

Overview of Credit Programs

An educational program is defined in Title 5, § 55000(m) as “an organized sequence of courses leading to a defined objective, a degree, a certificate, a diploma, a license, or transfer to another institution of higher education.” All associate degrees and certificates of achievement that appear by name on a student transcript or diploma must be chaptered by the Chancellor’s Office, whether they are intended primarily for employment preparation (CTE), transfer (ADT), transfer preparation, as a record of academic achievement, or to fulfill other community needs.

The types of credit educational programs that must be submitted to the Chancellor’s Office for chaptering include: Associate Degrees – local AA or AS and AA-T/AS-T, and Certificates of Achievement.

Program Types

All associate degrees in the California Community College system are classified in four general categories:

- Associate Degrees for Transfer (ADT) that meet all requirements of SB 1440 and Education Code § 66746:
 - Associate in Arts for Transfer (AA-T)
 - Associate in Science for Transfer (AS-T)
- Local Degrees:
 - Associate of Arts (AA)
 - Associate of Science (AS)

Certificates of Achievement, defined in Title 5, § 55070 are the only credit certificates that may appear by name on a student transcript, diploma, or completion award. Colleges **must** submit programs of 16 or more semester units or 24 or more quarter units of degree-applicable coursework to be chaptered by the Chancellor’s Office. Colleges **may** submit programs of 8 or more semester units or 12 or more quarter units of degree-applicable coursework to be chaptered by the Chancellor’s office in order that the program may be included in the student transcript.

Additionally, all programs submitted for Chancellor’s Office review are required to state the primary goal of the program. This program goal is used to determine the standards and documentation for approval, but is not a component of state data tracking or reports and is not included for MIS data submissions. The three program goals are:

- Transfer: All ADTs and Certificates of Achievement for CSU GE-Breadth or IGETC.
- Career Technical Education (CTE): Limited to programs in a CTE TOP Code. May include both CTE and transfer goals (not including ADTs).
- Local: All other AA and AS degrees and Certificates of Achievement, not in a CTE TOP

Code, that are developed to meet locally defined needs consistent with the system mission, including transfer preparation. These degrees must align with a TOP Code.

Degrees submitted with a program goal of “CTE” or “Local” may include transfer preparation as a component or as the primary intent of the program. Standards and further explanations of these categories and associated approval criteria are discussed in detail in this chapter.

The Chancellor’s Office supports [ASCCC Resolution 9.06](#), approved in Spring 2008, which provided guidelines for classifying disciplines into AA or AS degrees as follows:

- Associate of Science (AS) is strongly recommended for any Science, Technology, Engineering, or Mathematics (STEM) field and CTE programs
- Associate of Arts (AA) is strongly recommended for all other disciplines
- Associate in Science for Transfer (AS-T) must be used for any Science, Technology, Engineering, or Mathematics (STEM) field and CTE programs
- Associate in Arts for Transfer (AA-T) must be used for all other disciplines

General Associate Degree Standards

The general standards for the Associate degree are set forth in Title 5, § 55063 which specifies the following requirements:

- At least 18 semester units or 27 quarter units in a major or in an area of emphasis
- At least 18 semester units or 27 quarter units of GE
- At least 60 total semester units or 90 quarter units

The 18 semester units or 27 quarter units in the major can be in a single discipline or related disciplines, as listed in the community colleges “Taxonomy of Programs”, or it can be in an area of emphasis, defined as a more general grouping of lower division course work that prepares students for a field of study or specific major at a CSU or UC. The standards for GE are further defined in Title 5, § 55061. The remaining units may be used for local graduation requirements or electives, as permitted for the degree type.

Standards for Written Expression, Mathematics, and Reading Competency

All students awarded a degree must demonstrate competence in writing by obtaining a satisfactory grade in an English course at the level of Freshman Composition or by demonstrating competency that is comparable to satisfactory completion of the specified English course. Satisfactory completion of an English course at the level of Freshman Composition or higher satisfies both this competency requirement and the English Composition GE coursework requirement.

Competence in mathematics must be demonstrated by obtaining a satisfactory grade in a mathematics course at or above the level of the course typically known as Intermediate Algebra (either Intermediate Algebra or another mathematics course at or above the same

level, with the same rigor and with Elementary Algebra as a prerequisite, approved locally) or by demonstrating competency that is comparable to satisfactory completion of the specified mathematics course. Satisfactory completion of a mathematics course at the level of Intermediate Algebra or higher satisfies both this competency requirement and the Communication and Analytical Thinking GE coursework requirement.

It should be noted that the competency requirements for written expression and mathematics may also be met by obtaining a satisfactory grade in courses in English and mathematics taught in or on behalf of other departments and disciplines, and which, as determined by the district governing board, require entrance skills at a level equivalent to those necessary for Freshman Composition and Intermediate Algebra respectively.

Requirements for demonstrating competency in reading shall be locally determined.

For the purpose of this section, “satisfactorily completed” means either credit earned on a “pass-no pass” basis or a grade point average of 2.0 or better in community college credit courses in the curriculum upon which the degree is based.

Associate Degree for Transfer Degrees: AA-T and AS-T

Associate Degrees for Transfer (ADT) were developed in response to Senate Bill 1440 (Padilla, 2010) and subsequent revisions to Education Code § 66746(a) that required community colleges to develop and offer “associate degrees for transfer” which fulfill the lower division component of a baccalaureate major at a California State University. These degrees allow students to fulfill lower division major requirements at a community college and guarantee transfer with junior status to the CSU system. Students who complete an ADT and transfer to a similar major at a CSU are guaranteed a pathway to finish their baccalaureate degrees in 60 semester or 90 quarter units. These degrees require students to meet both of the following requirements:

(1) Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:

(A) The Intersegmental GE Transfer Curriculum (IGETC) or the California State University GE-Breadth Requirements (CSU GE-Breadth).

(B) A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.

(2) Obtainment of a minimum grade point average of 2.0.

ADTs include both Associate in Arts for Transfer (AA-T) and Associate in Science for Transfer (AS-T) degrees. The law authorizing these degrees also requires that students must earn a “C” or better in all courses required for the major or area of emphasis. A “P” (Pass) grade is also an acceptable grade for courses in the major if the course is taken on a Pass/No Pass basis. Education Code § 66746(b) prohibits a community college district from imposing any additional course requirements for a student to be eligible for the associate degree for transfer, and subdivision (e) prohibits allowing remedial non-collegiate level coursework to be counted toward the units required for the associate degree for transfer (AA-T or AS-T). Title 5, § 55002(b) describes such courses as “nondegree-applicable credit courses.”

The designators for the Associate in Arts for Transfer (AA-T) and the Associate in Science for Transfer (AS-T) degrees have been established by the ASCCC and are reserved only for associate degrees that meet all requirements of SB 1440 and Education Code § 66746. The term “transfer degree” is likewise restricted to ADTs.

Degree Standards

The following standards apply to the development and approval of the Associate Degree for Transfer:

- 60 semester units or 90 quarter units,
- Minimum 18 semester or 27 quarter units in major or area of emphasis,
- Must use CSU GE-Breadth or IGETC,
- May include transferable electives to reach 60 semester units or 90 quarter units,
- No local graduation requirements not specified or permitted in the statute,
- Must align with structure of TMC, and
- Constituent courses must have either C-ID or articulation/transfer status with CSU as specified on the TMC and the Chancellor’s Office Template.

Minimum Units

The minimum number of units for the ADT is 60 semester or 90 quarter units that are CSU transferable. Students awarded this degree must complete at least 12 semester or 18 quarter units in residence.

Major or Area of Emphasis: Transfer Model Curriculum

An inter-segmentally developed Transfer Model Curriculum (TMC) defines the major or area of emphasis for all ADT degrees. In the implementation process for SB 1440 and Education Code § 66746 the ASCCC, in collaboration with the Academic Senate of the California State University, has developed a Transfer Model Curriculum (TMC) for certain majors that have been identified for students who transfer from a California community college to CSU. According to Title 5, § 55063 and Education Code § 66746 the associate degree must include a major or area of emphasis consisting of a minimum of 18 semester or 27 quarter units.

TMCs were developed as a means of facilitating a statewide response to the mandate that all community colleges offer “associate degrees for transfer.” Draft TMCs are developed by intersegmental faculty (California community colleges and CSU, primarily) in the discipline and then made available for vetting at [C-ID](http://www.c-id.net) (www.c-id.net). Once a template for a TMC is finalized, community college faculty may then develop degrees that align with the TMC. The designators for these aligned TMC degrees are Associate in Arts for Transfer (AA-T) and Associate in Science for Transfer (AS-T).

When an associate degree for transfer is approved by the California Community Colleges

Chancellor's Office, the California State University Chancellor's Office will be notified so that the approved associate degree may be included in the CSU Mentor transfer application and in other publications. This data is used to identify eligible students who apply to the CSU for admission as described in Education Code § 66747.

Education Code § 66746 requires that community colleges create an ADT when they offer a degree in the same discipline (i.e., under the same TOP Code) as an existing transfer model curriculum (TMC) within 18 months of the approval of the TMC.

A TMC is considered to have final approval when the template is posted by the Chancellor's Office. The approved templates are located on the Chancellor's Office [Educational Services and Support Division webpage](#) under [Templates for Transfer Model Curriculum](#).

Furthermore, similar agreements between UC and the California community colleges that depend on an approved transfer pathway template for development and approval of the degree shall be submitted using the same program goal and process as ADTs.

General Education

Education Code § 66746(a)(1)(A) requires that students complete the Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education–Breadth (CSU GE-Breadth) Requirements. Additional GE requirements are not permitted. Courses used to meet the major requirement may also be used to meet the GE requirement if those courses have been approved for IGETC or CSU GE-Breadth.

Most ADTs require full completion of IGETC or CSU GE-Breadth. However, certain ADTs are instead based on the completion of IGETC for STEM or CSU GE-Breadth for STEM. The IGETC for STEM and CSU GE-Breadth for STEM options permit students to follow the IGETC or CSU GE-Breadth curriculum but delay one Arts or Humanities course and one Social or Behavioral Science course until after transfer.

Electives

ADTs may include additional transferable electives, if necessary, to bring the total degree-applicable units to 60 semester units or 90 quarter units.

Prohibited Practices

Education Code § 66746(b) states “community college district shall not impose any requirements in addition to the requirements of this section, including any local college or district requirements” Local college or district requirements that are prohibited include additional graduation requirements, such as additional GE requirements or a residency requirement that exceeds the minimum set by Title 5.

While the current program submission and approval process requires colleges to design ADTs that do not exceed 60 semester or 90 quarter units, a community college may confer the ADT to students who exceed the minimum units required for the degree

Criteria for Approval

ADTs must meet the following criteria for approval:

- Submission includes all required documentation:
 - Program Narrative,
 - Completed Chancellor’s Office Template,
 - C-ID or ASSIST Articulation Information, as required by the TMC, and
 - COR for all courses included in major or area of emphasis.
- Degree meets all standards as listed above. Verification of meeting these standards is conducted through review of required documentation.
- Degree is submitted with program goal of “Transfer.”

Program Narrative

Only the Program Goals and Objectives and Catalog Description items are required for the Narrative. The catalog description must reflect the following:

- Completion of 60 semester units or 90 quarter units of degree-applicable courses,
- Minimum overall grade point average of 2.0,
- Minimum grade of “C” (or “P”) for each course in the major, and
- Completion of IGETC and/or CSU GE-Breadth.

Submission of a COR is required for each course specified in the major. All ADT degrees are submitted with “Transfer” as the program goal.

Chancellor’s Office Templates for Approved Transfer Model Curriculum

The Chancellor’s Office develops a template for each approved TMC. The templates are located on the Chancellor’s Office [Educational Services and Support Division webpage](#) under [Templates for Approved Transfer Model Curriculum](#). All submissions must include a completed, current template.

Course Identification Numbering System or ASSIST Articulation Documentation

The template specifies all of the courses that may be included in the ADT and the documentation required for each course when the degree is submitted for approval. Typically, all required core courses are identified by a Course Identification Numbering System (C-ID) descriptor, which sets the minimum standards for what should be included the COR. When a C-ID descriptor is listed on the template, C-ID articulation is required for the course(s) to be included in that section of the template. Additional information on C-ID descriptors and C-ID articulation is located on [C-ID](#) (www.c-id.net). However, courses pending C-ID approval over 45 days may be included in the degree if the program application demonstrates evidence