

**Coast Community College District**  
**BOARD POLICY**  
Chapter 4  
Academic Affairs

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## **BP 4100 Graduation Requirements for Degrees and Certificates**

### **References:**

Education Code Section 70902(b)(3);  
Title 5 Sections 55061, 55062, 55070, and 55072;  
BP 4020 and AP 4020 Program Curriculum and Course Development;  
BP 4025 Philosophy and Criteria for Associate Degree and General Education

The District grants the degrees of Associate in Arts and Associate in Science to those students who have 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 and who have maintained a 2.0 cumulative grade point average (“GPA”). If units accumulated beyond those required for the degree lower a student's cumulative GPA below 2.0, Colleges may compute the GPA based solely on those courses used to satisfy the degree requirements, provided that the coursework used to compute the GPA fulfill all major/area of emphasis and general education requirements. 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 also must complete the requirements set forth in Title 5 Sections 55061 and 55062.

Students may be awarded a Certificate of Achievement upon successful completion of a minimum of 16 or more semester units of degree-applicable coursework designed as a pattern of learning experiences intended to develop certain capabilities that may be oriented to career or general education. Transcribed credit certificates may consist of eight or more semester units of degree-applicable coursework and be chaptered by the State Chancellor's Office as a program leading to a Certificate of Achievement.

Students may be awarded a Certificate of Specialization upon successful completion of a minimum of six but less than 16 semester units of degree-applicable coursework designed as a pattern of learning experiences intended to develop certain capabilities that may be oriented to career education leading to a Certificate of Achievement. Such certificates will not appear on the student's transcript.

Students may be awarded a Certificate of Competency and Certificate of Completion upon successful completion of a minimum of two noncredit courses designed to focus on elementary and secondary basic skills, English as a Second Language (“ESL”), citizenship and workforce preparation, programs for adults with disabilities, short-term

Career Technical Education, parenting, older adult needs, health and safety, or home economics that may be oriented to a Certificate of Achievement.

The Chancellor shall establish procedures to determine degree and certificate requirements that include appropriate involvement of the College curriculum committees. The procedures shall assure that graduation requirements are published in the Colleges' catalogs and included in other resources that are convenient for students.

Adopted February 5, 2003

Renumbered from CCCD Policy 030-4-2.1, Fall 2010

Revised January 15, 2014

Revised December 9, 2020

Revised February 7, 2024