

Courses that meet or exceed the standards of the California Community Colleges completed at other institutionally accredited institutions shall be counted toward associate degree unit requirements. A course may not be counted in more than one general education area, even if the course is approved in multiple general education areas. Students may use the same course to meet a local general education requirement and to satisfy a general education requirement at the California State University or the University of California if that segment accepts the course for this purpose.

Students may receive credit for knowledge or skills acquired through the District's procedures for awarding credit for prior learning (See BP/AR 4235 – *Credit for Prior Learning*.)

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Students who have been awarded a bachelor's degree from an institutionally accredited institution shall be deemed to have fulfilled the general education course requirements for the associate degree.

Students who intend to transfer shall be advised of limitations transfer institutions may place on the transferability of credits, based on institutional accreditation, course modality, and any other relevant factors.

District policies and regulations 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.

II. CERTIFICATES OF ACHIEVEMENT

For a certificate of achievement, a student must successfully complete a course of study or curriculum that consists of 16 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.

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 the 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. Shorter credit programs that lead to a certificate may be established by the District. Certificates consisting of 8 or more semester units of degree applicable credit coursework are considered to be certificate of achievement with the approval of the California Community Colleges Chancellor's Office.

References:

California Code of Regulations, Title 5 Sections 55060 et seq., and 55270 et seq.