

Academic Affairs

1 **AP 4022 COURSE APPROVAL**

2 **Reference:**

3 Title 5, Section 55100

- 4 • Procedures for submitting for Board approval individual degree-applicable credit
5 courses offered as part of an educational program approved by the State
6 Chancellor’s Office.
- 7 • Procedures for course approval of non-degree-applicable credit courses and
8 degree-applicable credit courses that are not part of a permitted educational
9 program must address at least the following:
 - 10 ○ These courses must be approved by the College Committee on Curriculum.
 - 11 ○ The individuals on the College Committee on Curriculum must have
12 received the training provided for in Title 5, Section 55100
 - 13 ○ Unless modified to properly address the reasons for denial by the State
14 Chancellor’s Office, no courses may be offered that were previously denied
15 separate approval by the State Chancellor’s Office.
 - 16 ○ No student may be permitted to count 18 or more semester units of
17 coursework approved pursuant to this subdivision toward satisfying the
18 requirements for a certificate or other document evidencing completion of
19 an educational program or towards a major or area of emphasis for
20 completion of an associate degree.
 - 21 ○ No group of courses approved pursuant to this subdivision which total 18 or
22 more semester units in a single four-digit Taxonomy of Programs Code may
23 be linked to one another by means of prerequisites or co-requisites.
 - 24 ○ All courses approved must be reported to the State Chancellor’s Office.

25 Office of Primary Responsibility: Vice President, Academic Affairs

Date Approved: February 25, 2008
Date Reviewed: January 16, 2019