

**Academic Affairs**

**1 AP 4100 GRADUATION REQUIREMENTS FOR DEGREES AND  
2 CERTIFICATES OF ACHIEVEMENT**

**3 References:**

4 Title 5, Sections 55060 et seq. and 55270 et seq.

**5 Coursework for Associate Degrees:**

- 6 • Satisfactory completion of at least 60 semester units of degree-applicable lower  
7 division credit courses, including courses that apply to the major or area of  
8 emphasis in career technical fields and courses in composition, reading, and  
9 mathematics or quantitative reasoning not more than one level below transfer.  
10 Below transfer level course requirements must align with Education Code section  
11 78213.
- 12 • At least 18 semester units of focused study in a major or interdisciplinary area of  
13 emphasis. A “major” is a focused program of study within a specific discipline,  
14 which may include some coursework outside the primary discipline. Programs  
15 designed to provide transfer preparation must be designed to meet specific lower-  
16 division requirements in comparable baccalaureate majors. An “area of emphasis”  
17 is an interdisciplinary program of study encompassing a broad range of courses  
18 from multiple related academic disciplines, providing the student with an academic  
19 pathway broader than a specific major but more focused than general education.
- 20 • At least 21 semester units of general education. The general education  
21 requirements must include a minimum of work in (1) English Composition, Oral  
22 Communication, and Critical Thinking, (2) Mathematical Concepts and  
23 Quantitative Reasoning, (3) Arts and Humanities, (4) Social and Behavioral  
24 Sciences, (5) Natural Sciences, and (6) Ethnic Studies.

**25 Other Conditions for Awarding Associate Degrees**

26 The District will award an associate degree to students who fulfill the coursework  
27 requirements described above or completed the requirements for an approved  
28 intersegmental lower-division general education pattern used for transfer to the University  
29 of California or the California State University and who met the following conditions:

- 30 • Satisfactory completion of at least 12 semester units of study in residence. The  
31 Board may excuse the residence requirement to alleviate injustice or undue  
32 hardship.
- 33 • Satisfactory completion of each course counted toward the major or area of  
34 emphasis requirement with a grade of “C” or better, or of “P” if the course is taken  
35 on a “pass-no pass” basis.

36     • Completion of the requirements for the associate degree with a minimum  
37       cumulative grade point average (GPA) of 2.0 in the degree-applicable courses. If  
38       a student accumulates units beyond those required for the degree that lower the  
39       student's cumulative GPA below 2.0, the District may compute the GPA based  
40       solely on those courses used to satisfy the degree requirements, provided that the  
41       coursework used to compute the GPA fulfill all major or area of emphasis and  
42       general education requirements.

43       Courses that meet or exceed the standards of the California Community Colleges  
44       completed at other institutionally accredited institutions shall be counted toward associate  
45       degree unit requirements. A course may not be counted in more than one general  
46       education area, even if the course is approved in multiple general education areas.  
47       Students may use the same course to meet a local general education requirement and to  
48       satisfy a general education requirement at the California State University or the University  
49       of California if that segment accepts the course for this purpose.

50       Students may receive credit for knowledge or skills acquired through a district's  
51       procedures for awarding credit for prior learning.

52       Students who have been awarded a bachelor's degree from an institutionally accredited  
53       institution shall be deemed to have fulfilled the general education course requirements  
54       for the associate degree.

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

57       Students who intend to transfer shall be advised of limitations transfer institutions may  
58       place on the transferability of credits, based on institutional accreditation, course modality,  
59       and any other relevant factors.

60       **Requirements for Certificates of Achievement include:**

- 61       • Successful completion of an organized career/technical curriculum with an  
62       occupational goal of at least 16 units as specified
- 63       • Maintenance of at least a 2.0 GPA in all required courses
- 64       • Minimum of 12 units of study in residence at Cerritos College

65       Shorter credit programs that lead to a certificate may be established by the District.  
66       Content and assessment standards for certificates shall ensure that certificate programs  
67       are consistent with the mission of the District, meet a demonstrated need, are feasible,  
68       and adhere to guidelines on academic achievement.

69       Certificates for which the State Chancellor's approval is not sought may be given any  
70       name or designation deemed appropriate except for certificate of achievement, certificate  
71       of completion, or certificate of competency.

72 The District may obtain approval of a direct assessment competency-based program from  
73 the State Chancellor's office.

74 Office of Primary Responsibility: Vice President, Academic Affairs

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**Date Approved:** August 15, 2007

**Dates Revised:** February 25, 2008; June 18, 2008; June 14, 2018; April 21, 2025

**Date Reviewed:** January 16, 2019