



Consultation Council

October 18, 2022

---

Kern Community College  
District Administrative Procedure  
Chapter 4 – Academic Affairs

---

**Governance Process:** Information Only

**Reason for Revision:** To Amend District Procedure

**AP 4100** Graduation Requirements for Degrees and Certificates

**References:**

Title 5 Sections 55000 et seq.

**Note: This procedure is legally required.**

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 and hold a minimum cumulative grade point average (GPA) of 2.0 in degree- applicable coursework (includes transfer coursework, if applicable).

A definition of "college work" that provides that courses acceptable toward the associate degree include those 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 and at least 18 semester units in a major listed in the Community Colleges "Taxonomy of Programs" or in an area of emphasis involving lower division coursework which prepares students for a field of study or for a specific major at the University of California or the California State University. Completion of coursework with minimum grades of "C" or "P" must be earned in each course required in the major/area of emphasis. Any course taken on a "Pass/No Pass" basis with a grade of "P" shall count toward the major/area of emphasis units provided a "P" is equivalent to a "C" or better per Title 5, Section 55063(a)(2).

The work must include at least 12 semester units of study in residence: exceptions to the residence requirement can be made by the Board 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.

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

Ethnic studies must be offered.

Ethnic studies must be offered in at least one of these required areas. Students may petition to have noncredit courses counted toward the satisfaction of requirements for an associate degree.

District policies and procedures regarding general education and degree requirements must be published in the college catalog and must be filed with the California Community Colleges 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 for example, Job Skills Certificate, programs that lead to a certificate may be established by the District.

Content and assessment standards for certificates shall ensure that certificate programs are consistent with the mission of the Kern Community College District meet a demonstrated need. are feasible and adhere to guidelines on academic achievement.

Certificates for which California Community Colleges Chancellor's Office approval is not sought for example, Job Skills Certificate, may be given any name or designation deemed appropriate except for certificate of achievement, certificate of completion, or certificate of competency.

The District may obtain approval of a direct assessment competency-based program from the California Community College Chancellor's office.