SECTION 4

GRADUATION AND DEGREE REQUIREMENTS
CATALOG RIGHTS

The catalog sets forth graduation requirements for achieving an associate degree, and these requirements may change from one catalog to the next. Catalog rights mean that those requirements stated in the current catalog when the student enrolls will remain in effect through the semester in which the student completes a program. Catalog rights are established for any semester that a student is in attendance. The specific catalog employed toward graduation requirements and all implied rights cease after two consecutive semesters of nonattendance. All requirements must be taken from a single catalog and those requirements begin in the fall. State of California and federal law, as well as College of Marin board policy, shall take precedence over catalog rights. Students not enrolled when applying for a degree or Certificate of Achievement must use the current catalog.

GRADUATION REQUIREMENTS

The Associate in Arts (A.A.) degree or Associate in Science (A.S.) degree will be awarded to any student in good standing upon satisfactory completion of all of the following seven requirements:

Units
The Associate in Arts (A.A.) degree or the Associate in Science (A.S.) degree require a minimum of 60 lower division units to include all the requirements indicated below and any additional elective units needed to satisfy the 60 unit minimum. Courses numbered 0-99 are not applicable to the associate degree.

Major Requirement
At least 18 units of study must be taken in a single discipline or related disciplines as indicated in this College of Marin catalog. See the list of approved majors following this section.

Scholarship
An overall grade point average (G.P.A.) of 2.0 (C average) in all degree-applicable courses (numbered 100 and above) taken at College of Marin and in all acceptable lower division courses transferred from other colleges. The student must be in good standing at the college.

Residence
Successfully complete at least 12 units in the major requirements at the College of Marin.

Mathematics Proficiency
One of the following options:
• A satisfactory score on the Math Assessment Test, i.e., eligibility for a level beyond Intermediate Algebra (Math 103) or
• Completion of Intermediate Algebra (Math 103 or Math 103A plus 103B or Math 103X plus 103Y) with a grade of C or higher.

General Education
A minimum of 19 units of general education is required for the A.A. or A.S. degree. See general education categories and course listings below.

Note: One of the general education courses must be a cross-cultural studies course. Most cross-cultural studies courses will satisfy the Cross-Cultural Studies Requirement and one other general education requirement. If a cross-cultural studies course is not found in another general education category, then additional units of general education are needed to meet the A.A. or A.S. degree. Likewise, courses counted for two general education requirements may not be used to fulfill a major requirement.

Application for Graduation
It is the student’s responsibility to submit an Application for Graduation by making an appointment with a counselor in the Counseling Department. All official transcripts from other colleges must be available in the Counseling Office by the application deadline date. All petitions and waivers must be attached to the application form by the deadline date. (See a class schedule or Section One of this catalog for those dates.)

AWARDING A DEGREE OR CERTIFICATE OF ACHIEVEMENT

Upon completion of all degree or certificate requirements as specified in this catalog, a student may qualify for more than one degree or certificate, provided that 12 of the required units for the major are not applied toward any other major and are completed at the College of Marin.

A student who receives a Certificate of Achievement may subsequently complete requirements and earn a degree in the same discipline, since the degree represents a higher level of accomplishment. A Certificate of Achievement in a discipline will not be granted after receipt of a degree in the same discipline. A student, who at the time of applying is eligible for a degree, will not be issued a certificate. Degrees and certificates are not awarded retroactively.

GENERAL EDUCATION

GENERAL EDUCATION PHILOSOPHY

Every College of Marin graduate will have a broad education introducing the student to knowledge and the means through which human beings understand their world. General education courses foster this understanding by developing the student’s ability to think, and by stressing the interdependency of cultures and disciplines. The courses facilitate analysis, criticism, and synthesis, and require extensive reading, speaking, and writing. They emphasize participation, and encourage the student to experiment with modern technology. General education courses are designed to broaden the student’s view of self, society, and the world, and to prepare the student to be an active, ethical participant in life.

Courses in general education will provide the student with the opportunity to:
• Read, write, and speak competently.
• Perform proficiently in mathematics, analytical thinking, and abstract logical thinking.
• Acquire a general background in the major areas of knowledge: humanities, social and behavioral sciences, and natural sciences.
• Promote an understanding of the diversity and similarity of all groups that comprise contemporary American society.
• Understand the democratic process.
• Value physical well being through participation in physical exercise and health education.
• Develop an awareness of the interrelationship of all living things with their environment and the urgency of directing energies and knowledge to protect the world.

GENERAL EDUCATION COURSES

One course from each category required for graduation (19 units minimum).

A. NATURAL SCIENCES

Select one course from the following. (Three units minimum.)
Anthropology 101, 101L
Astronomy 101, 105, 117F, 117L
Chemistry 105, 105L, 110, 114, 131
Geography 101, 101L, 109, 112
Geology 103, 105, 110, 114, 120, 120L, 121, 138
Physical Education 107
Physics 108A, 110, 207A

**NOTES**

1. Geography 109 may be used to satisfy Category A or Category B, but not both.

2. Natural Science credit is awarded for only one course in each of the following groups:
   - Astronomy 105 or Biology 105 or Geology 105
   - Astronomy 117F or Astronomy 117L
   - Biology 107 or Physical Education 107
   - Biology 138 or Geology 138

3. Biology 115 and 116 are no longer offered after spring 2011; Biology 112ABC replace 115 and 116.

**B. SOCIAL AND BEHAVIORAL SCIENCE**

*Select one course from the following. (Three units minimum.)*

- Anthropology 102, 103, 110, 204, 215
- Behavioral Science 103
- Biology 251
- Business 101
- Early Childhood Education 110, 112
- Economics 101, 102
- Ethnic Studies 110, 111, 112, 121, 151, 154, 242
- Geography 102, 109
- History 100, 101, 102, 103, 109, 110, 111, 112, 117, 118, 206, 211, 214, 215, 216, 238
- Political Science 100, 101, 102, 103, 104, 201, 203, 210, 211, 220
- Psychology 110, 111, 112, 114, 116, 140, 145, 204, 205, 230, 251
- Sociology 110, 112, 114, 205, 230, 250

**NOTES**

1. The following courses may be used to satisfy Category B or Category F, but not both.
   - Ethnic Studies 111, 112, 121, 151
   - History 100, 117, 118
   - Political Science 100, 101

2. History 211 and Political Science 211 may be used to satisfy Category B, Category F, or Category G, but not all three.

3. Geography 109 may be used to satisfy Category A or Category B, but not both.

4. Psychology 205 and Sociology 205 may be used to satisfy Category B or Category E, but not both.

5. Social and Behavioral Science credit is awarded for only one course in each of the following groups:
   - Biology 251 or Psychology 251
   - History 211 or Political Science 211

6. Ethnic Studies 154 may be used to satisfy Category B or Category C, but not both.

**C. HUMANITIES**

*Select one course from the following. (Three units minimum.)*

- American Sign Language 101, 102, 110, 203, 204
- Architecture 100, 101, 102, 131
- Art 101, 102, 103, 104, 105, 106, 107, 108, 110
- Biology 145
- Chinese 101, 102
- Communications 108 (three units), 109A, 109B, 110, 160
- Dance 108
- Drama 110, 116, 117, 119
- Ethnic Studies 154
- Geology 145
- Italian 101, 102, 108 (three units), 203, 204, 225, 226, 228
- Japanese 101, 102, 108 (three units), 203, 204
- Journalism 110, 160
- Music 101, 102, 105, 106
- Philosophy 110, 111, 112, 117
- Speech 128, 140, 141

**NOTES**

1. English 151, Philosophy 112, and Speech 128 may be used to satisfy Category C or Category E, but not both.

2. Humanities credit is awarded for only one course in each of the following groups:
   - Art 108 or Humanities 108
   - Biology 145 or Geology 145
   - Communications 109A or Humanities 109A
   - Communications 109B or Humanities 109B
   - Communications 110 or Journalism 110
   - Communications 160 or Journalism 160
   - English 242 or Humanities 242

3. Ethnic Studies 154 may be used to satisfy Category C or B, but not both.

**D. COMPOSITION, WRITTEN**

*(Three units minimum.)*

- English 150 with a grade of C or higher

**NOTE**

- English 150 is the first level course in college freshman English that is transferable to the University of California and the California State University. English 120L transfers as an elective to the University of California and California State University. English 120 transfers as an elective to the California State University.

**E. COMMUNICATION AND ANALYTICAL THINKING**

*Select one course from the following. (Three units minimum.)*

- Computer Information Systems 215
- Computer Science 130, 135, 160, 200, 220, 232, 235
- English 130, 151, 155
- Mathematics 103, 103A and B, 103X and Y, 104, 104Y, 105, 109, 110, 114, 115, 116, 121, 122, 123, 124, 190
- Philosophy 112
- Psychology 205
- Sociology 205
- Speech 110, 120, 122, 128, 130, 132
- Statistics 115

**NOTES**

1. English 151, Philosophy 112, and Speech 128 may be used to satisfy Category C or Category E, but not both.

2. Psychology 205 and Sociology 205 may be used to satisfy Category B or Category E, but not both. Credit is awarded for only one course.

**F. AMERICAN INSTITUTIONS**

*Select one course from the following. (Three units minimum.)*

- Ethnic Studies 111, 112, 121, 151
- History 100, 117, 118, 211
- Political Science 100, 101, 211

**NOTE**

- All courses listed in Category F may be used to satisfy Category B or Category F, but not both. History 211 and Political Science 211 may be used to satisfy Category B or Category F or Category G, but not all three.

**G. CROSS-CULTURAL STUDIES**

*Select one course from the following. (Three units minimum.)*

- Cross-cultural studies courses, which are listed in other general education categories, will satisfy both the Cross-Cultural Studies Requirement and the requirement of one other category.
- American Sign Language 110
- Anthropology 204, 215
- Art 108
- Communications 160
- English 235, 237
- Ethnic Studies 110, 111, 112, 121, 151, 154
- History 109, 211
- Humanities 108
- Journalism 160
- Music 105
- Political Science 211
- Speech 128
NOTE
1. History 211 and Political Science 211 may be used to satisfy Category B or Category F or Category G, but not all three.

H. PHYSICAL ACTIVITY
(One unit minimum.)
This requirement may be satisfied by degree-applicable activity courses in physical education or dance.

ASSOCIATE DEGREE PROGRAMS

ASSOCIATE IN ARTS AND ASSOCIATE IN SCIENCE
The College of Marin offers a variety of associate degree programs. A “Major” is required for either the A.A. or A.S. degree and is comprised of a concentration of courses (a minimum of 18 units). Students receiving an associate degree must complete a major as described under each discipline in Section Six of the catalog. Depending upon the goal, the attainment of the associate degree may fulfill all of the student's educational needs.

The associate degree in transfer majors is designed as a college/university parallel program for the first two years of a four-year Bachelor's program. The purpose of the transfer program is to prepare students for junior standing at a college or university that grants a bachelor's degree (B.A., B.S.). The transfer major contains general and introductory or basic courses, which will be followed by advanced courses at the upper division level. Students who wish to follow a transfer pattern should carefully examine the requirements of the receiving institution.

The Associate in Science occupational degree programs, which require a minimum of 60 units, provide instruction in the skills and knowledge needed to enter or progress in an occupation. These programs are developed through the cooperation of advisory committees composed of representatives from specific occupational areas and the college. These advisory committees review course content and make recommendations to assure that the instruction and curriculum provide current skills.

INTERDISCIPLINARY DEGREE PROGRAMS
The following is a list of interdisciplinary degrees at College of Marin that require a minimum of 18 degree-applicable units to which, in addition to other graduation requirements, only the Associate in Arts (A.A.) degree is granted.

International Studies Degree

PREREQUISITES FOR THE DEGREE:
English 150
Math 115 or Statistics 115

COMPLETION OF THE FOLLOWING (CORE):
Political Science 201
Economics 101
Geography 102
Political Science 104
Speech 128

COMPLETION OF 10 UNITS IN THE GRAMMAR CLASSES IN ONE OF THE MODERN LANGUAGES DISCIPLINES OFFERED AT COM:
Spanish 101, 102, 203, 204, 225 or 226
French 101, 102, 203, 204, 225 or 226
Italian 101, 102, 203, 204, 225 or 226
Japanese 101, 102, 203 or 204
Chinese 101, 102

Note: Students can also complete the language requirement for this degree using the Credit by Exam Procedure.

SIX UNITS FROM THE FOLLOWING (ELECTIVES):
Anthropology 102, 103
Art 102, 104, 108
Biological 138
Dance 108
Economics 102
English 242
Ethnic Studies 242
French 203, 204, 225, 226
Geology 138
History 101, 206, 214, 215, 216, 238
Humanities 118, 121, 125
Italian 203, 204, 225, 226
Political Science 102, 210, 220
Sociology 220
Spanish 203, 204, 225, 226

Liberal Arts Degree

The Associate degree in Liberal Arts is designed for students who wish to have a broad, general education, plus additional coursework in an “Area of Emphasis.” This degree would be an ideal choice for students planning on transferring to the CSU or UC campus, as students can satisfy both general education and lower division major requirements at these institutions. Please consult with a counselor for information regarding your intended major at the specific college or university of your choice. Students may also refer to www.ASSIST.org to get detailed requirements for specific colleges and universities.

To meet the requirements for the Associate of Arts in Liberal Arts, a student must complete:
1. One of the following General Education patterns:
   • College of Marin General Education Requirements (Minimum of 19 units), or
   • CSU General Education Requirements (CSU GE Pattern) (Maximum of 39 units), or
   • Intersegmental General Education Transfer Curriculum (IGETC) pattern (UC or CSU transfer 30-39 units).

For students using the College of Marin General Education Requirements, please note that NO General Education units may be used to meet the Area of Emphasis requirements. Students using College of Marin's General Education Requirements may not yet be prepared to transfer. Students should work with a counselor to complete these requirements.

For students using the CSU GE or IGETC options, please note that no more than 12 of the units used to meet the general education requirements may be double-counted as part of the Area of Emphasis. Students should work with a counselor to complete these requirements.

Important: For students using the CSU GE or IGETC options, students must meet the following College of Marin Graduation Requirements:
• Math proficiency
• Grade point average
• Total units
• Residency
• Cross-cultural studies

These students are exempt from completing the following College of Marin General Education requirements:
• Physical Activity
• American Institutions

2. A minimum of 18 units from one of the following Emphasis areas with a grade of C or higher, Pass or Credit.
   • Language Arts and Humanities
   • Communication Studies
   • Natural Science
   • Social Science and Behavioral Sciences
   • Visual and Performing Arts
Emphasis in Language Arts and Humanities

(Associate of Arts in Liberal Arts: Emphasis in Language Arts and Humanities)

These courses emphasize the study of cultural, literary, humanistic and artistic expression of human beings. Students will evaluate and interpret the ways in which people of different cultures, through the ages, have responded to themselves and the world around them in artistic and cultural creation. Students will also learn to value aesthetic understanding and incorporate these concepts when constructing value judgments.

This degree can be a good preparation for students transferring to a four-year university with a major in Advertising, American Studies, Comparative Literature, English, Foreign Languages, Humanities, Journalism, Linguistics, Philosophy, Religious Studies, Speech, Communication, and Television and Film, among others.

Students must successfully complete 18 units of study across 3 disciplines listed below:

- American Sign Language 101, 102, 110, 203
- Architecture 100, 101, 102
- Art 101, 102, 103, 104, 105, 106, 108*
- Chinese 101, 102
- Communications 109A*, 109B*
- Dance 108
- Drama 110, 116, 117
- Ethnic Studies 154
- Humanities 100A, 100B, 107, 107*, 109A*, 109B*, 114, 118, 125, 242
- Italian 101, 102, 203, 204, 225, 226
- Japanese 101, 102, 203, 204
- Music 101, 102, 105, 106
- Philosophy 110, 111, 117
- Speech 128

Note:
*Credit is awarded for only one course in each of the following groups:
- Art 108 or Humanities 108
- Communications 109A or Humanities 109A
- Communications 109B or Humanities 109B

Emphasis in Communication Studies

(Associate of Arts in Liberal Arts: Emphasis in Communication Studies)

These courses emphasize both the content and form of communication, while providing an understanding of the psychological basis and social significance of communication including the use of modern languages. Students will be able to assess communication as the process of human symbolic interaction. This degree can be a good preparation for students transferring to a four-year university with a major in Communications, English, Modern Languages, and Speech, among others.

Students must successfully complete 18 units of study across 3 disciplines listed below:

- American Sign Language 101, 102, 203, 204
- Chinese 101, 102
- Communications 109A*, 109B*, 110*, 150, 160*
- Computer Information Systems 110
- English 202, 203
- Humanities 109A*, 109B*
- Italian 101, 102, 108, 203, 204, 225, 226
- Journalism 110*, 160*
- Japanese 101, 102, 203, 204
- Speech 110, 120, 122, 128, 130, 132, 140, 141

Note:
*Credit is awarded for only one course in each of the following groups:
- Communications 109A or Humanities 109A
- Communications 109B or Humanities 109B
- Communications 110 or Journalism 110
- Communications 160 or Journalism 160

Emphasis in Natural Science

(Associate of Arts in Liberal Arts: Emphasis in Natural Science)

These courses emphasize the study of mathematical and quantitative reasoning skills; they impart knowledge of the facts and principles that form the foundation of living and non-living systems. Students recognize and appreciate the methodologies of science as investigative tools, as well as the limitations of scientific endeavors. This degree can be a good preparation for students who have a general interest in science but are majoring in areas other than science. This degree may not adequately prepare a student transferring to a science major. Students intending to transfer to a four-year university with a science major in Biology, Chemistry, Engineering, Geography, Geology, Physics, or Pre Med., among others, should select course work in conjunction with a counselor.

Students must successfully complete 18 units of study across 3 disciplines listed below:

- Anthropology 101, 101L
- Astronomy 101, 105*, 117L
- Chemistry 105, 114, 115, 131, 132, 231, 232
- Geography 101, 101L, 112, 125
- Geology 103, 105, 109, 114, 115, 116, 120, 120L, 121, 125, 126, 138*, 142, 145, 201, 250
- Math 105, 109, 114, 115*, 121, 122, 123, 124, 223, 224
- Physical Education 107*
- Statistics 115*

Note:
*Credit is awarded for only one course in each of the following groups:
- Astronomy 105 or Biology 105
- Biology 107 or Physical Education 107
- Biology 138 or Geology 138
- Math 115 or Statistics 115

Emphasis in Social Science and Behavioral Sciences

(Associate of Arts in Liberal Arts: Emphasis in Social Science and Behavioral Sciences)

These courses emphasize a multi-disciplinary approach to the understanding and study of human behavior. Students will explore and examine the nature and multitude of interactive relationships amongst and between individuals and their social environment, ranging from the development of the individual, to the nuances of interpersonal interaction, to the dynamic structures of national and global communities. Students will gain a heightened awareness of the nature of their individuality, attain a greater understanding and appreciation of the complexities and diversity of the world in which they live and become better equipped to succeed in an increasingly diverse and complex society.

This degree can be a good preparation for students transferring to a four-year university with a major in African-American Studies, Anthropology, Chicano Studies, Child Development, Cognitive Science, Criminal Justice, Developmental Studies, Ethnic Studies, Family and Consumer Studies, Global Studies, History, International Relations, Legal Studies, Peace and Conflict Studies, Political Science, Psychology, Social Work, Social Science, and Sociology, among others.
Students must successfully complete 18 units of study across 3 disciplines listed below:

- Administration of Justice 110, 111, 204
- Anthropology 102, 103, 110, 204*, 208, 215
- Behavioral Science 103*, 105
- Biology 108A*, 251*
- Business 101
- Communications 110*, 160*
- Computer Information Systems 110
- Counseling 114, 130
- Early Childhood Education 110, 112
- Economics 101, 102
- Education 110, 111
- Ethnic Studies 110, 111, 112, 121, 151, 154
- Geography 102, 109
- Health Education 130
- History 100, 101, 102, 103, 109, 110, 111, 112, 117, 118, 206, 214, 215, 216, 238
- Journalism 110*, 160*
- Math 115*
- Political Science 100, 101, 102, 103, 104, 117, 201, 203, 210, 215, 220
- Psychology 110, 111, 112, 114, 116, 140, 204, 205*, 230, 251*
- Sociology 110, 112, 114, 184*, 205*, 230
- Speech 128
- Statistics 115*

Notes:

- *Credit is awarded for only one course in each of the following groups:
  - Administration of Justice 204 or Sociology 184
  - Behavioral Science 103 or Biology 108A
  - Math 115 or Statistics 115
  - Communications 110 or Journalism 110
  - Communications 160 or Journalism 160
  - Psychology 205 or Sociology 205
  - Psychology 251 or Biology 251

Emphasis in Visual and Performing Arts

(Associate of Arts in Liberal Arts: Emphasis in Visual and Performing Arts)

These courses emphasize the study of cultural activities and artistic expression of human beings. Students evaluate and interpret the ways in which people through the ages in different cultures have responded to themselves and the world around them in artistic and cultural creation. Emphasis is placed on appreciation of the arts, as well as the performance of Dance, Music and Drama and the production of various forms of visual arts. Students are encouraged to participate in performances, as well as create a body of their original work.

This degree can be a good preparation for students transferring to a four-year university with a major in Applied Design, Architecture, Art, Art History, Dance, Drama, Film, Graphic Communications/Design, Multimedia Studies, and Theater, among others.

Students must successfully complete 18 units of study across 3 disciplines listed below:

- Architecture 100, 101, 102, 110, 130
- Communications 109A*, 109B*, 150
- Drama 110, 116, 117, 130, 150, 160+, 161
- English 202, 203
- Humanities 108*, 109A*, 109B*

Notes:

- a) *Credit is awarded for only one course in each of the following groups:
  - Art 108 or Humanities 108
  - Communications 109A or Humanities 109A
  - Communications 109B or Humanities 109B
  - Sociology 110, 112, 114, 184*, 205*, 230
- b) All courses marked with a plus symbol (+) have a limit of 3 units total, regardless of discipline.

ASSOCIATE OF SCIENCE DEGREE: PHYSICAL SCIENCES

The Physical Sciences degree is designed for students who wish to have a broad foundation in the physical sciences and mathematics that is ideal for building a more advanced understanding of a particular field of science or engineering, and to gain experience in multiple science courses and build math skills. Consequently, this degree can be a good option for students planning to transfer to a four-year university with a major in Biology, Chemistry, Computer Science, Engineering, Math, or Physics, providing the knowledge and skills to make academic success possible in these fields. It provides the flexibility for students to satisfy both the appropriate level of general education and the lower division major requirements for specific universities, while still meeting associate degree requirements. For more detailed information on transfer requirements, students should speak with a counselor to ensure courses are transferable and refer to www.ASSIST.org.

To complete the requirements for the Associate of Science for this major, a student must complete:

1. One of the following General Education patterns:
   - College of Marin GE (minimum 19 units), or
   - CSU GE (30-39 units), or
   - IGETC (60 units), or

   - The following pattern (minimum of 21 units) that is recommended for most science and engineering students pursuing this degree:
     - two transferable college courses (three semester units each) in English composition - English 150 and 151 or 155; and
     - one transferable college course (three semester units) in mathematical concepts and quantitative reasoning (see course list for IGETC Area 2); and
     - four transferable college courses (three semester units each) chosen from the following three subject areas (at least one course from each): the arts and humanities (see course list for IGETC Area 3, Group A or B), the social and behavioral sciences (see course list for IGETC Area 4), and the physical and biological sciences (see course list for IGETC Area 5, Group A or B).

Important: For students using the CSU GE or IGETC options, students must meet the following College of Marin Graduation Requirements:

- Math proficiency
- Grade point average
- Total units
- Residency
- Cross-cultural studies

These students are exempt from completing the following College of Marin General Education requirements:

- Physical Activity
- American Institutions

2. A minimum of 18 units that include at least three different disciplines from those courses outlined below. Each course used to meet this requirement must be completed with a grade of C or higher, Pass or Credit. Note that courses used to satisfy this 18-unit major requirement may NOT also be used to satisfy the GE requirements above.
NEW TRANSFER DEGREES OFFERED IN 2011-2012
Effective Fall 2011, College of Marin will offer three new associate degrees specifically designed for transfer to the California State University. New legislation, Senate Bill 1440 (the Student Transfer Achievement Reform Act), guarantees admission to a California State University campus for any community college student who completes an “associate degree for transfer.” The Associate in Arts for Transfer (A.A.T) or the Associate in Science for Transfer (A.S.T) is designed for students who plan to complete a bachelor’s degree in a similar major at a CSU campus. Students who complete the A.A.T. or A.S.T. are guaranteed admission to the CSU system but not to a particular campus or major.

For 2011-2012, three A.A.T. degrees are offered at College of Marin: A.A.T. in Communication Studies; A.A.T. in Psychology; and A.A.T. in Sociology. All students should consult with a counselor before participating in the Associate Degree for Transfer Program to determine if it is the best option for transfer. For universities and colleges that are not part of the CSU system, the Associate Degree for Transfer Program may not provide adequate preparation for upper division transfer admissions.

CERTIFICATE OF ACHIEVEMENT PROGRAMS
A Certificate of Achievement is attainable in occupational programs. The certificate is widely recognized by employers as verification of job preparedness. Certificates of Achievement prepare students to enter the careers designated on their certificates. These programs generally require a year or more of study and include at least 18 units. At least 12 of the units must be taken at College of Marin.

It is the student’s responsibility to submit an “Application for a Certificate of Achievement” by making an appointment with the Counseling Department.

Certificate of Achievement programs and requirements are listed under each discipline in Section Six of the catalog.

Granting of Additional Certificates of Achievement
Upon completion of all Certificates of Achievement requirements as specified in this catalog, a student may qualify for more than one certificate provided that 12 of the required units for a certificate are not applied toward any other certificate.

Basic Skills Courses
Courses numbered below 100 are nondegree applicable but may be used for a Certificate of Achievement when listed as a major requirement. Basic skills courses under 100 do not apply toward the 60 units required for graduation, even though they may be listed as part of a vocational program.

SKILLS CERTIFICATES
Skills certificates may be part of a “ladder” of skills, beginning with job entry skills and leading to a full Certificate of Achievement or may constitute a skill set that enables students to upgrade or advance in an existing career. These programs are shorter in duration and narrower in scope than the Certificates of Achievement and consist of fewer than 18 units.

Generally all required courses must be completed at the College of Marin. The appropriate Department Chair must approve transfer work. All work must be completed within two years.

Skills certificates and requirements are listed under each discipline in Section Six.

Note: See table on next page.
### Table of A.S./A.A. Degrees

#### Programs, Transfer, Certificates of Achievement, and Skills Certificates

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