

Summary of practices and policies relating to awarding of degrees and certificates

Potential barriers to awarding of Degrees/Certificates	Current Practice(s)	Does your college have a current policy? If so, please attach a copy or indicate where it may be found.	Additional comments regarding issue.
Credits too old to apply toward degree/certificate			
	<u>COCC</u> : Program specific requirements as well as general college policy regarding catalog year requirements.	<u>COCC</u> : 2011-12 COCC catalog, page 37. See below.*	
	<u>Chemeketa</u> : We have no time limits on credits except for science for Nursing.		
	<u>PCC</u> : Most LDC credit does not have a time limit to apply toward a degree however that is different for CTE courses. Those are different based upon each program and if they have their own licensing and/or accrediting body beyond the regional accreditation.	<u>PCC</u> : No particular policy except a statement in the catalog regarding CTE programs graduating students who meet the most current requirements as approved by an accrediting agency or licensing authority (p16 of 2011-12 catalog).	
	<u>RCC</u> : Most degrees have time limits to use core program classes anywhere from 4 to 10 years. Computer proficiency is 10 years and Allied health programs will not accept Science classes older than 5 years.	<u>RCC</u> : Time limits on classes are found in the graduation guide for each program. College catalog. No written policy department heads and curriculum committee set these expirations.	<u>RCC</u> : Students' w/coursework older than the expiration date may confer with department heads. If the person has been working in a field where the information is used often and kept up to date there may be grounds for a waiver of the time limit requirement.
	<u>TBCC</u> : Most LDC credit does not have a time limit to apply toward a degree however that is different for CTE courses. Those are different based upon each program and if they have their own licensing and/or accrediting body beyond the regional accreditation.	<u>TBCC</u> : No particular policy except a statement in the catalog regarding CTE programs graduating students who meet the most current requirements as approved by an accrediting agency or licensing authority (TBCC p33 of 2010-11 catalog/PCC p16 of 2011-12 catalog).	
	<u>UCC</u> : NA	<u>UCC</u> : NA	
Residency requirements for degree/certificate	<u>COCC</u> : 24 credits for associate's degree; 18 credits for certificates	<u>COCC</u> : 2011-12 COCC catalog, page 37. Students must, "complete at least 24 degree-applicable residency credits for an associate's degree; 18 certificate-applicable residency credits for a certificate."	
	<u>Chemeketa</u> : 30 credits for degrees and 15 credits for certificated.	<u>Chemeketa</u> : Policy 4030 attached as PDF.	
	<u>PCC</u> : Degree- 30 credits (24 toward the degree) 2 year cert- 24 credits 1 year cert- 12 credits Less than one year cert- 6 credits	<u>PCC</u> : Listed on pages 14-15 of 2011-12 catalog.	
	<u>RCC</u> : Must earn 24 credits toward a 2 year degree or 12 credits toward a certificate at RCC.	<u>RCC</u> : Yes. The information is listed with the graduation requirements for each category of degree or certificate offered at RCC in the catalog.	
	<u>TBCC</u> : Degree- 30 credits (24 toward the degree) 2 year cert- 24 credits 1 year cert- 12 credits Less than one year cert- 6 credits	<u>TBCC</u> : p42-55 of 2010-11 catalog/PCC p14-15 of 2011-12 catalog.	
	<u>UCC</u> : To receive any degree from UCC, a student must maintain a 2.00 cumulative grade point average, attend UCC for two terms including the last, and complete a minimum of 24-credit hours at UCC.	<u>UCC</u> : See column to the left.	

Potential barriers to awarding of Degrees/Certificates	Current Practice(s)	Does your college have a current policy? If so, please attach a copy or indicate where it may be found.	Additional comments regarding issue.
Holds for fees	<u>COCC</u> : While a degree or certificate will be awarded when there is a balance due, the student will be unable to access an official copy of their transcript.	<u>COCC</u> : 2011-12 COCC catalog, page 37. Students must “owe no dept to the College.”	
	<u>Chemeketa</u> : Certificates/degree can be awarded with a hold, but will not be mailed out. Transcripts with the award are also not available if money is owed and a hold exists.		
	<u>PCC</u> only holds transcripts, not diplomas for students who have financial holds.	<u>PCC</u> : The policy for holds for fees can be found at: http://www.pcc.edu/resources/tuition-fees/payment-info/past-due.html .	
	<u>RCC</u> : withholds official transcripts and will not release a diploma when a student owes money.		
	<u>TBCC</u> only holds transcripts, not diplomas for students who have financial holds.		
	<u>UCC</u> : Yes	<u>UCC</u> : Transcripts will be held for outstanding debts owed the College or any other lending institution that provided financial aid, after the acceptance of the account by a collector, including the U.S. Department of Education.	
Last term needed to be taken on campus	<u>COCC</u> : No.	<u>COCC</u> : See below.*	
	<u>Chemeketa</u> : No.		
	<u>PCC</u> : No requirement except in the AAS degree which states: The final 16 credits that apply to the degree must include at least 8 credits at PCC that apply to the specific program requirements, excluding courses used solely for the General Education requirements. Students may apply to the department chair for waiver of this requirement if they can demonstrate currency in the field.	<u>PCC</u> : Listed on page 15 of the 2011-12 catalog.	
	<u>RCC</u> : No last term requirement.	<u>RCC</u> : No	
	<u>TBCC</u> : No requirement except in the AAS degree which states: The final 16 credits that apply to the degree must include at least 8 credits at TBCC/PCC that apply to the specific program requirements, excluding courses used solely for the General Education requirements. Students may apply to the department chair for waiver of this requirement if they can demonstrate currency in the field.	<u>TBCC</u> p52 of 2010-11 catalog/PCC p15 of 2011-12 catalog.	
<u>UCC</u> : Last term at UCC.	<u>UCC</u> : To receive any degree from UCC, a student must maintain a 2.00 cumulative grade point average, attend UCC for two terms including the last, and complete a minimum of 24-credit hours at UCC.		

Potential barriers to awarding of Degrees/Certificates	Current Practice(s)	Does your college have a current policy? If so, please attach a copy or indicate where it may be found.	Additional comments regarding issue.
Proficiency options to complete the last 12 to 15 credits	<u>COCC</u> : No.		
	<u>Chemeketa</u> : No.		
	<u>PCC</u> : None. The college offers proficiency exams in a limited number of classes that are not related to specific programs.	<u>PCC</u> : Part of the college academic standards and practices.	
	<u>RCC</u> : No	<u>RCC</u> : No	
	<u>TBCC</u> : None. The college offers proficiency exams in a limited number of classes that are not related to specific programs.	<u>TBCC</u> : Part of the college academic standards and practices.	
Transfer in of credit – When do credits appear on official transcript? When is the data reported in OCCURS?	<u>COCC</u> : Credits appear after transcript evaluation (usually prior to the first term of attendance).		
	<u>Chemeketa</u> : Evaluated credits appear on the transcript once credits are brought into our information system. Certificate/degree completions are reported to OCCURS during regulars submission dates set by CCWD.		
	<u>PCC</u> : articulates transfer coursework upon request of the student and after we have received official transcripts. We have standards to describe which coursework is articulated, how much of it and why it might not be articulated. Coursework is articulated onto the transcript with the general dates of when the coursework was taken at the other institution, not when it was articulated. This is processed this way in order to display a general sense of timeframe for the coursework. At this point, we have not yet begun reporting this to OCCURS but per the new requirement, any transfer articulation performed in 2011-12 will be reported to the state.	<u>PCC</u> : The transfer credit standards can be found here: http://www.pcc.edu/resources/student-records/transfer-credits-to-PCC.html	<u>PCC</u> : Note: Our transfer credit standards describe that we do not articulate ALL coursework, we only review the transcripts we receive upon formal request of the student. Our institution probably only articulates 1/3 of transcripts we receive. The formal request that we require students to fill out is so that we do not spend time articulating transcripts for students that never intend to earn a degree from us or do not intend to use their transfer coursework toward that degree. If our institution were required to articulate all coursework received, we would be drastically short in staffing to do such a large volume of work.
	<u>RCC</u> : RCC's transcript does not note transfer in credits		
	<u>TBCC</u> through PCC articulates transfer coursework upon request of the student and after PCC has received official transcripts. PCC Note: We have standards to describe which coursework is articulated, how much of it and why it might not be articulated. Coursework is articulated onto the transcript with the general dates of when the coursework was taken at the other institution, not when it was articulated. This is processed this way in order to display a general sense of timeframe for the coursework. At this point, we have not yet begun reporting this to OCCURS but per the new requirement, any transfer articulation performed in 2011-12 will be reported to the state.	<u>TBCC</u> : The transfer credit standards can be found here: http://www.pcc.edu/resources/student-records/transfer-credits-to-PCC.html	<u>TBCC</u> : PCC Note: Our transfer credit standards describe that we do not articulate ALL coursework, we only review the transcripts we receive upon formal request of the student. Our institution probably only articulates 1/3 of transcripts we receive. The formal request that we require students to fill out is so that we do not spend time articulating transcripts for students that never intend to earn a degree from us or do not intend to use their transfer coursework toward that degree. If our institution were required to articulate all coursework received, we would be drastically short in staffing to do such a large volume of work.
	<u>UCC</u> : Total credits appear on the transcript, not a breakdown of each course. Transfer courses are evaluated at any point in the students career at UCC, usually within one month of receipt of transcript. Don't understand about reporting transfer credits to OCCURS.	<u>UCC</u> : NA	

Potential barriers to awarding of Degrees/Certificates	Current Practice(s)	Does your college have a current policy? If so, please attach a copy or indicate where it may be found.	Additional comments regarding issue.
Graduation fee	<u>COCC</u> : None.		
	<u>Chemeketa</u> : No graduation fee.		
	<u>PCC</u> : None		
	<u>RCC</u> : No		
	<u>TBCC</u> : None		
	<u>UCC</u> : \$30	<u>UCC</u> : NA	
Awarding degree/certificate by institution vs. individual request	<u>COCC</u> : Students are required to apply for graduation.		
	<u>Chemeketa</u> : Individual request. Policy addition request allowing for our institution to be able to award certificate/degree with or without request. Approved by Academic Standards waiting to go to the board in the fall.	<u>Chemeketa</u> : Addition to Policy 4030 as follows: Chemeketa Community College may award a degree or certificate to students who meet the requirements for graduation in an academic program with or without a graduation application. Students may apply for graduation at any time through Graduation Services. Going to the board in the fall.	
	<u>PCC</u> : awards degrees upon formal request (application) from the student. Sometimes the college will inform students that they are eligible for a degree or certificate if we are able to ascertain that they qualify for an additional credential. However, when this is done, the college still waits for a formal request from the student prior to awarding the degree to ensure that the student actually does want that degree/certificate.	<u>PCC</u> : Basic graduation information can be found here: http://www.pcc.edu/resources/graduation/index.html Additionally, we have degree/certificate overviews on pages 13-18 of the 2011-12 catalog.	
	<u>RCC</u> : Currently RCC grants OTM and Pathways certificates w/o individual request. Degrees and certificates by student request.	<u>RCC</u> : Yes. On college policy website pages	<u>RCC</u> : In September RCC will take an amendment to our Board of Education to expand the current policy to auto award 2 year degrees and all certificates.
	<u>TBCC</u> through <u>PCC</u> awards degrees upon formal request (application) from the student. Sometimes the college will inform students that they are eligible for a degree or certificate if we are able to ascertain that they qualify for an additional credential. However, when this is done, the college still waits for a formal request from the student prior to awarding the degree to ensure that the student actually does want that degree/certificate.	<u>TBCC</u> : Basic graduation information can be found here: TBCC p29 of 2010-11 catalog/ <u>PCC</u> http://www.pcc.edu/resources/graduation/index.html	
	<u>UCC</u> : Individual request.	<u>UCC</u> : NA	
Percent of degree/certificate that must be earned at college	<u>COCC</u> : See Residency credits.		
	<u>Chemeketa</u> : Only residency requirements as listed above.		
	<u>PCC</u> : This total varies based upon the residency requirement listed above. Each degree and certificate has a different amount of total credits so that percentage can be determined by calculating the residency minimum against the total credit hours required for each degree or certificate.	<u>PCC</u> : The residency rule is the policy that drives this rule.	
	<u>RCC</u> : Varies between 22 and 27 percent depending on the amount of credits necessary to complete the degree/certificate.	<u>RCC</u> : No, the residency requirement covers this.	
	<u>TBCC</u> : This total varies based upon the residency requirement listed above. Each degree and certificate has a different amount of total	<u>TBCC</u> : The residency rules are the policy that drive this rule.	

	credits so that percentage can be determined by calculating the residency minimum against the total credit hours required for each degree or certificate.		
	<u>UCC</u> : 24 credits of a degree and 12 credits of a certificate. No percent.	<u>UCC</u> : NA	

COMMENTS RECEIVED FROM COCC:

*Meet at least one of the following criteria:

1. Students have three years to complete their program under the catalog in which they began or any subsequent catalog. The student's choice of catalog years is based upon the student's attendance and the most recent year that the student applied to COCC:

- a. The student's default catalog year is the year the student is admitted to COCC and the student may graduate under that default catalog year or either of the next two catalog years.
- b. If the student has a break in enrollment of more than four consecutive terms, student must reapply to COCC and the default catalog year will now be the year the student is readmitted.
- c. The student's choice of catalog years is limited to two catalog years prior to the student's year of graduation. If the student does not graduate within three catalog years of student's admittance, the default catalog year will be updated yearly to the subsequent catalog year.

2. The student transfers back to COCC other college credit within the term immediately following the last term attended at COCC, excluding summer, and meets degree requirements listed in the current college catalog or the previous two catalogs.

3. The student left COCC prior to completing degree requirements but through subsequent transfer credit meets degree requirements currently in effect at the time of final degree evaluation and award.

DRAFT