The District grants the degrees of Associate in Arts and Associate in Science to those students who have completed the subject requirements for graduation and who have maintained a 2.0 average in subjects completed. Students must also complete the general education residency and competency requirements set forth in Title 5 regulations.

Students may be awarded a Certificate of Achievement upon successful completion of a minimum of 18 or more semester units of degree-applicable coursework designed as a pattern of learning experiences designed to develop certain capabilities that may be oriented to career or general education. All Certificates of Achievement require completion of an English Composition course. Skills certificates will be awarded to students who acquire a set of occupationally relevant skills through the successful completion of one or more courses as designated in the college catalog.

See Administrative Regulations 3010.

References:
Education Code Section 70902(b)(3); Title 5 Sections 55060 et seq.

Adopted: April 4, 1988
Revised: June 1, 1992
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The Governing Board of Cabrillo College recognizes that the awarding of an associate degree represents more than an accumulation of units. It symbolizes a thoughtful attempt on the part of the college to introduce students to patterns of learning experiences designed to develop specific capabilities and insights. Among these are the ability to think and communicate clearly and effectively both orally and in writing, to use mathematics, to understand the modes of inquiry in the major disciplines, to be aware of other cultures and times, to achieve insights gained through experience and thinking about ethical problems and to develop the means for self-understanding. In addition to these accomplishments, the student should possess sufficient depth in some field of knowledge which will be of lifelong interest and use.

The Governing Board, as authorized by the Board of Governors of the California Community Colleges, will confer the degree of Associate in Arts or Associate in Science upon any student who satisfactorily completes a two-year course of study which has been established for such degree by the college.

An Associate in Arts degree is primarily a liberal arts degree though the major may be in single discipline or related disciplines, a general area, or in liberal arts itself.
The Associate in Science degree is primarily oriented to occupational programs and is
designed and intended for those who seek employment with a 2-year degree. Business
administration, engineering, mathematics and physical or biological science majors may, as
an option, complete either the Associate in Arts or Associate in Science degree
requirements.

Certificates of proficiency shall be conferred after completion of a concentrated course of
study in a particular occupational area. All certificates of proficiency require completion of
an English course, selected from General Education Area A1: Communication and Critical
Thinking.

Skills certificates will be awarded to students who acquire a set of occupationally relevant
skills through the successful completion of one or more courses as designated in the college
catalog.

Departments, with division approval, will recommend major requirements for the Associate
in Science and the Associate in Arts degrees and the requirements for the Certificates of
Proficiency and the Skills Certificates. These requirements are approved by the Curriculum
Committee and Faculty Senate. The Faculty Senate shall forward its recommendation to the
Vice President, Instruction who recommends to the Governing Board and shall be
responsible for directing changes in the college catalog.

The Cabrillo College Governing Board shall approve requirements for graduation. Details
regarding the number of units required in each area and demonstration of competency shall
be provided in the college catalog which shall be consistent with the requirements and
administrative regulations of the college.

Cabrillo College intends all of its graduates to master the competencies required by Title 5
of the California Education Code and to complete the courses required for graduation. The
college recognizes that most disabilities that preclude a student from completing a course
can be overcome by altering the method of course delivery and providing a combination of
appropriate accommodations. Therefore, for most students with documented disabilities, the
first level of accommodation will involve an attempt to complete the course with extra help:
tutorial assistance, auxiliary aids, test accommodations and a slower paced version of the
course are examples of the kinds of assistance Cabrillo College will extend to the student.
For some students with a disability, such accommodations and alterations of course delivery
will not be enough to enable him/her to complete the course. For these students, a course
substitution will be individually considered under the conditions described below. Only in
the most extreme cases will a course waiver be considered.

If a student with a disability has discovered that receiving extra help with a required course
or altering the means of delivery of that course is insufficient to enable him/her to complete
it or if the student can show that his/her disability is of such magnitude that any attempt at
completing the course would be futile, that student may submit a petition to the chair of the
Academic Council who will arrange for that student to meet with a sub-committee of the
Academic Council to determine whether a course substitution or, in the last resort, a course waiver is more appropriate. A course substitution is permissible only if the committee determines the course in question is peripheral to the student’s course of study and that the student has no chance of completing the course even with all the accommodations the college can offer. A waiver will only be considered when there is evidence that the student has met the requirements for substitution and there are no viable alternatives determined by the subcommittee. (“Academic requirements that the District can demonstrate are essential to the program of instruction being pursued by the student or directly related to licensing requirements, will not be regarded as discriminatory.” 34.D.F.R. 104. 44(a)) Note: Students will be informed that a substitution or waiver granted by Cabrillo College may not be recognized by a subsequent educational institution.

**Legal Reference:** Education Code Sections 51985, 55806, 78204 and 78205.

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