



Origination:	07/2008
Last Approved:	03/2019
Last Revised:	03/2019
Next Review:	03/2025
Owner:	<a href="#">Academic Senates Academic Senates</a>
Policy Area:	<a href="#">Chapter 4 Academic Affairs</a>
References:	<a href="#">Legally Required</a>

## AP 4100 Graduation Requirements for Degrees and Certificates

*(Replaces current SBCCD AP 4100)*

Requirements for graduating with a degree or certificate are developed through collegial consultation on each campus, approved by the Board of Trustees, and published in the respective college catalogs.

For the Associate in Arts or Associate in Science degree, a student must demonstrate competence in reading, in written expression, and in mathematics.

The student must satisfactorily complete at least 60 semester units of college work.

College work includes all courses acceptable toward the associate degree that have been properly approved pursuant to Title 5 Section 55002(a), or, if completed at other than a California community college, would reasonably be expected to meet the standards of that section.

The work must include at least 18 semester units in general education, (Note: SBVC requires at least 24 units) and at least 18 semester units in a major listed in the Community Colleges "Taxonomy of Programs".

The work must include at least 12 semester units of study in residence; exceptions to the residence requirement can be made by the Scholastic Standards Committee when an injustice or undue hardship would result.

The general education requirements must include a minimum of work in the natural sciences, the social and behavioral sciences, humanities, and language and rationality, (note: ethnic studies must be offered in at least one of these four areas), communication and analytical thinking, and lifelong learning and self-development as applicable. In addition, the general education transfer requirements may apply.

District policies and procedures regarding general education and degree requirements must be published in the college catalog and must be filed with the State Chancellor's Office.

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.

Shorter credit programs that lead to a certificate may be established by the District.

Content and assessment standards for certificates shall ensure that certificate programs at either college are consistent with the mission of the college, meet a demonstrated need, are feasible, and adhere to guidelines

on academic achievement.

Certificates for which State 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.

## References:

Education Code Section 70902(b)(3);  
Title 5, Sections 55070, 55800, et seq. 55060 et seq.

## Attachments:

[AP 4100 Graduation Requirements for Degree and Certificates - Comments](#)  
[AP 4100 Graduation Requirements for Degree and Certificates - Legal Citations](#)  
[AP4100 -OLD.pdf](#)

## Approval Signatures

Step Description	Approver	Date
	Policy Stat	04/2019
	Policy Stat	04/2019
	Policy Stat	04/2019
	Policy Stat	04/2019
	Policy Stat	04/2019
	Policy Stat	04/2019

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