



Book	Administrative Procedures
Section	Chapter 4: Academic Affairs
Title	Graduation Requirements for Degrees and Certificates
Code	AP 4100
Status	Active
Legal	Education Code Section 70902(b)(3) Title 5 Section 55023 Title 5 Section 55060 et seq. Title 5 Section 55070 et seq.
Adopted	July 21, 2004
Last Revised	October 4, 2018

References: Education Code Section [70902\(b\)\(3\)](#); Title 5, Sections [55023](#), [55060 et seq.](#), and [55070 et seq.](#)

Degrees

The Woodland Community College Catalog and the Yuba College Catalog cite the specific requirements for Associate in Arts and Associate in Science degrees. Courses acceptable toward the associate degree include those that have been properly approved pursuant to Title 5, Section 55002(a) and filed with the California Community Colleges Chancellor's Office, or, if completed at other than a California community college, would reasonably be expected to meet the standards of that section.

These requirements specify that to earn an Associate of Arts or Associate of Science degree students must:

- Demonstrate competence in reading, writing, and mathematics as listed in the respective college catalog.
- Complete with a grade of "D" or better a minimum of 18 units of general education, selecting from each of the six areas listed in the catalog
- Complete a minimum of 18 units in the designated degree major courses with a grade of "C" or better. Majors are listed in the catalog.
- Complete with a grade of "D" or better the Health/Physical Education/Kinesiology requirement as listed in the catalog. Students who will be completing degrees in Nursing, Psychiatric Technology, Radiologic Technology, Basic Police Academy, Fire Technology, Veterinary Technology, and students who submit documentation of active military service are exempt from this requirement.
- Complete with a grade of "D" or better the Multi-cultural Graduation Requirement (MGR) as listed in the catalog. Students who will be completing degrees in Nursing, Psychiatric Technology, Radiologic Technology, the Allied Health areas, Basic Police Academy, Fire Technology, Veterinary Technology, and students who submit documentation of active military service are exempt from this requirement.
- A student may seek to receive credit by completing the requirements for credit by examination (Refer to AP 4235).
- Complete a minimum of 60 semester units of degree-applicable credit coursework with at least a 2.0 ("C") grade point average.
- Complete a minimum of 12 semester units with at least a 2.0 ("C") grade point average in associate degree level classes in residence at the college granting the degree. Exceptions to the residence requirement can be made by the Board when an injustice or undue hardship would result.
- File a Petition for Graduation Form by the College deadline.

To earn an Associate in Arts for Transfer or an Associate in Science for Transfer degree, students must:

- Complete 60 semester or 90 quarter units of coursework eligible for transfer to the CSU, including IGETC (CSU version) or CSU GE-Breadth

- Complete at least 18 units of coursework in the major or area of emphasis as defined by the California Community College AA-T or AS-T degree with each course in the major completed with a "C" grade or better
- Demonstrate a minimum cumulative GPA of 2.0 for all CSU transferable courses completed.

Certificates

Requirements for certificate programs are included in the Woodland Community College Catalog and the Yuba College Catalog. The Curriculum Committees provide oversight to ensure that certificate programs are consistent with the mission of each College, meet the needs of students and the communities served, are feasible, and adhere to guidelines of academic achievement.

Certificates of achievement are subject to approval by the California Community Colleges Chancellor's Office. The college-awarded document confirming that a student has completed such a program shall be known as a certificate of achievement and may not be given any other designation.

In general, for a certificate of achievement, a student must

- Complete a course of study that consists of 16 or more semester units of degree-applicable coursework with at least a 2.0 ("C") grade point average.
 - For shorter credit programs that lead to a certificate, see the appropriate College catalog.
- Complete a minimum of 3 semester units at the certificate-awarding College.
 - A certificate with program or accreditation regulations may require more than the 3-unit minimum.

Shorter credit programs leading to a certificate may be established without review and approval by the California Community Colleges Chancellor's Office after approval by the college curriculum committee and the district governing board.

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. Such a certificate may not be listed on a student's transcript. (Title 5, Section 55070)

Revised: 10/4/2018; 8/29/2011; 9/29/2008; 12/17/2007; 12/01/2006

Adopted: 7/21/2004