AWARDS ISSUED BY THE CONTRA COSTA COMMUNITY COLLEGE DISTRICT

The Governing Board of the District shall be limited to granting the following awards: Associate in Arts degree (AA), Associate in Science degree (AS), Associate in Arts for Transfer degree (AA-T), Associate in Science for Transfer degree (AS-T), Bachelor of Arts degree, Bachelor of Science degree, Certificate of Accomplishment, Certificate of Achievement, Certificate of Completion, and College Skills Certificate.

1. **Associate Degrees (AA, AS, AA-T, AS-T)**

~~A student is eligible for graduation with the Associate in Arts or Associate in Science degree after the satisfactory completion of sixty (60) degree-applicable semester units of work with a grade point average of 2.0 or better and local associate degree requirements or the associate degree requirements as mandated by Title 5, Section 55063.~~

Coursework

The student must satisfactorily complete at least 60 semester units of degree-applicable lower division credit courses, including courses that apply to the major or area of emphasis in career technical fields and courses in composition, reading, and mathematics or quantitative reasoning not more than one level below transfer. Below transfer level course requirements must align with Education Code section 78213.

The courses must include at least 18 semester units of focused study in a major or interdisciplinary area of emphasis.

A “major” is a focused program of study within a specific discipline, which may include some coursework outside the primary discipline. Programs designed to provide transfer preparation must be designed to meet specific lower-division requirements in comparable baccalaureate majors.

An “area of emphasis” is an interdisciplinary program of study encompassing a broad range of courses from multiple related academic disciplines, providing the student with an academic pathway broader than a specific major but more focused than general education.

The courses must include at least 21 semester units of general education. General education must include a minimum of work in (1) English Composition, Oral Communication, and Critical Thinking, (2) Mathematical Concepts and Quantitative Reasoning, (3) Arts and Humanities, (4) Social and Behavioral Sciences, (5) Natural Sciences, and (6) Ethnic Studies.

To be awarded an AA-T or AS-T, students must complete 60 degree-applicable units that are eligible for transfer to the California State University, including the California General Education Transfer Curriculum (Cal-GETC) and a minimum of 18 semester units in a major or area of emphasis determined by the community college district and aligned with an approved transfer model curriculum, and earn a minimum grade point average of 2.0. Students placed on IGETC or CSU General Education-Breadth before fall 2025 may satisfy the general education requirement by completing that pattern with appropriate certification.

Other Conditions for Awarding Associate Degrees

The District will award an associate degree to students who fulfill the coursework requirements described above or complete the requirements for an approved intersegmental lower-division general education pattern used for transfer to the University of California or the California State

University and who meet the following conditions:

The student satisfactorily completed at least 12 semester units of study in residence. The Board may excuse the residence requirement to alleviate injustice or undue hardship.

The student satisfactorily completed each course counted toward the major or area of emphasis requirement with a grade of "C" or better, or of "P" if the course is taken on a "pass-no pass" basis.

The student completed the requirements for the associate degree with a minimum cumulative grade point average of 2.0 in the degree-applicable courses.

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 a district's procedures for awarding credit for prior learning.

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

~~2. **Associate in Arts for Transfer (AA-T) and Associate in Science for Transfer (AS-T)**~~

- ~~The AA-T degree designation must be used for non-STEM disciplines.~~
- ~~The AS-T degree designation must be used for degrees in the Science, Technology, Engineering, or Mathematics fields and Career Technical Education (CTE) programs.~~
- ~~A student must complete 60 semester degree-applicable units that are eligible for transfer to the California State University, including the Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements, complete a minimum of 18 semester units in a major or area of emphasis, as determined by the community college district with a minimum grade point average of 2.0 or better.~~

2. **Baccalaureate Degrees**

Coursework
The student must satisfactorily complete at least 120 semester units of degree-applicable credit courses.

The courses must include at least 40 semester units or equivalent of total upper division coursework, including units in the major and in general education. The courses must include a minimum of nine semester units of upper-division general education courses.

"Upper division courses" require the application of lower division knowledge and the demonstration of critical thinking through writing, oral communication, or computation. Upper division coursework

may encompass research elements, workforce training, apprenticeships, internships, and may require practicum or capstone projects. Upper division courses may have one or more lower or upper division prerequisites.

A "major" is defined above.

General education courses must come from at least two disciplines outside of the major, one of which must have an emphasis in written communication, oral communication, or computation.

A lower division course may meet an upper division course requirement but may not be counted toward the required minimum number of upper division units.

Other Conditions for Awarding Baccalaureate Degrees
The District will award a baccalaureate degree to students who fulfill the coursework requirements described above and who meet the following conditions:

The student satisfactorily completed each course designated as an upper-division major requirement with a minimum grade of "C", or "P" if taken on a "pass-no pass" basis.

The student satisfactorily completed at least 12 semester units of upper-division coursework in residence. The Board may excuse the residence requirement to alleviate undue hardship.

The student completed the baccalaureate degree requirements with a minimum cumulative grade point average of 2.0 in degree-applicable courses.

The District will count courses completed within another California higher education segment, or at an institutionally accredited institution meeting District standards of rigor, toward baccalaureate degree unit requirements.

Courses may meet multiple requirements, including general education, a major, and additional requirements, if locally approved to do so. A course may not be counted in more than one general education area, even if approved in multiple areas.

Students may receive credit for knowledge or skills acquired through the District's procedures for awarding credit for prior learning.

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

Students who have completed the California General Education Transfer Curriculum (Cal-GETC) shall be deemed to have fulfilled the lower-division general education requirements for the baccalaureate degree.

Students may petition to have noncredit courses counted toward satisfaction of baccalaureate degree requirements.

3. **Certificate of Accomplishment**
To earn a certificate of accomplishment, students must complete the required courses with a "C" grade or higher. Certificate requirements may be completed by attending a combination of day and evening, hybrid and/or online classes.

4. **Certificate of Achievement**
Students completing a major with a grade point average of 2.0 (C) or better in a minimum of eighteen (18) semester units in ~~an~~ occupational-vocational curricula may be awarded a Certificate of Achievement. The Curriculum/Instruction Committee shall recommend to the President what occupational-vocational curricula are eligible for a Certificate of Achievement. Colleges or Departments at the individual colleges are authorized to recommend a higher average grade requirement and/or grade in designated core courses.

a. Attendance Requirements:
To qualify for a Certificate of Achievement, a student shall complete at least 25% of the required units at the college where the certificate is awarded.

b. Procedures for Making Request for Addition to the List of Courses and Programs Eligible for the Granting of Certificates of Achievement:

Persons responsible for occupational-vocational curricula shall submit requests for additions to the approved list of majors eligible for Certificates of Achievement to the Curriculum/Instruction Committee for recommendation to the President.

Upon favorable action of the President, the major will be added to the official approved list of majors eligible for Certificates of Achievement.

5. **Certificate of Completion**
Certificates shall be awarded upon completion of course(s), sequence of courses, or programs in occupational-vocational education.

The Curriculum/Instruction Committee shall recommend to the President of the college what course(s), sequence of courses, and programs are eligible for the Certificate of Completion.

6. **College Skills Certificate**
This certificate requires less than 18 units of coursework within the major programs of study. Students requesting skills certificates must complete at least 50% of the courses required for the skills certificates at the college where the certificate is awarded.

The Governing Board awards and confers degrees and certificates. Adequate records shall be maintained indicating the degrees and certificates that have been awarded and conferred.

California Education Code 66745-66749
Title 5, Code of Regulations, Sections 51004, 55060, 55070, 55130, 55063

Historical Annotation:
Adopted: Cabinet 5/25/99; Board 10/25/00
Revised: 11/15/06, 5/25/16, XX/XX/XX

Related Board Policies:
Board Policy ~~3006~~ 4004

~~Related Procedures:~~
~~Student Services Procedure 3006~~