



ASSOCIATE DEGREE GRADUATION REQUIREMENTS

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City College of San Francisco is dedicated to the principle that the highest quality education possible be provided to all students. Central to this philosophy is the belief that all students granted an associate degree should be required to study a variety of general breadth courses in addition to those courses which are required by a student's major. These courses shall introduce the student to the languages, the methods of inquiry, and the achievements of the major academic disciplines. Consistent with this philosophy, it is the intent of the College to involve students in the various disciplines in such a way that students will develop an interest in learning that will continue and expand throughout their lives.

Goals of the General Education Program

Through its general education program, the College intends to graduate students who have developed:

- skills in the principles and applications of language toward logical thought, clear and precise expression, and critical evaluation of communication in whatever symbol system the student uses.
- English language and information competency skills so that they can communicate clearly, both orally and in writing; can evaluate what they hear and read; and can acquire, interpret and use information appropriately.
- an appreciation and understanding of the scientific method, of the achievements of at least one of the natural sciences, and of the relationships between the natural sciences and other human activities.
- an appreciation and understanding of the methods of inquiry used in the social and behavioral sciences and of the ways people act and have acted in response to their societies.
- an appreciation and understanding of the ways in which people throughout the ages and in different cultures have responded to themselves and to the world around them through artistic and cultural creation, and have developed aesthetic sensitivity and skills as well as an ability to make informed value judgments.
- an appreciation and understanding of American history and government so that they can be responsible and active citizens.
- an appreciation and understanding of the physical skills and health knowledge essential for mental and physical well-being.
- an appreciation and understanding of the history, culture, and perspective of diverse ethnic groups, of women and of gays, lesbians and bisexuals.

Catalog Rights

City College of San Francisco issues a new catalog yearly. The courses required for a specific degree or certificate may change from one catalog to the next and often change during a student's tenure. For the purposes of meeting degree or certificate requirements based on catalog rights, students may elect to meet the requirements of either:

- The catalog which was in effect at the time the student began his/her course work at City College of San Francisco, or
- Any catalog that is or has been in effect during the time that the student has maintained continuous enrollment before graduation with the associate degree.

Students maintain catalog rights through continuous enrollment at City College of San Francisco prior to graduation with the associate degree. Continuous enrollment is defined as enrollment in at least one course per academic year (fall or spring semester only). Any of the following academic record symbols (A-F, P, NP, I, UG, IP, RD, W and

MW) shall constitute continuous enrollment. Documented military or medical leave, not exceeding two years, will not be considered an interruption of enrollment. If an interruption in enrollment occurs, or if the student completes the associate degree, catalog rights are re-established based on the date of re-enrollment. Catalogs from years prior to re-enrollment are no longer available once an interruption in enrollment or completion of the associate degree occurs. Students planning to transfer to a four-year institution are advised to review that institution's catalog for "rights" accorded community college transfers. City College of San Francisco reserves the right to not offer course work which has been offered in the past.

**Students who initially enroll in summer session may claim catalog rights for the preceding academic year. Likewise, students who re-enroll in summer session after an interruption in continuous enrollment may also claim catalog rights for the preceding academic year.*



Graduation Requirements

A student may be graduated from City College of San Francisco by satisfying the requirements established by the Board of Governors of the California Community Colleges, the Governing Board of the San Francisco Community College District, and the faculty of the College. Two paths are available:

Option 1. CCSF Associate Degree

CCSF offers the Associate in Arts (AA) and Associate in Science (AS) degree. Students must complete the CCSF General Education requirements, the major requirement, 60 degree-applicable units, and other graduation requirements.

Option 2. CCSF Associate Degree for Transfer

CCSF offers Associate in Arts for Transfer (AA-T) and the Associate in Science for Transfer (AS-T) degrees. Students must complete the requirements listed below, including completion of either the CSU General Education or IGETC requirements, the major requirement, and 60 degree-applicable and CSU transferable units.

The following chart summarizes the two options. Details on the specific requirements of these two options follow the chart.

Associate Degree Graduation Requirements Overview

	Option 1: CCSF Associate Degree Associate in Arts (AA) or Associate in Science (AS)	Option 2: CCSF Associate Degree for Transfer Associate in Arts for Transfer (AA-T) or Associate in Science for Transfer (AS-T)
1. General Education	Completion of City College of San Francisco General Education pattern, Areas A-H.	Completion and certification of California State University (CSU) General Education pattern, Areas A-E or Completion and certification of the IGETC pattern, Areas 1-6 (CSU Transfer: Complete IGETC Areas 1-5; UC Transfer: Complete IGETC Areas 1a, 1b and 2-6). Advisory Note: Students transferring to CSU are strongly encouraged to complete the CSU American Institutions and U.S. History requirement. Note: Details of IGETC and CSU GE requirements are in the Transfer Information section of the Catalog.
2. Mathematics	Satisfactory math placement score, or completion of an approved math course, or satisfactory score on SAT, ACT, or Advanced Placement (AP) exam.	Completion of Area B4 of the CSU General Education pattern, or Area 2 of the IGETC pattern.
3. Major	Completion of a major program specified by the department; or completion of 18 semester units in one of the four Liberal Arts and Sciences Areas of Emphasis.	Completion of an AA-T or AS-T program as specified by the department.
4. Units	A minimum of 60 semester units of degree applicable courses.	A minimum of 60 semester units that are both degree applicable and CSU transferable. Advisory Note: Students planning to transfer to UC must have 60 UC-transferable units to meet UC Admission requirements.
5. Grade Point Average	Cumulative grade point average of at least 2.0, including a grade of C or higher in each course taken towards the Major Requirement.	
6. Residence	Completion at CCSF a minimum of 12 degree applicable semester units required for graduation.	
Petitioning for the Associate Degree	Submission of a Petition for Graduation Form to the Office of Admission and Records by the deadline.	

CCSF Associate Degree

1. General Education Requirements

General educational courses are required in the following areas:

- A. communication and analytical thinking,
- B. written composition and information competency,
- C. natural sciences,
- D. social and behavioral sciences,
- E. humanities,
- F. United States history and government,
- G. health knowledge and physical skills, and
- H. ethnic studies, women's studies, and lesbian, gay, bisexual and transgender studies.

Most general education areas require a minimum of 3 semester units of coursework. However, a 4 quarter-unit course (transferred in from another college) may be used to satisfy a 3-semester-unit general education area. Students transferring in quarter-unit courses must complete, at minimum, the total numerical equivalent of 18 semester units (e.g., 27 quarter units) of general education coursework.

The requirement in each of the areas may be satisfied in any semester in which the student is in attendance, subject to the satisfaction of prerequisites.

Students satisfy the information competency requirement by successfully completing the Area B: Written Composition requirement, which includes teaching and assessment of specific information competency skill areas. Students who transfer in with a course approved as equivalent to English 1A have met this requirement.

A course listed in more than one of the areas may be offered in satisfaction of the requirement in only one of those areas. Exception: If an Area H course selected is also listed in Areas A through G, the course may be used to satisfy this requirement and one other area.

The student may satisfy the requirement for a general education course or courses by offering credit earned by examination, provided that he has earned that credit in conformance with the College regulations governing credit granted in this manner.

Area A: Communication and Analytical Thinking Requirement

Upon completion of this coursework, a student will be able to:

1. use the principles and application of language toward logical thought
2. demonstrate clear and precise expression
3. critically evaluate communications in whatever symbol system the student uses

To satisfy the graduation requirement in Communication and Analytical Thinking, the student must complete **at least three semester units** from the following courses.

American Sign Language 1A, 1B, 2A;
 Business English 74, 76
 Business Mathematics 68
 Career Development 60
 Chinese 1, 1A, 1B, 2, 2A, 2B, 3, 3A, 3B, 4, 4A, 4B, 10A, 10B, 10C, 12A, 12B, 12C, 14A, 14B, 14C, 16, 30A, 30B, 31A, 31B, 32, 38
 Computer Networking and Information Technology 131, 132
 Computer Science 100, 101, 110A, 111A, 112A, 113A, 130A, 131A, 132A, 150A, 151A, 155A
 Design 110
 Economics 5
 Engineering 38

Engineering Technology 50
 English as a Second Language 79
 French 1, 1A, 1B, 2, 2A, 2B, 3, 3A, 3B, 4, 10A, 10B, 10C, 10D, 10E, 11A, 11B, 15A, 15B, 22
 German 1, 1A, 1B, 2, 2A, 2B, 3, 3A, 3B, 4, 4A, 4B, 10A, 10B, 10C, 10D, 11A, 11B
 Interdisciplinary Studies 50
 Italian 1, 1A, 1B, 2, 2A, 2B, 3A, 3B, 4A, 4B, 10A, 10B, 10C, 10D, 15A, 15B
 Japanese 1, 1A, 1B, 2, 2A, 2B, 3, 3A, 3B, 4, 4A, 4B, 10A, 10B, 10C, 16, 17, 18, 19, 20
 Journalism 19, 26
 Latin American and Latino/a Studies 5
 Learning Assistance 50
 Library Information Technology 51
 Mathematics 70, 75, 80, 90, 92, 95, 97, 100A, 110A
 Music 3A, 29
 Philosophy 2, 4, 12A, 40
 Pilipino 1, 2, 10A, 10B, 10C
 Psychology 5
 Russian 1, 1A, 1B, 2, 2A, 2B, 3A, 3B, 10A, 10B, 10C, 10D, 15A, 15B, 16A, 16B, 21, 21A, 21B, 22, 22A, 22B
 Spanish 1, 1A, 1B, 2, 2A, 2B, 3, 3A, 3B, 5, 5S, 6, 6A, 6B, 7, 10A, 10B, 10C, 10D, 31, 31A, 31B, 32A, 32B
 Speech 1A, 3, 4, 6, 11, 12, 20
 Supervision and Business Management 234
 Visual Media Design 112

Area B: Written Composition Requirement

Upon completion of this coursework, a student will be able to:

1. read critically to annotate, analyze, synthesize, and evaluate primarily non-fiction, college-level texts.
2. compose organized and coherent source-based essays that demonstrate critical thinking and rhetorical strategies.
3. demonstrate control over all major conventions of standard English grammar and punctuation.
4. select and integrate reliable, credible, and scholarly sources to support essays, using a standardized citation format.

The student may satisfy the graduation requirement in Written Composition and information competency in either of these two ways:

1. Completing English 1A with a grade of C or higher
2. Scoring:
 - 3, 4 or 5 on the Advanced Placement Examination in Language & Composition; or
 - 3, 4 or 5 on the Advanced Placement Examination in Literature and Language.

While English 1A satisfies this requirement, students intending to transfer to a four-year institution may need to complete an additional critical thinking course.

Area C: Natural Sciences Requirement

Upon completion of this coursework, a student will be able to:

1. apply scientific inquiry and investigation of evidence to critically evaluate scientific arguments
2. communicate scientific ideas and theories effectively
3. apply scientific principles, theories, or models to explain the behavior of natural phenomena
4. apply scientific knowledge and reasoning to human interaction with the natural world and issues impacting society

To satisfy the graduation requirement in the Natural Sciences, the student must complete **at least three semester units** from the following courses.

Anatomy 14, 25
 Anthropology 1
 Astronomy 1, 4, 16*, 17, 18, 19
 Biology 9, 11, 12, 14, 15, 31, 32, 33, 40, 61, 100B
 Biotechnology 115, 120
 Chemistry 32, 40, 101A, 103A, 110
 Ecology 10, 20
 Energy 3
 Genetics 10
 Geography 1, 31
 Geology 10, 11, 30
 Microbiology 10, 12, 51*
 Nutrition 12, 51*, 52
 Oceanography 1
 Ornamental Horticulture 76, 77
 Paleontology 1
 Physical Science 11
 Physics 2A, 4A, 10, 20, 40, 41
 Physiology 1, 12, 67
 Sustainability 31
 Zoology 10

*Only partially satisfies the number of units required for this area

Area D: Social and Behavioral Sciences Requirement

Upon completion of this coursework, a student will be able to:

1. exhibit an understanding of the methods of inquiry used by the social and behavioral sciences.
2. critically evaluate the ways people act, think, and feel in response to their societies or cultures.
3. analyze how societies and/or social subgroups operate.

To satisfy the graduation requirement in the Social and Behavioral Sciences, the student must complete **at least three semester units** from the following courses.

Academic Achievement Personal Success 100
 Administration of Justice 57, 59, 67
 African American Studies 30, 40, 55, 60
 American Civilization 11A
 American Studies 5
 Anthropology 2, 3, 3AC, 4, 8, 11, 12, 15, 20, 25
 Asian American Studies 8, 22, 27, 35, 40, 42, 61*, 63
 Broadcast Electronic Media Arts 104
 Child Development 53, 67, 68
 Economics 1, 3, 6, 15, 20, 25, 30
 Fashion 28
 Geography 3, 4, 7
 Health Education 10, 30, 36, 48, 54, 97, 221, 231
 History 1, 4A, 4B, 5, 9, 12A, 12B, 15A, 15B, 17A, 17B, 18A, 18B, 20, 21, 31, 34, 35A, 35B, 37, 41A, 41B, 45, 48, 49
 Interdisciplinary Studies 7, 17, 29, 30, 31, 37, 45, 80A*, 80C*, 80D*, 80E*, 80F*, 80G*, 81B*
 Labor and Community Studies 15, 70A, 70B, 88, 96C
 Latin American and Latino/a Studies 1, 9, 10, 11, 13, 14, 15
 Lesbian/Gay/Bisexual/Transgender Studies 5, 9, 10, 21, 24, 50
 Philippine Studies 20, 30
 Physical Education 13
 Political Science 1, 2, 3, 4, 5, 12, 18, 22, 25, 43, 45
 Psychology 1, 4, 10, 11, 14*, 15*, 17*, 21, 23, 25, 26, 32, 40

Sociology 1, 2, 3, 25, 35
 Speech 5
 Women's Studies 25

*Only partially satisfies the number of units required for this area.

Area E: Humanities Requirement

Upon completion of this coursework, a student will be able to:

1. exhibit an understanding of the ways in which people in diverse cultures and eras have produced culturally significant works.
2. communicate effectively the meanings and intentions of creative expression.
3. use analytical techniques to assess the value of human creations in meaningful ways.
4. demonstrate an understanding of the human condition through language, reasoning, or artistic creation.

To satisfy the graduation requirement in the Humanities, the student must complete **at least three semester units** from the following courses.

African American Studies 55
 American Civilization 11A
 Architecture 31A, 31B, 32
 Art 101 through 109, 118, 125A, 126, 130A, 140A, 146A, 160A, 170A, 180A
 Asian American Studies 6, 10, 20, 30
 Asian Studies 11
 Broadcast Electronic Media Arts 103
 Chinese 1, 1A, 1B, 2, 2A, 2B, 3, 3A, 3B, 4, 4A, 4B, 10A, 10B, 10C, 12A, 12B, 12C, 14A, 14B, 14C, 16, 30A, 30B, 31A, 31B, 32, 33, 36, 38, 39
 Cinema 18, 20A, 20B, 21, 22, 23A
 Classics 35
 Dance 30, 32
 Design 101, 105, 110
 English 30A, 30B, 43, 44A, 44B, 48C, 48K, 52, 57, 58
 Fashion 23
 French 1, 1A, 1B, 2, 2A, 2B, 3, 3A, 3B, 4, 10A, 10B, 10C, 10D, 10E, 11A, 11B, 15A, 15B, 22, 41, 42
 German 1, 1A, 1B, 2, 2A, 2B, 3, 3A, 3B, 4, 4A, 4B, 10A, 10B, 10C, 10D, 11A, 11B
 History 4A, 4B, 15A, 15B, 18A, 18B, 20, 31, 34, 35A, 35B, 37, 48
 Humanities 7, 8, 11, 12, 20, 25, 41A, 41B, 48
 Interdisciplinary Studies 3, 4, 14, 27A, 27B, 29, 30, 36, 42, 46, 47
 Interior Design 138
 Italian 1, 1A, 1B, 2, 2A, 2B, 3A, 3B, 4A, 4B, 10A, 10B, 10C, 10D, 15A, 15B
 Japanese 1, 1A, 1B, 2, 2A, 2B, 3, 3A, 3B, 4, 4A, 4B, 10A, 10B, 10C, 16, 17, 18, 19, 20, 39
 Labor and Community Studies 104A
 Latin American and Latino/a Studies 1, 14
 Lesbian/Gay/Bisexual/Transgender Studies 11, 12, 15, 18, 20, 55, 77
 Music 21, 22C, 23, 24, 25, 26, 27A
 Philippine Studies 30
 Philosophy 2, 4, 25A, 25C
 Photography 50A, 50B, 51, 100
 Pilipino 1, 2, 10A, 10B, 10C, 39A, 39B
 Russian 1, 1A, 1B, 2, 2A, 2B, 3A, 3B, 10A, 10B, 10C, 10D, 15A, 15B, 16A, 16B, 21, 21A, 21B, 22, 22A, 22B, 41
 Spanish 1, 1A, 1B, 2, 2A, 2B, 3, 3A, 3B, 5, 5S, 6, 6A, 6B, 7, 10A, 10B, 10C, 10D, 31A, 31B, 32A, 32B
 Speech 5, 8, 38
 Theatre Arts 30, 31, 32, 150A
 Visual Media Design 101, 110, 112
 Women's Studies 10, 20

Area F: United States History and Government Requirement

Upon completion of this coursework, a student will be able to:

1. examine, summarize, and evaluate American history
2. examine, summarize, and evaluate American government
3. examine and understand the importance of participating in civic duties and responsibilities based on historical and political precedent

To satisfy the graduation requirement in United States History and Government, the student must complete **at least three semester units** from the following courses.

African American Studies 60
 American Civilization 11A
 Asian American Studies 20
 History 1, 9, 12A, 12B, 17A, 17B, 21, 41A, 41B, 45
 Labor and Community Studies 70A, 70B
 Latin American and Latino/a Studies 1
 Political Science 1

Area G: Health Knowledge (G1) and Physical Skills (G2) Requirement

Upon completion of this coursework, a student will be able to:

1. examine, summarize, and value health information essential for mental and physical well being.
2. examine, summarize, and value the physical skills essential for mental and physical well being.

To satisfy the graduation requirement (1–3 units) in Physical Skills and Health Knowledge a student must complete **one course from area G1 and one course from area G2**. If in fulfilling this requirement a student selects courses which total more than three units, the additional units may be counted towards the 60-unit graduation requirement.

Area G1

Anatomy 14
 Child Development 107
 Culinary Arts and Hospitality Studies 244
 Health Education 10, 25, 27, 33, 36, 48, 53, 54, 97, 171, 176, 177, 221
 Interdisciplinary Studies 17
 Nutrition 12, 51, 52
 Physical Education 14, 20

Area G2

Dance 34A, 100–200
 Disabled Students Programs and Services 20
 Emergency Medical Technician 12, 14
 Fire Science 17
 Health Education 50, 67, 91M
 Physical Education 200–300
 Physical Education Athletics 60–100
 Psychology 9, 17
 Women's Studies 55

The general education graduation requirement for Area G, Health Knowledge and Physical Skills, may be waived for those students in career technical or occupational education programs who have completed thirty semester units at the College. A petition must be filed with the program adviser, or the person who maintains the students' official file. Approval is based upon the hardship imposed by the number of units required by the career technical program. The Vice Chancellor of Academic Affairs or his/her designee, shall review the approved petition. The petition and review processes are to be com-

pleted no later than the end of the semester prior to the semester in which the student graduates. The waiver applies only to students who are petitioning for the Associate Degree with a career technical major.

Area G1 may be waived upon successful completion of a competency examination. Students should contact their counselor or program adviser for additional information.

The Area G2 Physical Skills graduation requirement may be waived for those students who have completed one year or more of active duty in any of the Armed Forces of the United States and who present official documentation of this service to the CCSF Office of Veterans Educational Benefits.

Area H: Ethnic Studies (H1), Women's Studies (H2), and Lesbian, Gay, Bisexual, and Transgender Studies (H3)

Upon completion of this coursework, a student will be able to:

1. analyze the historical and cultural/aesthetic experiences of women, different ethnic/racial groups, or lesbian, gay, bisexual, and/or transgender persons
2. compare and contrast the values, attitudes, modes of creative expression, and/or dynamics of interpersonal interactions of people from diverse ethnic/racial groups, women, or lesbian, gay, bisexual, and/or transgender persons
3. analyze relationships of power within or between different social groups
4. use ethical reasoning and/or cultural, political, or social awareness in order to be effective citizens participating in a diverse world

To satisfy the graduation requirement in Ethnic Studies (H1), Women's Studies (H2), and Lesbian, Gay, Bisexual and Transgender Studies (H3), the student must complete **at least three semester units** from Area H1, H2, or H3. **If the course(s) selected is (are) also listed in Areas A through G, the course(s) may be used to satisfy this requirement and one other area.**

Area H1 (Ethnic Studies)

Administration of Justice 67
 African American Studies 30, 40, 55, 60
 Anthropology 3AC, 11, 12, 15
 Art 104, 105, 106, 107, 146A
 Asian American Studies 6, 8, 10, 20, 22, 27, 30, 35, 40, 42, 63
 Asian Studies 11
 Broadcast Electronic Media Arts 104
 Child Development 93
 Chinese 39
 Dance 32
 Economics 30
 English 57, 58
 Health Education 50
 History 9, 15A, 15B, 18A, 18B, 20, 21, 34, 35A, 35B, 37, 41A, 41B, 48
 Humanities 48
 Interdisciplinary Studies 14, 27A, 27B, 29, 30, 36, 37, 40, 42, 45, 46, 80A*, 81B*
 Japanese 39
 Labor and Community Studies 15
 Latin American and Latino/a Studies 1, 9, 10, 11, 13, 14, 15
 Lesbian/Gay/Bisexual/Transgender Studies 9
 Music 21, 23, 24, 25, 26
 Philippine Studies 20, 30
 Pilipino 39A, 39B
 Political Science 12, 18

Psychology 23
Speech 5

*Only partially satisfies the number of units required for this area

Area H2 (Women's Studies)

African American Studies 60
Anthropology 25
Art 108
Asian American Studies 35
Broadcast Electronic Media Arts 105
Economics 25
English 57, 58
Health Education 25
History 12A, 12B
Humanities 25
Interdisciplinary Studies 31, 80C*, 80G*
Latin American and Latino/a Studies 10
Lesbian/Gay/Bisexual/Transgender Studies 21
Psychology 25
Sociology 25
Speech 8
Supervision and Business Management 236
Women's Studies 10, 20, 25, 54, 55

*Only partially satisfies the number of units required for this area

Area H3 (Lesbian/Gay/Bisexual/Transgender Studies)

Anthropology 20
Child Development 76
Economics 20
Health Education 25, 27, 67, 95*
History 45
Interdisciplinary Studies 80D*
Latin American and Latino/a Studies 9
Lesbian/Gay/Bisexual/Transgender Studies 5, 9, 10, 11, 12, 15, 18, 20, 21, 24, 27C, 50, 55, 77

*Only partially satisfies the number of units required for this area

CCSF Associate Degree 2. Mathematics Requirement

Upon completion of this coursework, a student will be able to:

- apply mathematical concepts through numerical, symbolic, graphical, and verbal methods to interpret quantitative information, solve problems, and communicate results.

The student may satisfy the graduation requirement in mathematics in any one of the following five ways:

1. Achieving a score on a CCSF mathematics placement examination that places the student into a course at a level higher than MATH 60 Intermediate Algebra. (See the Test Retake Policy in the Admissions section of the catalog for information about retaking the placement test.)
2. Completing with a grade of "C" or higher MATH 60 (formerly MATH 860), or MATH 50 (formerly 850), or MATH 55 (formerly 855), or ET 108B/CDEV 108B, or ET 50, or PSYC 5, or ECON 5, or LALS 5, or PHIL 12A. Mathematics department courses at a level higher than MATH 60 also satisfy this requirement.
3. Completing at an accredited college with a grade of "C" or higher any mathematics course equivalent to MATH 60, or equivalent to a higher level CCSF mathematics course.

4. Scoring:
 - 550 or higher on the Mathematics Section of the SAT Reasoning Test, or
 - 550 or higher on the SAT Subject Test in Mathematics (Level 1 or Level 2), or
 - 550 or higher on the Quantitative Section of the Graduate Record Examination (GRE), or
 - 23 or higher on the mathematics section of the American College Test (ACT), or
 - 3, 4, or 5 on the Advanced Placement Examination in Calculus AB or Calculus BC or Computer Science AB or Statistics, or
5. Achieving either one of the following Early Assessment Program (EAP) results:
 - "Ready for mathematics college-level coursework," or
 - "Conditionally ready for mathematics college-level coursework" AND a grade of "C" or higher in two semesters of a CSU-approved senior-year high school mathematics course.

CCSF Associate Degree 3. Major Requirement

A student must complete a major in one of the following two ways. Courses taken to complete this requirement must be completed with a final grade of "C" or higher, or "P" if taken Pass/No Pass:

- a. completion of 18 or more semester units in an Area of Emphasis of the Liberal Arts and Sciences degree program described in the Programs and Courses section of this catalog. The four areas of emphasis are:
 - Arts and Humanities
 - Communication
 - Science and Mathematics
 - Social and Behavioral Sciences
- or
- b. completion of the 18 or more semester units in a curriculum specified by the department as indicated in the Programs and Courses section of this catalog.

CCSF Associate Degree 4. Unit Requirement

To satisfy the unit requirement for graduation, the student must complete a minimum of 60 semester units of college-level (degree applicable) work that include the courses and units

- a. required for the student's major, and
- b. specified in the general education requirements described above.

CCSF Associate Degree 5. Grade-Point Requirement

To satisfy the grade-point requirement for graduation, a student must maintain a cumulative grade point average of at least 2.0 in all associate degree applicable courses at City College of San Francisco. Unless otherwise noted (as in Written Composition Requirement and Major Requirement), it is not necessary to receive a grade of "C" or better in each course, but the overall grade point average in degree applicable courses must be at least 2.0. The student must also have at least a 2.0 combined grade point average which includes the cumulative grade

point average for all associate degree applicable courses at City College of San Francisco combined with the grade point average of all transferable units completed at other accredited postsecondary institutions.

CCSF Associate Degree 6. Residence Requirement

The student may satisfy the residence requirement for graduation by completing at City College of San Francisco a minimum of 12 of the 60 degree applicable semester units required for graduation.

CCSF Associate Degree for Transfer 1. General Education Requirements

Students satisfy the general education requirements for the Associate Degree for Transfer by completing and obtaining certification of one of the following two options:

- California State University (CSU) General Education pattern, Areas A-E
- IGETC pattern, Areas 1-6
 - CSU Transfer: Complete Areas 1-5
 - UC Transfer: Complete Areas 1a, 1b and 2-6

These requirements are outlined in the Transfer Information section of the catalog. Students transferring to CSU are strongly encouraged to complete the CSU American Institutions and U.S. History requirement.

CCSF Associate Degree for Transfer 2. Mathematics Requirement

Students satisfy the Mathematics requirement for the Associate Degree for Transfer by completing one of two options, concurrent with their completion of the General Education requirements noted above:

- Completion of Area B4 of the CSU General Education pattern
- Completion of Area 2 of the IGETC pattern

CCSF Associate Degree for Transfer 3. Major Requirement

Students satisfy the major requirement for the Associate Degree for Transfer by completing 18 or more units in a curriculum specified by the department. Courses taken to complete this requirement must be completed with a final grade of "C" or higher. Specific requirements are listed in the Programs and Courses section of the catalog.

CCSF Associate Degree for Transfer 4. Unit Requirement

To satisfy the unit requirement for graduation, the student must complete a minimum of 60 semester units that are both CCSF degree applicable and CSU transferable. This includes the courses and units

- a. required for the student's major, and
- b. specified in the general education requirements described above.

Advisory Note: Students planning to transfer to UC must have 60 UC-transferable units to meet UC Admission requirements.

CCSF Associate Degree for Transfer 5. Grade-Point Requirement

To satisfy the grade-point requirement for graduation, a student must maintain a cumulative grade point average of at least 2.0 in all CSU transferable courses at City College of San Francisco and any other institution. While it is not necessary to receive a grade of "C" or better in each course, the overall grade point average in degree applicable

courses must be at least 2.0. However, each course taken to satisfy the major requirement must be completed with a final grade of C or higher.

CCSF Associate Degree for Transfer 6. Residence Requirement

The student may satisfy the residence requirement for graduation by completing at City College of San Francisco a minimum of 12 of the 60 units required for graduation.

Petitioning for the Associate Degree

Students seeking the Associate in Arts, the Associate in Science, Associate in Arts for Transfer, or Associate in Science for Transfer must complete and submit a Petition for Graduation Form to the Admissions and Records Office on or before the dates specified in the Calendar of Instruction.

Students should not petition for the Associate Degree until all the requirements are met or about to be satisfactorily completed in the current school term. Students are requested to review the completion of all requirements with their counselor or advisor prior to submitting the Petition for Graduation Form.

Students completing the graduation requirements during the academic year (including the preceding and following summers) are invited to participate in the commencement ceremony which takes place once a year each May. For information on Commencement Ceremony participation, please see the CCSF Student Affairs website.

Multiple Majors/Multiple Degrees

Students may graduate with multiple majors or earn multiple degrees at City College. Multiple majors are considered to be the completion of more than one program of study (major) prior to graduation with the associate degree. Multiple degrees are the attainment of an additional degree after the student has already completed an associate degree or higher.

Multiple Majors

Students may earn an associate degree in more than one major providing:

1. Minimum requirements have been met for each major;
2. The majors are available in the same catalog year;
3. The majors are not in the same discipline, in the case where both the Associate Degree (AA/AS) and Associate Degree for Transfer (AA-T/AS-T) are offered; and
4. General education and all other graduation requirements in that same catalog year have been met.

Courses used to fulfill the requirements of one major may be used to meet the requirements of an additional major. Courses used to meet major requirements may be applied to general education requirements as well. The general education courses used to satisfy graduation requirements for one major may also be applied to additional majors.

For multiple majors, a single diploma with all majors listed will generally be issued. If one major leads to an Associate in Arts and another to the Associate in Science, two diplomas will be issued.

Multiple Degrees

Students who already possess an associate degree from City College of San Francisco may be awarded an additional degree upon completion of the following:

1. All requirements for the major in a different discipline or all the requirements for the Associate Degree for Transfer

(AA-T/AS-T) even if the student previously earned an associate degree (AA/AS) in the same discipline;

2. General education requirements for the catalog in effect when the student re-enrolls (subsequent to graduation with the associate degree) and for which the student maintains catalog rights; and
3. All other City College graduation requirements. Previous coursework may be used to meet the new major and general education requirements.

Catalog rights end upon completion of the Associate Degree (AA, AS, AA-T, or AS-T). If the student did not meet the requirements of the additional degree prior to graduation, catalog rights for the additional degree will begin after the previous degree was awarded.

Students who possess an associate degree or higher from another regionally accredited college or university may earn an associate degree from City College upon completion of the following:

1. All requirements for the major in a different discipline or all the requirements for the Associate Degree for Transfer (AA-T/AS-T) even if the student previously earned an associate degree (AA/AS) in the same discipline;
2. General education requirements for the catalog in effect when the student enrolls and for which the student maintains catalog rights; and
3. All other City College graduation requirements. Previous coursework may be used to meet the new major and general education requirement.

Certificate Programs

Types of Certificate Programs

City College of San Francisco offers both credit and noncredit certificated programs of study.

Certificate Curricula — Credit

City College offers two types of credit certificates, Certificates of Achievement and Certificates of Accomplishment, which prepare students for entry-level employment or further study, add special knowledge and skills to existing occupational competence, or mark an accomplishment in a particular area.

A Certificate of Achievement is a sequence of courses usually consisting of 18 or more units of degree-applicable coursework that has been approved by the State Chancellor's Office. Students who successfully petition for a Certificate of Achievement will have the name of the certificate appear on their transcript.

A Certificate of Accomplishment is a sequence of courses consisting of fewer than 18 units of degree-applicable coursework. Students who successfully petition for a Certificate of Accomplishment will not have the name of the certificate appear on their transcript.

Credit that students earn in a certificate curriculum may also be used toward satisfaction of the requirements for graduation from the College with an associate degree.

Certificate Curricula — Noncredit

City College offers two types of noncredit certificates, Certificate of Completion and Certificate of Competency, which prepare students for entry-level employment or further study. A Certificate of Completion is a sequence of courses designed to prepare students to progress in a career path or to undertake degree-applicable or non-degree applicable credit courses. A Certificate of Competency is a sequence of courses preparing students to demonstrate achievement in a set of competencies that prepares the student to progress in a career path or to undertake degree-applicable or non-degree applicable credit courses.

Some noncredit certificate programs meet required guidelines for student financial assistance.

Petitioning for Certificate Programs

Students who have fulfilled the certificate program course requirements as stated in the CCSF college catalog may petition to receive their certificate. Petitions are available at the Admissions and Records Office, Conlan Hall, Room 107. Petitions should be submitted by the deadline posted in the Calendar of Instruction. Information: (415) 239-3046

The guidelines for petitioning for certificate programs are as follows:

- Students should discuss the curriculum requirements with their program advisor or department chair to assure that all program requirements are met.
- Students should submit a petition before the deadline indicated in the current College Catalog or Schedule of Classes.
- Students who are applying for multiple certificates should complete separate petitions for each.
- Students who wish to use courses taken at another college or university or substitute other equivalent CCSF courses for required certificate courses must have the department chair or faculty advisor complete and sign the appropriate areas of the petition form.

If a certificate petition is denied because of unmet requirements, consult the College Catalog for the catalog rights year being claimed. Students needing further clarification should contact the department chair or a faculty advisor. DO NOT call the Office of Awards and Certificate Evaluations or the Admissions and Records Office to request a waiver of requirements. The requirements for Certificates have been established by the faculty and the administration and approved by the Governing Board. The Admissions and Records Office does not have the authority to change or waive any of the requirements.

Commencement Ceremony

The CCSF Commencement Ceremony takes place every Spring semester in May at the end of the academic year. Students completing their Associate Degree within that academic year (from the previous Summer, Fall, & current Spring term) are welcome to register and participate in the ceremony. Students should not petition for the Associate Degree until all the requirements are met or are about to be satisfactorily completed in the current school term.

Commencement registration is available online starting in the Spring Semester. In order to participate in the Commencement Ceremony, all graduates must be registered NO later than the designated Spring term deadline. Every effort is made to ensure that all graduating students who register before the designated deadline are listed in the Commencement program. Students who do not register for the Commencement Ceremony before the deadline will not have their name listed in the Commencement program. The College has a printing approval deadline that will preclude inclusion of late registrants. However, please be aware of the following information:

- By law, students who have requested privacy protection for their academic records at any time will *not* have their name published in the program, unless they indicate on their commencement registration form that they desire their name to be included.
- Students whose names are not included in the printed program will still be individually recognized by name as they cross the commencement stage.

Students graduating with Honors, High Honors, or Highest Honors status shall have a special notation next to their name in the program.

This information must show on the official school records at the time of registration to be included.

Commencement packages as well as other commencement related items are available for purchase at the CCSF Bookstore, Ocean Campus. As an alternative, the Cap and Gown Loan Program, which was founded in Spring 2008, loans caps & gowns to graduating students with financial need on a first come, first served basis.

All commencement related information including important links, forms, and deadlines is updated and released annually in the Commencement Circular which can be found online at <http://www.ccsf.edu/commencement> at the beginning of each Spring term.