

Credit Accepted at Los Medanos College

Other College

Los Medanos College accepts credit from institutions accredited by one of the six regional accrediting associations or follows the recommendation of the American Association of Collegiate Registrars and Admissions Officers. Transcripts are evaluated when the student makes a counseling appointment or requests an evaluation from Admissions & Records.

Military Experience

- 1) Applicable lower-division credit for verified completion of special military schools, as recommended by Guide to the Evaluation of Educational Experiences in the Armed Services, published by American Council on Education.
- 2) Six elective semester units may be granted toward the associate degree for honorably discharged veterans, provided the elective credit applies toward the student's educational objective. The credit will be granted upon verification of completion of a basic or recruit training program with the United States Armed Forces.

Credit by Examination

Credit by examination may be granted to eligible students, as authorized by California Administrative Code, Title 5, Sections 55002, 55023 and 55050, and Board Policy 4001. The credit by examination process provides an alternate means of receiving credit for designated courses offered at Los Medanos College (LMC).

The following courses are approved for credit by examination:

1. SPAN-050 Elementary Spanish I
2. SPAN-051 Elementary Spanish II

Eligibility:

- 1) The student must be currently registered at LMC.
- 2) The student must be in good standing (a minimum 2.0 GPA for continuing students) at LMC and not on probation or dismissal.
- 3) The student must not have previously received a D, F, W, or NC/NP in the same course.
- 4) The student may make only one attempt of Credit by Examination, per course.
- 5) The student may earn no more than 12 units of Credit by Examination toward an Associate Degree and 6 units toward a Certificate of Achievement.
- 6) Credit by Examination may not be attempted for a course lower in a sequence of courses than what has already been completed by the student.

- 7) The student must complete the Credit by Exam process prior to the end of the 12th week of instruction (fall and spring only)
- 8) The student must pay the fees equal to the cost of the course (BOGFW does not cover this fee)
- 9) Credit by Examination cannot be counted as part of the student's load for VA benefits, athletics, residency or financial aid.
- 10) The grade the student earns on the exam will be the grade given on the student's transcript.

NOTE: Credit by Examination is NOT a prerequisite challenge exam. It should not be confused with the challenge process for a course prerequisite within a department or discipline.

Procedures:

- 1) Student submits petition for Credit by Exam to the Admissions & Records Office.
- 2) The Credit by Exam fee is payable at the Admissions & Records Office, upon determination of eligibility. The fee is the same as if the student were enrolling in the course.
- 3) The Dean and/or Department Chair will arrange for testing and once completed, return the application to the Admissions & Records Office for processing.
- 4) Examination results will be entered on the student's academic transcript.
- 5) The grade of Pass/No Pass will only be assigned if the student requested P/NP during the appropriate time period.

Credit by Advanced Placement (AP)

Los Medanos College grants credit toward undergraduate degrees for successful completion of examinations of the Advanced Placement Program of the College Board. The policy for granting credit for specific scores and exams is presented in the table below.

Students who participate in this program should indicate at the time they take the Advanced Placement Examinations that their scores be sent to Los Medanos College. To obtain credit for Advanced Placement Examinations, students should contact the Admissions & Records Office. Credit may not be earned at Los Medanos College for courses which duplicate credit already allowed for examinations as listed under course equivalents.

Note that credit granted at LMC based on AP scores will not necessarily be accepted at other institutions.

Advanced Placement

EXAMINATION	SCORE	LMC COURSE EQUIVALENTS- SEMESTER UNITS	LMC GE AA/AS DEGREE REQUIREMENTS SATISFIED	SEMESTER UNITS TOWARD CSU GE/BREADTH AREA CERTIFICATION	CSU SEMESTER UNITS FOR TRANSFER	IGETC AREA CREDIT ALLOWED	UC SEMESTER UNITS FOR TRANSFER
Art History	3,4,5	No equivalent-N/A	N/A	3 units Area C1 or C2	6	3A or 3B	5.3
Biology	3,4,5	BIOSC 10 - 4 units	Natural Science	4 units Area B2&B3	6	5B with lab	5.3
Chemistry	3,4,5	CHEM 25-5 units	N/A	4 units Area B1&B3	6	5A with lab	5.3
Chinese Language & Culture	3,4,5	No equivalent -N/A	N/A	3 units Area C2	6	3B & 6A	5.3
Computer Science A	3,4,5	COMSC 44 or 122 -3 units	N/A	N/A	3**	N/A	1.3
Computer Science AB	3,4,5	COMSC 44 + 48 - 6 units or COMC 122 + 132 - 6 units	N/A	N/A	6**	N/A	2.7
Economics: Macro	3,4,5	ECON 11 - 3 units	Social & Behavioral Science	3 units Area D2	3	4B	2.7
Economics: Micro	3,4,5	ECON 10 - 3 units	Social & Behavioral Science	3 units Area D2	3	4B	2.7
English: Language & Comp.	3,4,5	ENGL 100 - 3 units	English Composition	3 units Area A2	6	1A	5.3
English: Literature & Comp.	3,4,5	ENGL 100 - 3 units	English Composition	6 units Area A2&C2	6	1A or 3B	5.3
Environmental Science	3,4,5	BIOSC 7 - 4 units	Natural Science	4 units Area B1&B3 or 4 units Area B2 & B3*	4	5A with lab	2.7
French Language	3,4,5	No equivalent-N/A	N/A	3 units Area C2	6	3B & 6A	5.3
French Literature	3,4,5	No equivalent-N/A	N/A	3 units Area C2	6	3B & 6A	5.3
German Language	3,4,5	No equivalent-N/A	N/A	3 units Area C2	6	3B & 6A	5.3
Govt. & Politics: U.S.	3,4,5	No equivalent-N/A	N/A	3 units Area D8	3****	4H	2.7
Govt. & Politics: Comparative	3,4,5	No equivalent-N/A	N/A	3 units Area D8	3	4H	2.7
History: United States	3,4	N/A	N/A	3 units Area D6 or C2	6****	3B or 4F	5.3
History: United States	5	HIST 29 + 30 - 6 units	Social & Behavioral Science	3 units Area D6 or C2	6	3B or 4F	5.3
History: European	3,4,5	No equivalent - N/A	N/A	3 units Area D6 or C2	6	3B or 4F	5.3
History: World	3,4	N/A	N/A	3 units Area D6 or C2	6	3B or 4F	5.3
History: World	5	HIST 34 + 35 - 6units	Social & Behavioral Science	3 units Area D6 or C2	6	3B or 4F	5.3
Human Geography	3,4,5	No equivalent-N/A	N/A	3 units Area D5	3	4E	2.7
Italian Language & Culture	3,4,5	No equivalent-N/A	N/A	3 units Area C2	6	3B & 6A	5.3
Japanese Language & Culture	3,4,5	No equivalent-N/A	N/A	3 units Area C2	6	3B & 6A	5.3
Latin: Vergil	3,4,5	No equivalent-N/A	N/A	3 units Area C2	3	3B & 6A	2.7
Latin: Literature	3,4,5	No equivalent-N/A	N/A	3 units Area C2	6	3B & 6A	2.7
Mathematics: Calculus AB	3	N/A	N/A	3 units Area B4	3**	2A	2.7
" : Calculus BC	3	N/A	N/A	3 units Area B4	6**	2A	5.3
" : Calculus AB	4,5	MATH 50 - 4 units	Communication & Analytical Thinking	3 units Area B4	3**	2A	2.7
" : Calculus BC	4,5	MATH 50 + 60 - 8 units	Communication & Analytical Thinking	3 units Area B4	6**	2A	5.3
Music Theory	3,4	Music 15 - 3 units	Arts & Humanities	3 units Area C1*****	6	N/A	5.3
Music Theory	5	Music 15 + 16 - 6 units	Arts & Humanities	3 units Area C1*****	6	N/A	5.3
Physics B	3,4,5	PHYS 35 + 36 - 8 units	N/A	4 units Area B1&B3	6***	5A with lab	5.3***
Physics C: Mechanics	3,4,5	PHYS 40 - 4 units	N/A	4 units Area B1&B3	4***	5A with lab	2.7***
Physics C: Magnetism	3,4,5	PHYS 41 - 4 units (3)	N/A	4 units Area B1&B3	4***	5A with lab	2.7***
Psychology	3,4,5	PSYCH 11 - 3 units	Social & Behavioral Science	3 units Area D9	3	4I	2.7
Spanish Language	3,4	SPAN 52 - 5 units	N/A	3 units Area C2	6	3B & 6A	5.3
Spanish Language	5	SPAN 53 - 5 units	N/A	3 units Area C2	6	3B & 6A	5.3
Spanish Literature	3,4,5	No equivalent-N/A	N/A	3 units Area C2	6	3B & 6A	5.3
Statistics	3,4,5	MATH 34-4 units	Communication & Analytical Thinking	3 units Area B4	3	2A	2.7
Studio Art: 2D Design	3,4,5	ART 10 - 3 units	N/A	N/A	3	N/A	5.3
Studio Art: 3D Design	3,4,5	ART 11 - 3 units	N/A	N/A	3	N/A	5.3
Studio Art: Drawing	3,4,5	ART 20 - 3 units	N/A	N/A	3	N/A	5.3

Notes: 1. A student planning to transfer to a four-year college or university should consult that transfer institution's catalog regarding its awarding of Advanced Placement credit. Credit awarded at Los Medanos College for the completion of a CSU general education area and/or IGETC is as noted above.

2. Units awarded for Advanced Placement exams may not be used to meet the residency requirements for the associate degree.

3. AP tests may not satisfy the requirements for specific majors at four-year colleges. Please consult with a counselor or a university representative.

* If test was taken in Fall 2009 or earlier, credits may apply to either B1& B3 or B2 & B3. After Fall 2009, these credits apply only to B1 & B3.

** If more than one exam passed in calculus or computer science, only one exam may be used for transfer.

*** If more than one exam passed in physics: maximum of four units for CSU GE, six units for CSU transfer, 5.3 units for UC.

**** Partially fulfills the American History & Institutions requirement. California government requirement can be fulfilled after transfer.

***** If taken prior to Fall 2009.

College Level Examination Program

CLEP EXAMINATION	SCORE	LMC COURSE EQUIVALENTS- SEMESTER UNITS	LMC AA/AS DEGREE REQUIREMENTS SATISFIED	SEMESTER UNITS TOWARD CSU GE/BREADTH AREA CERTIFICATION	CSU SEMESTER UNITS FOR TRANSFER	IGETC AREA CREDIT ALLOWED	UC SEMESTER UNITS FOR TRANSFER
American Government	50	No equivalent – N/A	N/A	3 units Area D8	3	N/A	N/A
American Literature	50	Elective credit – 3 units	Arts & Humanities	3 units Area C2	3	N/A	N/A
An. & Interpreting Literature	50	Elective credit – 3 units	Arts & Humanities	3 units Area C2	3	N/A	N/A
Biology	50	No equivalent – N/A	N/A	3 units Area B2	3	N/A	N/A
Calculus	50	No equivalent – N/A	N/A	3 units Area B4	3	N/A	N/A
Chemistry	50	CHEM 6 - 4 units	N/A	3 units Area B1	3	N/A	N/A
College Algebra	50	No equivalent – N/A	N/A	3 units Area B4	3	N/A	N/A
College Algebra-Trigonometry	50	No equivalent – N/A	N/A	3 units Area B4	3	N/A	N/A
College Mathematics	50	No equivalent – N/A	N/A	0 units N/A	0	N/A	N/A
English Composition -no essay	50	No equivalent – N/A	N/A	0 units N/A	0	N/A	N/A
English Composition - essay	50	Eligible for ENGL 100	N/A	0 units N/A	0	N/A	N/A
English Literature	50	Elective – 3 units	Arts & Humanities	3 units Area C2	3	N/A	N/A
Financial Accounting	50	No Equivalent – N/A	N/A	0 units N/A	3	N/A	N/A
French Level I	50	FRENCH 60 – 5 units	N/A	0 units N/A	6	N/A	N/A
French Level II	59	FRENCH 61 – 5 units	N/A	3 units Area C2	12	N/A	N/A
Freshman College Composition	50	Eligible for ENGL 100	N/A	0 units N/A	0	N/A	N/A
German Level I	50	Elective credit – 5 units	N/A	0 units N/A	6	N/A	N/A
German Level II	60	Elective credit – 5 units	N/A	3 units Area C2	12	N/A	N/A
History, U.S. I	50	HIST 29 – 3 units	Social & Behavioral Science	3 units Area D6& US1	3	N/A	N/A
History, U.S. II	50	HIST 30 – 3 units	Social & Behavioral Science	3 units Area D6& US1	3	N/A	N/A
Human Growth & Developmt	50	No equivalent – N/A	N/A	3units Area E	3	N/A	N/A
Humanities	50	Elective credit – 3 units	Arts & Humanities	3 units Area C2	3	N/A	N/A
Info Sys & Comp Applications	50	COMSC 40 – 4 units	N/A	0 units N/A	3	N/A	N/A
Intro Educational Psychology	50	No equivalent – N/A	N/A	0 units N/A	3	N/A	N/A
Introductory Business Law	50	No equivalent – N/A	N/A	0 units N/A	3	N/A	N/A
Introductory Psychology	50	PSYCH 10 – 3 units	Social & Behavioral Science	3 units Area D9	3	N/A	N/A
Introductory Sociology	50	SOCIOL 15 – 3 units	Social & Behavioral Science	3 units Area D10	3	N/A	N/A
Natural Sciences	50	No equivalent – N/A	N/A	3 units Area B1 or B2	3	N/A	N/A
Pre-Calculus	50	No equivalent – N/A	N/A	3 units Area B4	3	N/A	N/A
Principles of Accounting	50	No equivalent – N/A	N/A	0 units N/A	3	N/A	N/A
Principles of Macroeconomics	50	ECON 11 – 3 units	Social & Behavioral Science	3 units Area D2	3	N/A	N/A
Principles of Management	50	No equivalent – N/A	N/A	0 units N/A	3	N/A	N/A
Principles of Marketing	50	No equivalent – N/A	N/A	0 units N/A	3	N/A	N/A
Principles of Microeconomics	50	ECON 10 – 3 units	Social & Behavioral Science	3 units Area D2	3	N/A	N/A
Social Sciences & History	50	No Equivalent – N/A	N/A	0 units N/A	0	N/A	N/A
Spanish Level I	50	SPAN 50 – 5 units	N/A	0 units N/A	6	N/A	N/A
Spanish Level II	63	SPAN 51 – 5 units	N/A	3 units Area C2	12	N/A	N/A
Trigonometry	50	No equivalent – N/A	N/A	3 units Area B4	3	N/A	N/A
Western Civilization I	50	HIST 34 – 3 units	Social & Behavioral Science	3 units Area C2 or D6	3	N/A	N/A
Western Civilization II	50	HIST 35 – 3 units	Social & Behavioral Science	3 units – Area D6	3	N/A	N/A

International Baccalaureate Examination

INTERNATIONAL BACCALAUREATE EXAMINATION (IB)	SCORE	LMC COURSE EQUIVALENTS- SEMESTER UNITS	LMC AA/AS DEGREE REQUIREMENTS SATISFIED	SEMESTER UNITS TOWARD CSU GE/BREADTH AREA CERTIFICATION	CSU SEMESTER UNITS FOR TRANSFER	IGETC AREA CREDIT ALLOWED	UC SEMESTER UNITS FOR TRANSFER
Biology HL	5,6,7	No equivalent – N/A	N/A	3 units Area B2	6	5B no lab	5.3
Chemistry HL	5,6,7	CHEM 25 – 5 units	Natural Science	3 units Area B1	6	5A no lab	5.3
Economics HL	5,6,7	ECON 10 + 11 – 6 units	Social & Behavioral Science	3 units Area D2	6	4B	5.3
Geography HL	5,6,7	No equivalent – N/A	N/A	3 units Area D5	6	4E	5.3
History (any region) HL	5,6,7	No equivalent – N/A	N/A	3 units Area C2 or D6	6	3B or 4F	5.3
Language A1(Any Language) HL	4	Elective credit – 6 units	N/A	3 units Area C2	6	N/A	N/A
HL Language A1(French) HL	5,6,7	Elective credit – 6 units	N/A	3 units Area C2	6	3B & 6A	5.3
Language A1(Spanish) HL	5,6,7	FRENCH 60 – 5 units	N/A				
	5,6,7	SPAN 50 – 5 units	N/A				
Language A2 (Any) HL	4	Elective credit – 6 units	N/A	3 units Area C2	6	N/A	N/A
	5,6,7	Elective credit – 6 units	N/A	3 units Area C2	6	3B & 6A	5.3
Language A2(French) HL	5,6,7	FRENCH 60 – 5 units	N/A				
Language A2(Spanish) HL	5,6,7	SPAN 50 – 5 units	N/A				
Language B (Any) HL	4	Elective credit – 6 units	N/A	0 units N/A	6	N/A	N/A
	5,6,7	Elective credit – 6 units	N/A	0 units N/A	6	6A	5.3
Language B(French) HL	5,6,7	FRENCH 60 – 5 units	N/A				
Language B(Spanish) HL	5,6,7	SPAN 50 – 5 units	N/A				
Mathematics HL	4	No equivalent – N/A	N/A	3 units Area B4	6	N/A	N/A
	5,6,7	No equivalent – N/A	N/A	3 units Area B4	6	2A	5.3
Physics HL	5,6,7	PHYS 15 – 4 units	Natural Science	3 units Area B1	6	5A no lab	5.3
Psychology HL	5,6,7	PSYCH 11 – 3 units	Social & Behavioral Science	3 units Area D9	3	4I	5.3
Theatre HL	4	DRAMA 15 – 3 units	Arts & Humanities	3 units Area C1	6	N/A	N/A
	5,6,7	DRAMA 16 – 3 units	Arts & Humanities	3 units Area C1	6	3A	5.3

High School Credit

Students may use credit for courses completed at Los Medanos College toward completion of a high school diploma providing the high school agrees to accept the course for such purposes. Responsibility for making equivalency arrangements with the high school rests with the student.

Course Repetition Policy

Courses are not repeatable unless noted within the course descriptions listed in the catalog. Students may repeat a non-repeatable course only to alleviate a substandard grade of D, F or NC/NP.

Students are limited to enrolling in credit classes a maximum of three times. This includes students earning substandard grades or dropping with a "W".

Students earning substandard grades or dropping with a "W" may submit a petition for course repetition. Students will be notified upon registration if they are enrolling for a second time. Students enrolling for a third time will be blocked from registration and required to submit a Petition for Course Repetition. Students are urged to manage course load and be aware of the number of enrollments for a specific course. Carefully consider dropping courses and understand all deadlines. Take advantage of tutoring and other support services to achieve successful completion of all courses.

When a course is repeated to alleviate a substandard grade, the previous grade will be disregarded in computing the student's grade point average. The substandard grade will remain on the student's transcript with a notation that the course has been repeated.

Courses that are repeatable are noted in the college catalog with the number of repeats allowed. Students may not repeat a course beyond the maximum repeats, even to alleviate substandard grades.

Courses of similar content will be placed in "families". Students cannot repeat individual courses within a family and the maximum of enrollments within a family will be 4.

Course repetition cannot be used to make up an incomplete 'I' grade.

Withdrawals

- Students who have documented extenuating circumstances such as accidents, illness or other circumstances beyond the control of the student, may apply for a withdrawal after the 75 percent of the term.
- A 'W' shall not be assigned if the student withdraws due to the impact of fire, flood or other extraordinary conditions (petition required).

- In the case of discriminatory treatment or retaliation for discriminatory treatment a 'W' shall not be assigned.
- Active or reserve military students who receive orders compelling a withdrawal from courses will receive a military withdrawal which shall not be counted in the limit of withdrawals or progress probation.

Repeat of Biology Courses

Students who have received two substandard grades or 'W's or any combination in the same Biology 40, 45 or 50 course will be blocked from future enrollment in that course. Students may appeal the policy using the Petition for Course Repetition form.

Academic Renewal Policy

Based on the Academic Renewal Policy, substandard grades may be disregarded if they are not reflective of a student's demonstrated academic ability. If Academic Renewal is approved, the student's permanent record will be notated with appropriate comments and the substandard (D, F, NC/NP) unit values will not be computed in the cumulative grade point average. The "renewed" courses and the related grades will not be removed from the record, as the district is required to show a complete and accurate academic record for every student (Title 5, Section 55046).

Students MUST meet with a counselor to review options for Academic Renewal, as this procedure is irreversible.

- 1) The student may only utilize Academic Renewal one time in the district.
- 2) Only substandard grades may be "renewed".
- 3) Immediately following the course work with substandard grades, the student must have completed at least 20 units* with 'C' grades or better from LMC or any other accredited college or university. (*The unit count begins the semester after the substandard grade is received.)
- 4) Academic renewal may be applied for up to 24 units. District courses can be combined up to the maximum of 24 units; however, each college must adjust the academic record for courses completed through that location. An Academic Renewal request form should be submitted at each college.
- 5) Courses/related grades that have already been removed from the cumulative grade point average based on course repetition will not be "renewed."
- 6) There is no time limit for academic renewal.

Transcript Requests

In order to evaluate previous college course work that may apply toward prerequisite verifications, program planning, veteran certifications, graduation requirements, and financial assistance, students must request official transcripts from high school or other colleges to be sent to the Los Medanos College

Admissions & Records Office. Once received by LMC, incoming transcripts cannot be released to the student or forwarded to a third party. Incoming transcripts are evaluated in preparation for counseling appointments and/or upon submission of a petition to graduate.

The Admissions & Records office must receive written authorization in order to release official LMC student records. Students may request their official transcripts online by logging into WebAdvisor. More information can be found at the college website.

Students may receive their first two official transcripts within the Contra Costa Community College District free of charge. A \$5.00 fee will apply to each official transcript after the two free. Rush service is available at an additional fee. Unofficial transcripts are available for \$1.00 from the Admissions & Records Office or the Brentwood Center or may be printed at no charge through WebAdvisor.

Separate transcripts are maintained for each college within the district. Transcript requests processed through the college will only contain academic history for coursework completed at LMC.

Enrollment and Degree Verifications

Enrollment and Degree Verification are available online through the National Student Clearinghouse. Free copies of official verification of enrollment can be obtained (24 hours a day, 7 days a week) by visiting the campus web site www.losmedanos.edu. Log onto WebAdvisor and click on "Enrollment Verification" for this free service.

Students requesting an enrollment verification from the Admissions & Records Office will incur a charge, depending on the type of service requested.

If an agency needs to verify student enrollment or degree completion and will not accept a printed copy from the student, the agency should be referred to: National Student Clearinghouse, www.studentclearinghouse.org. Enrollment information is sent to the Clearinghouse three times each semester.

Rights of Instructors

Los Medanos College instructors have the following rights:

- 1) The right to drop students who fail to attend the first meeting of any course.
- 2) The right to deny permission to use a audio/video recorder in class.
- 3) The right to drop the student when he/she is absent during two consecutive weeks of lab or lecture or when students are tardy to the degree that classes and learning opportunities are disrupted.
- 4) The right to drop a student at any point that the instructor concludes that absences have irretrievably affected a student's progress in a course.