



Administrative Procedure 4100 Graduation Requirements for Degrees and Certificates

Reference: *Education Code Section 66746; Title 5, Sections 55002, 55060 et seq.*

The Governing Board of West Hills Community College District shall confer the degree of Associate of Arts or Associate of Science degree upon a student who has demonstrated competence in reading, in written expression and in mathematics, and who has satisfactorily completed at least 60 semester units of degree applicable units, of which 12 units are completed in residency. Commencing in Fall 2009, the West Hills Community College District competency shall be defined as completion of English 1A (Composition and Reading) and Math 63 (Intermediate Algebra) (equivalent or higher course). Coursework requirements must be fulfilled in a curriculum accepted toward the degree by West Hills College Coalinga and West Hills College Lemoore as shown in its catalogs or on the District's website.

Degree applicable coursework is defined at the course level in the West Hills College Coalinga and West Hills College Lemoore catalogs as defined by Title 5, Section 55002(a). Transfer coursework from another institution that meets requirements as defined by Title 5, Section 55002(a) is accepted as degree applicable coursework.

The Associate Degrees require at least 18 semester units in general education courses, a major area of study of at least 18 semester units with all grades of C or above and a grade point average of at least 2.0, and electives to complete 60 semester units and an overall grade point average of at least 2.0.

At least 12 semester units must be completed in residence at West Hills College Coalinga or West Hills College Lemoore.

The general education requirements must include a minimum of 18 units work in the natural sciences, the social and behavioral sciences, humanities, and language and rationality, English composition, communication and analytical thinking.

Ethnic studies will be offered in at least one of the areas required.

Local district requirements are Health Education 35 and students less than 21 years of age on their graduation date must complete at least 2 units of physical education activity courses. These local district requirements shall be waived for all degrees that qualify as associate degrees for transfer per Education Code Section 66746. Associate degrees for transfer are identified in the college catalogs.

Associate degree requirements, which include general education requirements, are listed in the West Hills College Coalinga and West Hills College Lemoore catalogs and on the District's website.

Certificates of achievement require 18 units or more of degree-applicable credit coursework with a grade point average of at least 2.0 in the area of certification, all certificates require grades C or above, a minimum of 12 semester units completed from West Hills College Coalinga and/or West Hills College Lemoore, and all coursework as defined in the college catalogs.

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Shorter credit programs that lead to a local 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 District, meet a demonstrated need, are feasible and adhere to guidelines on academic achievement.

Board approval date: 5/26/09
Revised: 9/27/11