



SECTION B:  
DEGREE AND CERTIFICATE REQUIREMENTS

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# SECTION B: Degree & Certificate Requirements

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# General Information

## Degrees & Certificates

Clark College awards five (5) degrees: the Associate in Arts degree, for completion of a program of study for transfer to a senior institution; the Associate in Science degree, for completion of a program of study in the sciences in preparation for transfer to a senior institution; the Associate in Fine Arts degree, for completion of a program in fine arts in preparation for transfer to a senior institution; the Associate in Applied Science degree for completion of a program of study in an occupational program; and the Associate in Applied Technology degree, for completion of a program of study in an occupational program. Each degree requires a minimum of ninety (90) credits and a minimum Grade Point Average (GPA) of 2.00. Certificates of Proficiency are awarded upon completion of a minimum of forty-five (45) credits of specialized occupational training, including general education requirements and require a minimum GPA of 2.00. Certificates of Achievement are granted upon completion of a program of specialized occupational training of less than forty-five (45) credits and require a minimum GPA of 2.00. Individual departments offer certificates of completion with varying credit requirements.

A student may earn more than one career-technical degree and /or certificate at Clark College, and a student may earn a combination of academic and career-technical degrees and/or certificates. However, a student cannot earn more than one Direct Transfer Agreement degree from Clark College (for instance, a student cannot earn a degree in both the Business Administration – WSUV and an Associate in Arts – Transfer).

## Academic Residency Requirements

In an effort to accommodate our mobile student population, Clark College has adopted a residency policy that recognizes the value of coursework completed from other institutions of higher learning.

To obtain a degree or certificate from Clark College, students are required to earn a minimum number of credits in residence at our institution. Clark College does allow students to transfer credits toward meeting degree or certificate program requirements. There is no restriction on the number of transfer credits allowed; however, students must meet the minimum in-residence credit at Clark College for their specific program.

Refer to the following information for specific requirements and restrictions for each type of program:

### Associate Degree

Thirty (30) credits minimum must be completed at Clark College to meet Academic Residency.

### Certificate of Proficiency

Fifteen (15) credits minimum must be completed at Clark College to meet Academic Residency.

### Certificate of Achievement

Ten (10) credits minimum must be completed at Clark College to meet Academic Residency.

## Catalog Lifespan

Students may complete their degree(s) or certificate(s) under the requirements set forth in any catalog issued during their attendance at Clark College. However, no catalog will be valid for more than seven (7) years. Any student not in attendance at Clark College for two (2) or more calendar years is required to complete the program requirements of the catalog in effect at the time of their re-entry to the college. (WAC 132N-160-080)

## Credit Evaluation Requests

**REQUEST PROCESS:** *A student who has earned fifteen (15) credits at Clark College and is currently enrolled may request an official degree/certificate evaluation by submitting the request form. Forms are available in the Credential Evaluation Office in Gaiser Hall. Official copies of transfer coursework from other institutions must be on file with the Admissions Office before this process can be completed.*

Students who do not meet the criteria of fifteen (15) credits earned and current enrollment have the option of meeting with a general advisor for an unofficial evaluation of their credits. Students transferring from other institutions should take copies of their transcripts with them to assist in the evaluation process.

Students are encouraged to apply for an official evaluation when they are approximately halfway through their program. The evaluation process takes approximately four (4) to six (6) weeks to complete. Students will receive the results of their evaluation by mail.

## Program Completion Application Processes & Deadlines

### Application Process/Deadline Dates

**Degrees and certificates are not automatically awarded.** Students must submit a Program Completion Application for all degrees, Certificates of Proficiency and Achievement; Certificates of Completion do not require an application and are awarded by the individual program departments. Application must be made no later than the tenth (10th) day of the quarter of expected degree/certificate completion. Specific dates are published in the quarterly class schedules and in the Credential Evaluation Office.

Applications received after the deadline will automatically be processed for the following quarter, unless a Late Application Petition is submitted with the application and approved. All degrees and certificates are sent by mail approximately four (4) to six (6) weeks following the end of the application quarter.

### Late Applications

Students who miss the posted application deadline may submit a Late Application Petition. The petition should be submitted with the Program Completion Application. The form is available in the Credential Evaluation Office in Gaiser Hall.

## Graduation Ceremony

### Participation in Commencement Ceremonies

The June commencement is a ceremony for those students who have completed or plan to complete their degree or certificate during fall, winter, spring of the current school year, or the summer quarter immediately following. Participation is not required. Candidates must file their Program Completion Application and cap-and-gown order by the appropriate deadline to be eligible. Ceremony participation does not guarantee degree completion.

### Caps & Gowns

Only students who submit a Cap and Gown Order Form and a Program Completion Application will be allowed to participate in the commencement ceremony. The cap and gown order form is available in the Credential Evaluation Office in Gaiser Hall. The cap-and-gown-deadline for submission is always the last day of the winter quarter. Students who turn in their cap-and-gown order form after the deadline will be charged a late fee. Students who have submitted their cap and gown order form will receive detailed information in mid-May regarding the process for ceremony participation and cap-and-gown disbursement.

### Academic Honors

To be eligible for academic honors, students must have a minimum GPA of 3.40. Honors for the Associate in Arts degree and the Associate in Science-Transfer degree are based on the cumulative college-level GPA, while the Asso-

ciate in Applied Science, Associate of Applied Technology and Certificate of Proficiency are based on the cumulative GPA. Students in the associate degree programs will earn the designation of “with honors” for a GPA of 3.40 to 3.89, and the designation of “with highest honors” for a GPA of 3.90 or higher. Certificates of Proficiency will be granted the designation of “with merit” for a GPA of 3.40 or higher (Certificates of Achievement are not eligible for honors designations). Those students participating in June ceremonies will receive recognition at the celebration based on their appropriate GPA on record at the end of winter quarter. If honor status changes once final grades are processed, adjustments will be made to the student record.

## Program Completion Checklist

Please use the checklist below to keep yourself on track toward your personal educational goals.

- Apply for admission and to Clark College.
- Pay the non-refundable application fee.
- Send official copies of transcripts from all previously attended colleges or universities.
- Take placement test with the Assessment Center.
- NEW Students
  - o Attend New Student Orientation (required).
  - o Meet with an advisor at orientation.
  - o Register for classes at orientation.
- TRANSFER OR RETURNING Students
  - o Attend New Student Orientation (optional).
  - o Meet with an advisor.
  - o Register for classes.
- Request an official evaluation from the Credential Evaluations Office at the mid-point of chosen program.
- Submit a Program Completion Application by the tenth (10th) day of the quarter you plan to complete final requirements for your program of study.
- Submit a Cap and Gown Order Form by end of Winter Quarter if you plan to participate in the graduation ceremony held in June each year.
- Complete all requirements for the chosen program of study.
- Congratulations! You're a graduate.

## Distribution Coding

The following codes may be included in some course descriptions and indicate the applicability of the course toward the general education requirements of Clark College degrees and certificates.

C	Communication Skills
CP	Computational Skills
GE	General Elective
HA	Humanities Academic (A list)
HB	Humanities Performance (B list)
HE	Health
HR	Human Relations
HPE	Health & Physical Education

NS	Natural Sciences
OC	Oral Communications
PE	Physical Education Activity
Q	Quantitative Skills
SE	Specified Elective
SS	Social Sciences

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## Transfer Degrees

Associate in Arts (AA)

Associate in Arts – Major Related Program (MRP)

Associate in Fine Arts (AFA)

Associate in Science Transfer – Track 1 (AST 1)

Associate in Science Transfer – Track 2 (AST 2)

Associate in Science Transfer – Major Related Program (MRP)

Associate in Applied Science – Transfer (AAS-T) (*Early Childhood Education only*)

### Associate in Arts (AA) Degree Intent

The Associate in Arts (AA) degree is designed for students planning to transfer to a four-year institution to pursue a bachelor's degree program. The degree, in most cases, meets the first two (2) years of general education requirements at the senior institution. There are exceptions; please check with the transfer institution for additional information. Most students transferring with the AA degree will be granted junior standing upon entry to the senior institution.

The standard Associate in Arts degree is also known as a Direct Transfer Agreement (DTA) Associate degree.

### AA – DTA Degree Options:

- General Transfer
- Addiction Counselor Education
- Biology – MRP
- Business Administration – transfer to WSU Vancouver
- Business Administration – MRP
- Dental Hygiene
- Elementary Education – MRP
- Elementary Education – transfer to WSU Vancouver
- Math Education – MRP

- Nursing – transfer to WSU Vancouver
- Pre-Nursing – MRP

A student may not earn more than one (1) DTA degree at Clark College. Students are advised to carefully examine the differences in the degree requirements where there is more than one choice within a major field and be sure that their transfer intent is in line with the degree chosen. Please note that all AA – MRP listings above are Direct Transfer Agreements (DTA).

## General Requirements for All Associate in Arts Degrees

- Complete a minimum of ninety (90) college-level credits.
- Maintain a minimum cumulative college-level GPA of 2.00 or higher.
- Thirty (30) credits minimum must be completed at Clark College to meet Academic Residency.
- Submit a Program Completion Application by the appropriate deadline.

## General Credit Restrictions

**Credit by Department:** Ten (10) credits maximum from any single department can be used to fulfill Humanities, Social Sciences and Natural Sciences distribution requirements.

**World Language:** Five (5) credits maximum in 100-level world language can be used to fulfill Humanities distribution requirements. Additional 100-level foreign language coursework can be used to meet Specified Elective requirements.

**Debate Courses:** Twelve (12) credits maximum in CMST 171, 172, 173, 271, 272, and 273 can apply toward the degree.

**Physical Education Activity:** Six (6) credits maximum in PE activity can apply toward the degree. Eligible Health/Physical Education courses (HPE) count as one (1) PE activity credit. PE credits can apply to the degree as follows:

- One (1) credit in PE activity
- Two (2) credits in Specified Electives
- Three (3) credits in General Electives

**Non-Traditional Coursework:** Fifteen (15) credits maximum in non-traditional coursework can apply toward the degree. This includes AP, IB, CLEP, Cooperative Work Experience, Credit-by-Challenge, Military Experience, Special Projects, and Tech Prep for the AA degree only.

**Pass/Fail Grading Option:** Thirty (30) credits maximum in courses with Pass/Fail grading option can apply toward the degree, with the exception of the AA Nursing degree which exceeds this limit because of clinical requirements.

## General Restrictions

1. A course can apply toward only one (1) distribution requirement (i.e., Communication Skills, Quantitative Skills, Humanities, Social Sciences and Natural Sciences). The exception is for Oral Communications, which is a local degree requirement.
2. Excess credits earned in distribution areas (i.e., Communication Skills, Quantitative Skills, Humanities, Social Sciences and Natural Sciences) can be used to fulfill the Specified Elective requirement.
3. Credit by Challenge coursework will meet academic residency requirements.

## Associate in Arts (AA) – General Transfer

### General Education Requirements

#### Communication Skills [C] – 10 credits minimum

To fulfill the communications requirement for the AA general transfer degree, students must:

1. Take ENGL& 101 or ENGL 135 at five (5) credits;

AND EITHER:

2a. Take another five- (5) credit English composition course (ENGL& 102 or 235, or ENGL 109 or 110).

OR

2b. Take another three- (3) credit English composition course (ENGL 108, 109 or 110 (taken when three (3) credits) or ENGL 212/BUS 211); AND take a five- (5) credit communication studies course (CMST& 210, 220, or 230).

#### Quantitative Skills [Q] – 5 credits

Complete a minimum of five (5) credits of coursework 100-level or above with an intermediate algebra prerequisite from the list of courses below:

- BUS 203, 204
- CSE 120, 121, 222, 223, 224
- ENVS 135
- MATH 103, 105, 111, 120, 121, 122, 123, 124, 135, 140, 203, 204, 205, 215, 221
- MATH& 107, 148, 151, 152, 153, 254

#### Health & Physical Education [HE, HPE, PE] – 3 credits

Complete three (3) credits from either option one or option two:

Option One: Complete two (2) credits of Health from the list below AND one (1) credit of any college-level PE activity course:

- HLTH 100, 101, 103, 104, 206, 207, 208, 210, or 278
- PE activity

Option Two: Complete three (3) credits from one (1) of the courses listed below:

- HPE 258 or 266

#### Oral Communication [OC] – 5 credits

Clark students must complete a course in oral communication effective Fall 2011. Students may apply this course within the Humanities, Social Sciences, or Communication Skills distribution area or count the course as a specified elective. At Clark the options are as follows:

- CMST&210, 220, or 230 (all 5 credits)

### Distribution Requirements

Complete a minimum of forty-five (45) credits from the distribution requirements.

Note: Some specific requirements of a program may also meet the General Education requirements.

#### Humanities [HA, HB] – 15 credits

Select courses from at least two (2) subject areas for a minimum of fifteen (15) credits. You may include no more than 10 credits from any one subject area. A maximum of five (5) credits of “B” list coursework may be applied. A maximum of five (5) credits of 100-level foreign language can be applied.



### **Social Sciences [SS] – 15 credits**

Select courses from at least three (3) subject areas for a minimum of fifteen (15) credits. You may include no more than ten (10) credits from any one subject area.

### **Natural Sciences [NS] – 15 credits**

Select courses from at least two (2) subject areas for a minimum of fifteen (15) credits. You may include no more than ten (10) credits from one subject area. You must include at least one lab science. MATH and CTEC courses do not fulfill this requirement, except MATH 135.

## **Elective Requirements**

Complete a total of twenty-seven (27) credits from courses numbered 100 and above. The two areas of Electives are listed below. No more than 15 credits can be taken from the General Elective area.

### **Specified Electives [SE] – Courses that apply: [C, Q, HA, HB, SS, NS, SE, HE, HPE, PE, OC] – 12 credits**

A maximum of two (2) credits in PE activity can apply toward this area. Courses coded as HPE count as one (1) credit of PE activity.

### **General Electives [GE] – 15 credits**

These courses may be vocational in nature from Career and Technical education courses. The transferability of the Career-Technical courses and any ENL 100-level courses is determined by the receiving baccalaureate institution.

**Note:** Coursework in ESL or FLPC cannot apply to the AA degree program.

## **Distribution List for Associate in Arts Degree – General Transfer**

Note: Some distribution requirements may be met by major area courses.

### **Humanities [List A=HA, List B=HB] – 15 credits**

Select courses from the list below. Select from at least two (2) subject areas for a minimum of fifteen (15) credits. You may include no more than ten (10) credits from any one subject area. A maximum of five (5) credits of “B” list coursework may be applied. A maximum of five (5) credits of 100-level foreign language can be applied.

#### **Art (ART)**

List A: 118, 131, 151, 172, 220, 221, 222, 223, 225, 226, 250

List B: 103, 104, 105, 110, 115, 116, 117, 137, 138, 140, 141, 142, 145, 146, 168, 169, 170, 173, 174, 175, 177, 178, 179, 180, 181, 189, 190, 191, 203, 204, 206, 207, 208, 257, 258, 259, 260, 261, 262, 270, 271, 273, 274, 278, 290, 295, 296, 297

#### **Biology (BIOL – List A only)**

BIOL 180

#### **Communication Studies (CMST/CMST&)**

List A: CMST 216, 240; CMST& 102, 210, 220 or 230

List B: CMST 171, 172, 173, 271, 272, 273

#### **Drama (DRMA/DRMA&)**

List A: DRMA& 101

List B: DRMA 140, 141, 142, 143, 144, 145, 150, 152, 171, 172, 173, 240, 243, 244, 245, 250, 271, 272, 273

English (ENGL)

List A: ENGL 130, 131, 132, 133, 140, 143, 145, 150, 152, 156, 260, 261, 262, 264, 265, 266, 267, 268, 269, 270, 272

List B: ENGL 121, 122, 123, 125, 126, 275, 276, 290

Humanities (HUM/HUM& – List A only)

HUM& 101; HUM 102, 103, 112, 152, 180, 210

Journalism (JOUR)

List A: JOUR 101

Music (MUSC/MUSC&)

List A: MUSC 100, 116, 117, 118, 125, 127, 135; MUSC& 104, 141, 142, 143, 231, 232, 233

List B: MUSC 101, 103, 106, 110, 115, 137, 138, 139, 146, 150, 151, 152, 153, 154, 155, 170, 171, 172, 173, 174, 175, 176, 177, 178, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 193, 195, 196, 197, 201, 202, 210, 237, 238, 239, 250, 251, 252, 253, 254, 255, 270, 271, 272, 273, 274, 275, 276, 277, 278, 280, 281, 282, 283, 284, 285, 287, 288, 289, 290, 295, 296, 297; MUSC& 121, 122, 123, 221, 222, 223

Philosophy (PHIL/PHIL& – List A only)

PHIL 115, 116, 117, 160, 240, 251, 280, 290; PHIL& 101, 106

Women's Studies (WS – List A only)

WS 101, 201, 210

World Language (ASL&, CHIN&, FRCH/FRCH&, GERM&, JAPN&, SPAN/SPAN&)

List A: ASL& 121, 122, 123, 221, 222, 223; CHIN& 121; FRCH& 121, 122, 123, 221, 222, 223, 290; GERM 290, GERM& 121, 122, 123, 221, 222, 223; JAPN& 121, 122, 123, 221, 222, 223; SPAN 290, SPAN& 121, 122, 123, 221, 222, 223

List B: FRCH 141, SPAN 141

**Social Sciences [SS] – 15 credits**

Select courses from at least three (3) subject areas for a minimum of fifteen (15) credits. You may include no more than ten (10) credits from any one subject area.

Anthropology – ANTH& 204, 206, 215

Communication Studies – CMST& 230

Criminal Justice – CJ& 101

Economics – ECON 101, 107, 110, 111, 112, 120; ECON& 201, 202

Environmental Science – ENV 231

Geography – GEOG 101, 107

History – HIST 231, 251, 252, 253; HIST& 126, 127, 128, 146, 147, 148, 215

Humanities – HUM 210

Political Science – POLS 111, 131, 141, 151, 152, 153, 231, 251, 252, 253; POLS& 203

Psychology – PSYC 203; PSYC& 100, 200,

Sociology – SOC 121, 211, 220 SOC& 101, 201

Women's Studies – WS 101, 201, 210

### Natural Sciences [NS] – 15 credits

Select courses from at least two (2) subject areas for a minimum of fifteen (15) credits. You may include no more than ten (10) credits from one subject area. You must include at least one lab science. Lab courses are denoted by the letter “L”.

1. Agriculture – AG 175L
2. Anthropology – ANTH& 215L
3. Astronomy – ASTR& 101L
4. Biology – BIOL& 100L, 221L, 222L, 223L, 251L, 252L, 253L, 260L,  
BIOL 101,139, 140, 141, 142, 143, 145, 146, 150L, 164, 165L, 167, 168L, 180, 208L, 224L,
5. Chemistry – CHEM& 110L, 121L, 131L, 141, 142, 143, 151L, 152L, 153L, 241, 242, 243, 251L,  
252L, 253L
6. Environmental Science – ENVS 109L, 135, 210L, 211L, 218L, 221L
7. Geology – GEOL& 101L, 103L, GEOL 102L, 109, 218
8. Humanities – HUM 180
9. Mathematics – MATH 135
10. Meteorology – METR& 101L
11. Nutrition – NUTR 103
12. Physical Science – PHSC 101L, 102L, 104L, 106, 110L
13. Physics – PHYS& 100, 101L, 121L, 122L, 123L, 221L, 222L, 223L

### Specified Electives

All courses numbered 100 and above (except 199 and 290) in the departments listed below may be used to meet the Specified Elective portion of the degree (some departments have chosen specifically listed courses only or have excluded specific courses).

- Accounting – ACCT& 201, 202, 203 only
- Addiction Counseling – ACED 101 only
- American Sign Language
- Anthropology
- Art
- Astronomy
- Biology
- Business – BUS& 101, 201, BUS 203, 204, 211 only
- Chemistry
- Chinese
- Communication Studies – excluding 212, 280
- Computer Science & Engineering
- Computer Technology – CTEC 100, 120, 121, 123, 124, 125, 224 only
- Drama
- Early Childhood Education – 121, 137, 138 only

Economics  
Education – EDUC& 201 only  
Engineering – excluding ENGR& 110 and 130  
English  
Environmental Science  
Forensic Science  
French  
Geography  
Geology  
German  
Health – excluding HLTH 120 and 121  
Health & Physical Education – HPE counts as one (1) credit of physical education  
History  
Humanities  
Japanese  
Journalism – JOUR 101 only  
Mathematics  
Meteorology  
Music  
Nutrition  
Paralegal 212  
Philosophy  
Physical Education (2 credit maximum in activity courses for specified electives)  
Physical Science  
Physics  
Political Science  
Psychology  
Sociology  
Spanish  
Women's Studies

### **General Electives**

These courses may be vocational in nature from Career and Technical education courses. The transferability of the Career-Technical courses and any ENL 100-level courses is determined by the receiving baccalaureate institution. Clark College has a three (3) credit maximum for physical education activity.

### **Associate in Arts – Major Related Programs (MRP)**

To help transfer students better prepare for their junior year, two-year and four-year institutions are working together to create transfer associate degrees outlining the appropriate courses in order for students to be well prepared

to enter their chosen major upon transfer. The MRP degrees follow the Direct Transfer Agreement (DTA) format of the Associate in Arts degree.

The DTA/MRP pathway is applicable to students planning to prepare for the following majors at various universities in Washington. Clark College offers the following Associate in Arts – DTA/MRP in:

- Biology
- Business
- Elementary Education
- Math Education
- Pre-Nursing

The MRP degrees listed above have slightly different graduation requirements than other Clark transfer degrees because the curriculum was created via an articulation agreement between Washington two-year and four-year schools. Most notably, AA – MRP degrees do not share Clark's requirement for HPE or Oral Communication (though some of these degrees do require a CMST class). Clark students are encouraged to take HPE or oral communication courses, where appropriate, in case their degree choice changes. General Education requirements and general credit restrictions are identical.

## **Associate in Arts – Option B (AAB)**

The Option B degree is designed for students who are certain of the specific four-year program to which they will transfer. Students can design a program to fulfill the senior institution's general admission and program entry requirements. After completion of the program, the student will be awarded an Associate in Arts degree that fulfills the lower-division requirements for the department to which they are applying at the baccalaureate-granting institution. This degree is not a transferrable DTA.

### **General Education Requirements**

- Complete a minimum of ninety (90) college-level credits as authorized for transfer by the four-year institution's representative and/or the student's faculty advisor.
- Maintain a minimum cumulative college-level GPA of 2.00 or higher.
- Thirty (30) credits minimum must be completed at Clark College to meet Academic Residency.
- Select courses that meet the senior institution's general distribution requirements plus any special proficiency requirements for entrance. The student should be prepared to provide a copy of the senior institution's current catalog to their Clark College advisor for assistance in program planning.
- Students must be aware that this degree program is NOT a program that adheres to the Direct Transfer Agreement. Students will be required to complete the senior institution's general undergraduate degree requirements.
- Associate in Arts – Option B degree candidates must present to the Credential Evaluations Office, at least two (2) quarters prior to graduation, a copy of their Option B Plan that has been created with their advisor together with any supporting documentation.

## **AA – Option B Distribution Requirements**

Courses should be selected in order to fulfill the senior institution's general education requirements (not Clark's) as defined in the transfer institution's catalog. Students need to meet the following requirements while fulfilling their Associate in Arts – Option B degree:

- Communication Skills: Five (5) credits
- Quantitative Skills: Five (5) credits

- Humanities: Ten (10) credits
- Social Sciences: Ten (10) credits
- Natural Sciences: Ten (10) credits, including one (1) laboratory science
- Foreign Language: Foreign language proficiency is not required for every degree program.\*

\* *Students should consult with their senior institution's representative to confirm requirements. Clark College recommends that those students who did not fulfill foreign language proficiencies in high school take their foreign language while at Clark. Students must complete the 1st, 2nd and 3rd course sequence in a foreign language in order to fulfill foreign language requirements, where applicable. This means up to fifteen (15) credits of foreign language may need to be taken at Clark.*

## Articulation Programs

Certain degree programs are offered at Clark College that have been set up in cooperation with four-year institutions. Program tracks that have been approved by Clark's Instructional Planning Team are eligible for Clark's Associate in Arts – Option B degree, even if they do not meet the core requirements. Intensive research, planning, and cooperation on the part of multiple institutions have gone into the development of these programs.

## Associate in Fine Arts (AFA)

### Degree Intent

This transfer preparation degree is designed for students planning to transfer to a senior institution to pursue a bachelor's degree program (BA or BFA) in fine arts. The degree programs focus on coursework specific to the intended major area of study at the senior institution. While coursework in general education, social sciences, and natural sciences is included, additional coursework in these areas will be required at the senior institution. It is important for students to meet with program-specific advisors to determine an appropriate educational plan. The AFA is NOT a direct-transfer agreement degree, so students need to be especially aware of requirements of the receiving senior institution.

Currently, Clark College only offers one (1) Associate in Fine Arts in Graphic Design. Please contact either the Art department or Computer Graphics Technology department for advising information.

### General Requirements

- Complete a minimum of ninety (90) college-level credits in specified curriculum.
- Maintain a minimum cumulative college-level GPA of 2.00 or higher.
- Thirty (30) credits minimum must be completed at Clark College to meet Academic Residency.
- Submit a program completion application by the appropriate deadline.

### General Credit Restrictions

**Credit by Department:** Ten (10) credits maximum from any single department can be used to fulfill the Humanities, Natural Sciences and Social Sciences distribution requirement.

**World Language:** Five (5) credits maximum in 100-level world language can be used to fulfill the Humanities distribution requirements. Additional 100-level world language coursework can be used to meet other electives or major requirements.

**Debate:** Twelve (12) credits maximum in CMST 171, 172, 173, 271, 272, and 273 can apply toward the degree.

**Physical Education Activity:** Six (6) credits maximum in PE activity can apply toward the degree. Eligible Health/Physical Education courses (HPE) count as one (1) PE activity credit.

**Non-Traditional Coursework:** Fifteen (15) credits maximum in non-traditional coursework. This includes AP, IB, CLEP, Cooperative Work Experience, Credit by Challenge, Military Experience, Special Projects, and Tech Prep.

**Pass/Fail Grading Option:** Thirty (30) credits maximum in courses with Pass/Fail grading option.

## General Restrictions

A course can apply toward only one (1) distribution requirement (i.e., Communication Skills, Quantitative Skills, Humanities, Social Sciences and Natural Sciences). Excess credits earned in distribution areas (i.e., Communication Skills, Quantitative Skills, Humanities, Social Sciences and Natural Sciences) can be used to fulfill the Specified Elective requirement. Credit by Challenge coursework will meet Academic Residency requirements.

## General Education Requirements

### Communication Skills [C] – 5 credits

- Complete ENGL& 101.

Note: Students who have completed English 101 or its equivalent at less than five (5) credits may complete the communications requirement by completing any of the courses (or their appropriate transfer equivalents) in written or oral communications as defined within the Associate of Arts distribution requirements.

### Quantitative Skills [Q] – 5 credits

- Complete a college-level course in quantitative skills, computer science or technology, or symbolic logic as determined by the AFA program department.

### Health & Physical Education [HE, HPE, PE] – 3 credits

Complete three (3) credits from either option one or option two:

Option One: Complete two (2) credits of Health from the list below AND one (1) credit of any college-level PE activity course:

- HLTH 100, 101, 103, 104, 206, 207, 208 210, or 278
- PE activity

Option Two: Complete three (3) credits from one (1) of the courses listed below:

- HPE 258 or 266

### Humanities [HA] – 5 credits

Select five (5) credits of coursework from the Humanities AA distribution list. Courses must be List A courses. The course completed cannot be part of the AFA major requirements.

### Social Sciences [SS] – 5 credits

Select five (5) credits of coursework from the Social Sciences AA distribution list. The course completed cannot be part of the AFA major requirements.

### Natural Sciences [NS] – 5 credits

Select five (5) credits of coursework from the Natural Sciences AA distribution list. The course completed must include a lab, which are denoted by the letter “L.” The course completed cannot be part of the AFA major requirements.

The balance of the program shall be defined by the major department and should be a minimum of 90 credits.

## Associate in Science – Transfer

### Degree Intent

The transfer preparation degrees are designed for students planning to transfer to a senior institution to pursue a bachelor’s degree program in science and/or engineering. The degree programs focus on coursework specific to the intended major area of study at the senior institution. While coursework in general education, humanities, and Social Sciences is included, additional coursework in these areas will be required at the senior institution. It is important for students to meet with program-specific advisors to determine an appropriate educational plan.

## General Requirements

- Complete a minimum of ninety (90) college-level credits in specified curriculum.
- Maintain a minimum cumulative college-level GPA of 2.00 or higher.
- Thirty (30) credits minimum must be completed at Clark College to meet Academic Residency.

## General Credit Restrictions

**Credit by Department:** Ten (10) credits maximum from any single department can be used to fulfill the Humanities and Social Sciences distribution requirement.

**World Language:** Five (5) credits maximum in 100-level world language can be used to fulfill the Humanities distribution requirements.

**Debate:** Twelve (12) credits maximum in CMST 171, 172, 173, 271, 272, and 273 can apply toward the degree.

**Physical Education Activity:** Six (6) credits maximum in PE activity can apply toward the degree. Eligible Health/Physical Education courses (HPE) count as one (1) PE activity credit.

**Non-Traditional Coursework:** Fifteen (15) credits maximum in non-traditional coursework. This includes AP, IB, CLEP, Cooperative Work Experience, Credit by Challenge, Military Experience, Special Projects, and Tech Prep.

**Pass/Fail Grading Option:** Thirty (30) credits maximum in courses with Pass/Fail grading option.

## General Restrictions

A course can apply toward only one (1) distribution requirement (i.e., Communication Skills, Quantitative Skills, Humanities, Social Sciences and Natural Sciences). Credit by Challenge coursework will meet Academic Residency requirements.

## Associate in Science – Track 1 (AST1)

Associate in Science – Track 1 is for students intending to transfer into programs in:

- Biological Sciences
- Chemistry
- Earth Science
- Environmental/Resource Sciences
- Geology

## General Education Requirements

### Communication Skills [C] – 5 credits

- Complete ENGL& 101.

### Quantitative Skills – 10 credits

- Complete MATH&151 and 152, or Math courses that have MATH&152 as a prerequisite.

**Note:** MATH& 151 (Calculus I) requires the successful completion of both MATH 103 (trigonometry) and MATH 111 (college algebra), or recommending score on an approved placement test prior to registration. These prerequisite courses can be used to fulfill elective requirements within the Associate in Science (AS) degree program.



### Health & Physical Education [HE, HPE, PE] – 3 credits

Complete three (3) credits from either Option One or Option Two:

Option One: Complete two (2) credits of Health from the list below AND one (1) credit of any college-level PE activity course:

- HLTH 100, 101, 103, 104, 206, 207, 208, 210, or 278
- PE activity

Option Two: Complete three (3) credits from one (1) of the courses listed below:

- HPE 258 or 266

### Humanities & Social Sciences [HA,SS] – 15 credits

Select five (5) credits of coursework from Humanities List A, five (5) credits of coursework from Social Sciences, and an additional five (5) credits of coursework from either area for a minimum of fifteen (15) credits. Humanities List A and Social Sciences courses must be selected from the Associate of Arts Distribution List.

### Pre-major Sequence – 45 to 52 credits

All students planning to earn the Associate in Science – Track 1 degree are required to complete the following course sequences. The sequences taken are dependent on the major of the student. **Sequences should be started and finished at the same institution to ensure proper transfer. Students MUST consult with faculty or advising staff to pick the correct sequences.**

1. Chemistry sequence (required of all) 16 credits
  - CHEM&141, 142, 143, 151L, 152L, 153L (16 credits)
2. Additional mathematics courses (required of all—**be sure to consult advisor to identify correct path**)—5 or 6 credits
  - MATH&153 or MATH 203 AND 204
3. One of the following sequence paths depending on the chosen major:
  - A. Biological Science
    - BIOL&221L, 222L, and 223L
    - Students should then consult with the baccalaureate institution to see which of these sequences should be taken: CHEM&241, 242, 243, 251L, 252L, and 253L; OR PHYS&121L, 122L, and 123L.
  - B. Chemistry and Geology Majors
    - PHYS&221L, 222L, and 223L.
  - C. Environmental/Resource Sciences & Earth Science Majors

Complete 15 credits in one of the following three-course sequences (consult the baccalaureate institution for best information):

- BIOL&221L, 222L, and 223L, or
- PHYS&121L, 122L, and 123L, or
- PHYS&221L, 222L, and 223L

### 4. Science Electives (10 to 15 credits)

Complete an additional ten (10) to fifteen (15) credits (preferably in a two- or three-quarter sequence) in courses from the following list:

- Biology – BIOL 208L, 224L; BIOL& 221L, 222L, 223L, 251L, 252L, 253L, 260L

- Chemistry – CHEM& 241L, 242L, 243L, 251L, 252L, 253L
- Computer Science Engineering – CSE 101
- Engineering – ENGR 101, 102, 103
- Environmental Science – ENVS 210, 211, 218L, 221
- Geology – GEOL102L, 218L; GEOL& 101, 103
- Math – MATH 203, 204, 205, 215, 221; MATH& 153, 254
- Physics – PHYS& 121L, 122L, 123L, 221L, 222L, 223L

#### Other Electives – 5 to 12 credits

Sufficient additional college-level credits so that total credits earned is at least 90 quarter credits. These remaining courses may include prerequisites for major courses (e.g., Math 103 and 111), additional major coursework, or specific general education or other university requirements, as approved by the advisor.

## Associate in Science – Track 2 (AST2)

Associate in Science – Track 2 is for students intending to transfer into programs in:

- Atmospheric Science
- Computer Science
- Engineering
- Physics

## General Education Requirements

### Communication Skills [C] – 5 credits

- Complete ENGL& 101.

### Quantitative Skills [Q] – 10 credits

- Complete MATH& 151 and 152, or Math courses that have MATH&152 as a prerequisite.

**Note:** MATH& 151 (Calculus I) requires the successful completion of both MATH 103 (trigonometry) and MATH 111 (college algebra), or recommending score on an approved placement test prior to registration. These prerequisite courses can be used to fulfill elective requirements within the Associate in Science (AS) degree program.

### Health & Physical Education [HE, HPE, PE] – 3 credits

Complete three (3) credits from either Option One or Option Two:

Option One: Complete two (2) credits of Health from the list below AND one (1) credit of any college-level PE activity course:

- HLTH 100, 101, 103, 104, 206, 207, 208, or 210
- PE activity

Option Two: Complete three (3) credits from one (1) of the courses listed below:

- HPE 258 or 266

### Humanities & Social Sciences [HA, SS] – 15 credits

Select five (5) credits of coursework from Humanities List A, five (5) credits of coursework from Social Sciences, and an additional five (5) credits of coursework from either area for a minimum of fifteen (15) credits. Humanities List A and Social Sciences courses must be selected from the Associate of Arts Distribution List.

### Pre-major Sequence – 25 credits

All students planning to earn the Associate in Science – Track 2 degree are required to complete the following course sequences. Please note that there are different sequences for Engineering and Non-engineering majors. The sequences taken are dependent on the major of the student. **Sequences should be started and finished at the same institution to ensure proper transfer. Students MUST consult with faculty or advising staff to pick the correct sequences.**

#### *Engineering Major*

1. Calculus-based Physics sequence – 15 credits
  - PHYS& 221, 222, and 223
2. Chemistry with Lab
  - CHEM&141, 151
3. Additional mathematics courses (required of all—**be sure to consult advisor to identify correct path**)—5 or 6 credits
  - MATH&153 or MATH 203 AND 204

#### *Non-engineering Major*

1. One of the Physics sequences—Consult with the baccalaureate institution to see which sequence is required—15 credits
  - PHYS& 121, 122, and 123 OR PHYS& 221, 222, and 223
2. Chemistry with Lab
  - CHEM&141, 151
3. Additional mathematics courses (required of all—**be sure to consult advisor to identify correct path**)—5 or 6 credits
  - MATH&153 or MATH 203 AND 204

### Elective Requirements – 32 credits

Students are again advised to consult with an advisor to ensure that the courses selected are the best fit for their major and transfer intent. Sequences should be started and finished at the same institution.

#### *Engineering Major*

Choose from the courses listed below:

- CHEM& 142, 143, 152, 153, 241, 242, 243, 251, 252, 253
- CSE 101, 120, 121, 222, 223, 224, 290
- CS& 131, 141
- ENGR& 104, 114, 204, 214, 215, 224
- ENGR 101, 102, 103 107, 109 113, 115, 120, 121, 140, 150, 221, 225, 239, 250, 252, 253, 270, 280
- MATH& 254
- MATH 215, 221

#### *Non-engineering Major*

The remaining credits should be planned with the help of an advisor based on the requirements of the specific discipline at the baccalaureate institution the student selects to attend. Students can choose from the following list:

- BIOL& 100, 221, 222, 223, 224, 251, 252, 253, 260
- BIOL 101, 164, 165, 208,

- CHEM& 142, 143, 152, 153, 241, 242, 243, 251, 252, 253
- CSE 120, 121, 222, 223, 224, 290
- CS& 131, 141
- ENGR& 104, 114, 204, 214, 215, 224
- ENGR 101, 102, 107, 109 113, 115, 120, 121, 140, 150, 221, 225, 239, 250, 252, 253, 270, 280
- ENVS 210, 218L
- MATH& 153, 254
- MATH 203, 204, 215, 221
- PHYS& 221, 222, and 223
- The pre-calculus courses (MATH 103 and 111) might also be used as electives if these courses had to be taken in preparation for the calculus sequence.

## Associate in Science Transfer – State-articulated programs

In addition to the general Associate in Science degree, there are several articulated programs that utilize the Associate in Science Tracks 1 and 2.

### Associate of Science – Track 1:

- Biology Education
- Chemistry Education
- General Science Education

### Associate of Science – Track 2:

- Bioengineering and Chemical Engineering
- Computer and Electrical Engineering – MRP
- Mechanical/Civil/Aeronautical/Industrial/Materials Science Engineering
- Physics Education

These degrees listed above have slightly different graduation requirements than other Clark transfer degrees because the curriculum was created via an articulation agreement between Washington two-year and four-year schools. Most notably, these AS degrees do not share Clark's requirement for HPE. Clark students are encouraged to take HPE, where appropriate, in case their degree choice changes. General Education requirements and general credit restrictions are identical.

## Associate in Applied Science – Transfer Degree (AAS-T)

The Associate in Applied Science – Transfer degree (AAS-T) is designed to build upon the technical courses required for job preparation but also includes a college-level General-Education component, common in structure for all such degrees. In general, technical degree programs are not designed for transfer to other colleges or universities. However, several four-year colleges and universities have specific bachelor's degree programs that accept AAS-T degrees. Clark College currently has one AAS-T degree in Early Childhood Education (see the Early Childhood Education program description in this catalog for specific program requirements).

Students seeking to transfer into degree programs other than those specifically designed for the AAS-T are urged to consider the DTA or AS-T in preparation for transfer. Majors outside the specifically designed degrees listed above likely will accept very few of the credits in the AAS-T degree (English composition, college-level math, and other general education courses will transfer).

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# Career and Technical Degrees and Certificates

Associate in Applied Science (AAS)

Associate in Applied Technology (AAT)

Certificate of Proficiency (CP)

Certificate of Achievement (CA)

Certificate of Completion

## Degree & Certificate Intent

The career and technical education degrees and certificates are designed for students interested in gaining specific technical career skills. Students focus on completing program specific coursework, balanced by minimal general education courses. Although the Associate in Applied Science and the Associate in Applied Technology degree programs are not designed to guarantee transfer to a senior institution, some institutions may accept technical coursework for students in certain areas of study. Students should contact an advisor and/or the senior institution for additional information.

## General Requirements

Complete a minimum number of credits in specified curriculum:

- Associate Degree: Ninety (90) credits minimum
- Certificate of Proficiency: Forty-five (45) credits minimum
- Certificate of Achievement: Forty-four (44) credits maximum
- Maintain a minimum cumulative GPA of 2.00 or higher.

Meet academic residency requirements as follows:

- Associate Degree: Thirty (30) credits minimum must be completed at Clark College.
- Certificate of Proficiency: Fifteen (15) credits minimum must be completed at Clark College.
- Certificate of Achievement: Ten (10) credits minimum must be completed at Clark College.
- Earn a grade of “C” (2.00) or higher in each major area requirement and specifically listed course unless otherwise noted in the department requirements of Section C.

## General Credit Restrictions

**Physical Education Activity:** Six (6) credits maximum in PE activity can apply toward the degree. Eligible HPE courses count as one (1) PE activity credit.

**Non-Traditional Coursework:** Thirty (30) credits maximum in non-traditional coursework. This includes AP, IB (see further restriction below), CLEP, Cooperative Work Experience, Credit by Challenge, Military Experience, and Special Projects. Because of its dual transcription, Tech Prep coursework in excess of 30 credits is allowed.

**Advanced Placement / International Baccalaureate:** Fifteen (15) credits combined maximum in Advanced Placement (AP) and International Baccalaureate (IB).

**Pass /Fail Grading Option:** Thirty (30) credits maximum in courses with Pass / Fail grading option. For AAS degrees in nursing, the thirty-credit maximum is waived due to clinical requirements.

## General Information

For Associate in Applied Science degrees, General Education courses are restricted to two (2) distribution areas in the general education area of the degree.

Credit by Challenge coursework will meet academic residency requirements.

## Associate in Applied Science (AAS)

The Associate in Applied Science degree is designed for students who wish to complete a program with a specific career and technical education objective. Students are required to complete a minimum of thirty (30) credits at Clark College to meet Academic Residency requirement. Students are required to maintain a cumulative GPA of 2.00 to receive this degree.

## General Education Requirements

**Note:** Some specific requirements of a program may also meet the General Education requirements.

### Communication Skills [C] – 6 credits minimum

Select one (1) course from list one and an additional course from either list one or list two, depending on program requirements.

#### List One

BTEC 107  
ENGL 098  
ENGL 099  
ENGL& 101 or ENGL 135  
ENGL& 102  
ENGL 108  
ENGL 109  
ENGL 110  
ENGL& 235  
ENGL 212 or BUS 211  
MGMT 107  
PTWR 099

#### List Two

CMST& 210  
CMST& 220  
CMST& 230  
CMST 212

### Health & Physical Education [HE, HPE, PE] – 3 credits

Complete three (3) credits from either Option One or Option Two:

Option One: Complete two (2) credits of Health from the list below AND one (1) credit of any college-level PE activity course:

- HLTH 100, 101, 103, 104, 206, 207, 208, 210 or 278
- PE activity

Option Two: Complete three (3) credits from one (1) of the courses listed below:

- HPE 220, 258, or 266

### **Computational Skills [CP] – 3 credits**

Complete three (3) credits from one of the following options:

- Any MATH course numbered 030 or higher, except MATH 096
- Environmental Science – ENVS 135
- Computer Science – CS& 131, 141
- Computer Science & Engineering – CSE 121, 222, 223, 224
- Computer Technology – CTEC 121, 123, 140, 141, 143, 224, 240, 241 281, 282
- A placement test score qualifying the student for entry into MATH 090 will satisfy this requirement for certain designated programs.

### **Human Relations [HR] – 3 credits**

Complete three (3) credits from the list below:

- Communication Studies – CMST 212; CMST& 210,230
- Human Development – HDEV105, 123, or 155
- Any Psychology (PSYC) or Sociology (SOC) course
- Addiction Counselor Education – ACED 201

### **Humanities [HA, HB] – 3 credits**

Complete three (3) credits from the list below:

- Any Art course numbered 100 or above
- Communication Studies – CMST102, 216, 240; CMST& 210, 220, 230
- Any English course in the AA Humanities distribution requirement
- Any World Language (ASL, CHIN, FRCH, GERM, JAPN,SPAN) course
- Any Humanities course
- Music – MUSC 106, 116, 117, 118, 125, 135, 180, 181, 182, 183, 184, 185; MUSC&104, 141, 142, 143
- Any Philosophy course
- Any Drama course
- Women's Studies – WS 101, 201, or 210

### **Social Sciences [SS] – 3 credits**

Complete three (3) credits from any of following departments (note the restriction on ACED and CMST):

Addiction Counseling – ACED 101, 201

Anthropology

Communication Studies – CMST& 230

Environmental Science – ENVS 231

Forensic Science

Geography

History

Political Science

Psychology

Sociology

Women's Studies

### **Natural Sciences [NS] – 3 credits**

Complete three (3) credits from any of following departments (note the restriction on Agriculture, Anthropology, and Humanities):

Agriculture 175

Geology

Anthropology& 215

Humanities 180

Astronomy

Meteorology

Biology

Nutrition

Chemistry

Physical Science

(except CHEM 050)

Physics

Environmental Science

## **Specific Requirements in an Occupational Field**

Students must complete the courses listed in their career plan, plus electives as needed to meet the ninety (90) credit requirement. Most occupational programs require more than fifty-nine (59) credits of specific requirements.

## **Associate in Applied Technology (AAT)**

The Associate in Applied Technology degree is designed for students who wish to complete a program with a specific technical career objective. Students are required to complete a minimum of thirty (30) credits at Clark College to meet Academic Residency requirement. Students are required to maintain a cumulative GPA of 2.00 to receive this degree.

## **General Education Requirements**

**Note:** Some specific requirements of a program may also meet the General Education requirements. A total of fifteen (15) credits between the three subject areas is required. You may take three (3) to five (5) credits from the courses listed below in each area of Communication Skills, Computational Skills and Human Relation, but the combined total needs to equal fifteen (15) credits.

### **Communication Skills [C] – 5 credits**

Select a minimum of five (5) credits from the list below:

- BTEC 107
- ENGL& 101 or 135
- ENGL 212 or BUS 211
- ENGL& 235

### **Computational Skills [CP] – 5 credits**

Complete five (5) credits from the list below:

- Math – MATH 103, 105, 111, MATH& 107 or any course for which one of these is a prerequisite
- Computer Technology – CTEC 100, 101, 121

### **Human Relations [HR] – 5 credits**

Complete five (5) credits from the list below:

- Communication Studies – CMST 212, 216, CMST&210, 230



- Human Development – HDEV 105, 123, 155, 186, 195, 198, 200
- Management – MGMT100, 101, 104, 106, 110, 112, 120, 122, 125, 128, 132
- Psychology – PSYC&100
- Sociology – SOC& 101
- Women's Studies – WS101

## Specific Requirements in an Occupational Field

Students must complete the courses listed in their career plan, plus electives as needed to meet the ninety (90) credit requirement. All Associate in Applied Technology degree programs require at least seventy-five (75) credits minimum of major-related requirements.

## Certificate of Proficiency (CP)

The Certificate of Proficiency is designed for students who wish to receive specialized occupational training for a specific career objective. Students must maintain a cumulative GPA of 2.00 and take a minimum of forty-five (45) credits to receive this certificate. Students are required to complete a minimum of fifteen (15) credits at Clark College to meet the Academic Residency requirement.

## General Education Requirements

**Note:** Some specific requirements of a program may also meet the General Education requirements.

### Communication Skills [C] – 3 credits

Complete a minimum of three (3) credits from the following course choices:

- BTEC 087 or 107
- BUS 211
- ENGL 097, 098, 099, 103, 135, 212
- ENGL& 101, 102, 235
- Any PTWR course

**Note:** Pharmacy Technician students may meet the Communication Skills requirement by achieving one of the following:

1. Completion of ENGL 098 and a score of 74 on Reading Skills.
2. COMPASS test score of 78 on Writing skills AND completion of READ 087.
3. COMPASS test score of 78 on Writing skills AND a score of 74 on Reading skills.

### Computational Skills [CP] – 3 credits

Complete a minimum of three (3) credits from:

- Any Mathematics (MATH) course, except MATH 096
- Computer Science & Engineering 121, 222, 223, 224, CS& 131, CS& 141
- Any CTEC course except CTEC 102, 103, 104, 105, 115, 180, 181, 200, or 281
- Chemistry 050
- PHAR 110
- HEOC 011 – *Only meets the computational skills requirement for Medical Assistant*
- Business Medical Office 040 – *Only meets the computational skills requirement for Health Information Assistant, Medical Billing/Coding Specialist, and Medical Transcriptionist*

- Environmental Science 135

### **Human Relations [HR] – 3 credits**

Complete a minimum of three (3) credits from:

- Communication Studies – CMST212; CMST& 210, 230
- Any Human Development (HDEV), Psychology (PSYC), or Sociology (SOC) course
- Addiction Counselor Education 201
- Business Technology – BTEC141, 143, 145, 147
- Business Medical Office – BMED 166, 225, 226

### **Specific Requirements in an Occupational Field**

Refer to the prescribed curriculum in the catalog for specific coursework.

## **Certificate of Achievement (CA)**

The Certificate of Achievement is designed for students who wish to receive specialized occupational training for a specialized career objective requiring less than forty-five (45) credits. Students must maintain a cumulative GPA of 2.00 or better. Students are required to complete a minimum of ten (10) credits at Clark College to meet the Academic Residency requirement.

## **Certificate of Completion**

The Certificate of Completion is designed for students who wish to gain entry-level skills or for those who wish to upgrade their skills in a short period of time. Certificates of Completion typically consist of three to four courses. They are awarded by the department with the approval of the program advisory committee and the Office of Instruction. The courses can be taken simultaneously or individually as your schedule allows. Certificates of Completion are not recorded on the student's Clark College transcript. **These certificates are not awarded a standard Clark College diploma.**

Certificates of Completion can be earned through the following departments:

- Business Technology
- Business Technology – Medical Office
- Computer Technology
- Culinary Arts
- Early Childhood Education
- Nursing Assistant Certified
- Professional Baking

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## **Application of Credit**

### **Non-Traditional Credit Policy**

**360-992-2805**

Non-traditional credits include those credits earned through Advanced Placement (AP), International Baccalaureate (IB), College Level Examination Program (CLEP), military experience, cooperative education work experience, Tech Prep/Direct Credit, Special Projects (Independent Study), and Credit by Challenge.

The following restrictions relate to the awarding of credits in non-traditional programs:

1. Credits may be awarded only if the learning experiences fall within the regular curriculum of the college.

2. Academic transcripts will indicate credits that are non-traditional.
3. Credits cannot duplicate credits already awarded.
4. Students should read the degree requirements section of this catalog for information about applying non-traditional credits toward a degree.
5. Students must be currently enrolled at Clark College and have an academic record before credits will be awarded.

Exception to this rule is made for direct transcription of credits through the High School Articulation of approved Tech Prep courses.

The following lists restrictions on the number of credits that can be applied through non-traditional credits in each degree or certificate program at Clark College:

**Associate in Arts (AA) Associate in Fine Arts (AFA) and Associate in Science – Transfer (AST) degrees:** A maximum of fifteen (15) credits earned through non-traditional means will apply toward the AA or AST programs. Credits earned will apply toward the general elective category only with the exception of approved AP, IB and Credit-by-Challenge tests, which will apply to distribution areas of both degrees.

**Associate in Applied Science (AAS), Associate in Applied Technology (AAT), Certificate of Proficiency (CP), and Certificate of Achievement (CA) programs:** A maximum of thirty (30) credits earned through non-traditional means will apply toward the AAS, AAT, CP and CA programs. Credits earned will apply toward electives, distribution, or program requirements. Academic Residency requirements must be met as well. For the AAS, AAT and CP, approved AP, IB and Credit-by-Challenge test will apply to general education requirements where applicable. Exception: more than 30 credits of Tech Prep credit may be applied.

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## Advanced Placement (AP)

Students who complete the Advanced Placement (AP) examination in high school may be eligible for college credit if the appropriate score was earned on The College Board national examination. Where appropriate, AP credit may apply toward the general education distribution requirements of any program at Clark College. However, students intending to transfer with an Associate in Arts or Associate in Science – Transfer degree should consult with the Admissions Office at the baccalaureate institution of their choice for information on AP credit policies. Not all institutions recognize AP credit posted to the Clark College transcript. A maximum of fifteen (15) credits in AP coursework can apply to the Associate in Arts or the Associate in Science – Transfer programs.

### Procedure for Requesting AP Credits

Students should have an official copy of their AP scores sent to Clark College, Attn: Credential Evaluations/GHL 128, 1933 Fort Vancouver Way, Vancouver, WA 98663. Once scores are received and reviewed, a letter will be sent to the student regarding the status of their AP scores. If the scores meet the minimum standards, a petition form will also be sent. Students need to complete the petition form, pay the transcription fee at the Cashier's Office and submit both the petition form and receipt of payment to the Credential Evaluation Office in Gaiser Hall. AP credits are posted to the transcript at the end of the quarter in which the request was submitted as long as the student is enrolled.

### Scores

Credit is posted with an "S" grade based on the following recommendations:

#### Biology

Grade: 4

Action: BIOL& 100 (5 credits)

**Chemistry (Chemistry Exam)**

Grade: 3 or 4

Action: CHEM& 141, 151 (4), (1) credits

Grade: 5

Action: CHEM& 141, 151 (4), (1) credits and CHEM& 142, 152 (4), (1) credits

**Computer Science**

See computer science advisor for credit and placement.

**English (Language and Composition Exam)**

Grade: 3, 4, or 5

Action: ENGL& 101 (5 credits)

**English (Composition and Literature Exam)**

Grade: 3, 4, or 5

Action: ENGL& 101 (5 credits)

**English (Composition and Literature Exam and Language and Composition Exam)**

Grade: 3, 4, or 5 on each exam

Action: ENGL& 101 (5 credits) and ENGL& 102 (5 credits)

**French**

Grade: 3

Action: FRCH& 221 (5 credits)

Grade: 4\*

Action: FRCH& 221 (5 credits) and FRCH& 222 (5 credits)

Grade: 5\*

Action: FRCH& 221 (5 credits), FRCH& 222 (5 credits), and FRCH& 223 (5 credits)

*\* May require an additional proficiency interview with the department before credits are granted.*

**German**

Grade: 3

Action: GERM& 221 (5 credits)

Grade: 4\*

Action: GERM& 221 (5 credits) and GERM& 222 (5 credits)

Grade: 5\*

Action: GERM& 221 (5 credits), GERM& 222 (5 credits), and GERM& 223 (5 credits)

*\* May require an additional proficiency interview with the department before credits are granted.*

**Geography**

Grade: 5

Action: GEOG& 100 (5 credits)

**Government and Politics**

Grade: 4 or 5

Action: POLS 111 (5 credits)

**Japanese**

Grade: 3

Action: JAPN& 221 (5 credits)

Grade: 4\*

Action: JAPN& 221 (5 credits) and JAPN& 222 (5 credits)

Grade: 5\*

Action: JAPN& 221 (5 credits), JAPN& 222 (5 credits), and JAPN& 223 (5 credits)

*\*May require an additional proficiency interview with the department before credits are granted.*

**Mathematics (Calculus AB Exam)**

Grade: 3 or 4

Action: MATH& 151 (5 credits)

Grade: 5

Action: MATH& 151 (5 credits) and MATH& 152 (5 credits)

**Mathematics (Calculus BC Exam)**

Grade: 3 or 4

Action: MATH& 151 (5 credits) and MATH& 152 (5 credits)

Grade: 5

Action: MATH& 151 (5 credits), MATH& 152 (5 credits), and MATH& 153 (5 credits)

**Physics (Physics B Exam)**

Grade: 3, 4, or 5

Action: PHYS& 121 (5 credits)

**Physics (Physics C Mechanics Exam)**

Grade: 3 or 4

Action: PHYS& 121 (5 credits)

Grade: 5

Action: PHYS& 221 (5 credits)

**Psychology**

Grade: 4 or 5

Action: PSYC& 100 (5 credits)

**Spanish**

Grade: 3

Action: SPAN& 221 (5 credits)

Grade: 4\*

Action: SPAN& 221 (5 credits) and SPAN& 222 (5 credits)

Grade: 5\*

Action: SPAN& 221 (5 credits), SPAN& 222 (5 credits), and SPAN& 223 (5 credits)

*\*May require an additional proficiency interview with the department before credits are granted.*

**Statistics (Statistics Exam)**

Grade: 4 or 5

Action: MATH 203 (3 credits) and MATH 204 (3 credits)

### U.S. History

Grade: 3

Action: HIST& 146 (5 credits), HIST& 147 (5 credits), and HIST& 148 (5 credits)

### World History

Grade: 3

Action: HIST& 126 (5 credits)

For any AP test that is not listed above, you must receive a score of 3 or better in order to receive 5 credits of General Electives. All non-traditional restrictions still apply.

## Where to Get AP Scores

Advanced Placement Program

The College Board

PO Box 6671

Princeton, NJ 08541-6671

Phone: 609-771-7300

TTY: 609-882-4118

www.collegeboard.org

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## College Level Examination Program (CLEP)

360-992-2805

Clark College awards credit for successful CLEP examinations. A list of subjects and required scores follows. Students pursuing a transfer degree (Associate in Arts, Associate in Science – Transfer, or Associate in Fine Arts) *may only use CLEP credit to fulfill general elective requirements*. Please refer to the Non-Traditional Credits Policy section for details on additional restrictions on CLEP credits.

### CLEP General Examinations

Each examination is awarded a maximum of nine (9) quarter hours of credit. The required score for each examination is listed below:

English Composition with essay	50
Humanities	50
College Mathematics	50
Social Sciences/History	50
Natural Sciences	50

Any college coursework completed in the above discipline areas prior to the examination will be subtracted from the nine (9) credits allowed. Refer to the Non-Traditional Credits Policy section for further restrictions on the number of credits applicable toward specific programs.

**Example:** A student who has completed a five (5) credit biology course at a college or university would be allowed four (4) credits on a successful Natural Science examination.

Credits earned through the general CLEP program will appear on the student transcript under the general heading of the examination completed and will reflect a course number of “298” (i.e. ENGL 298, CLEP Examination).

Credit is posted with an “S” grade at the end of the quarter. CLEP credits are not equated to any specific course at Clark College and do not affect a student’s GPA since they do not carry a letter grade. Not all institutions accept

CLEP credits. Students intending to transfer to another institution should contact the transfer institution for information on their CLEP policy.

## CLEP Subject Examinations

Students who complete CLEP subject examinations may be eligible for credit at Clark College. The decision to grant credit for this type of examination is the responsibility of the department in which the examination was completed. All subject examinations, except foreign language, require department evaluation. *Again, those students pursuing a transfer degree (AA, AFA or AS) may only use these exams in the general elective area of their degree.* The required score for each foreign language is as follows:

French, Level 1: 50 or French, Level 2: 62

10 credits granted for FRCH& 121 and 122

German, Level 1: 50 or German, Level 2: 63

10 credits granted for GERM& 121 and 122

Spanish, Level 1: 50 or Spanish, Level 2: 66

10 credits granted for SPAN& 121 and 122

To be considered for credit, a student must pass the examination with the equivalent of a “C” or better grade. Credit will be awarded for the equivalent course(s) at Clark College for vocational/technical programs, as determined by the appropriate department. Students who have already earned credit in a course of a higher academic level than the examination covered will not receive credit for the CLEP examination. The transcript will reflect the credit granted by listing the equivalent course number, title, and credits, with a notation stating “CLEP Examination” for the Applied Science and Technical Degrees only. Refer to the Non-Traditional Credits Policy section for further restrictions on the number of credits applicable toward specific programs.

## Procedure for Requesting CLEP Credits

Students should have an official copy of their CLEP scores sent to Clark College, Attn: Credential Evaluations. Once scores are received and reviewed, a letter will be sent to the student regarding the status of their CLEP scores. If the scores meet the minimum standards, a petition form will also be sent. Students need to complete the petition form, pay the transcription fee at the Cashier’s Office, and submit both the petition form and receipt of payment to the Credential Evaluations Office in Gaiser Hall. CLEP credits are posted to the transcript at the end of the quarter.

## Testing Facilities

Although Clark College accepts CLEP, the college is not a testing site. The nearest CLEP testing facility is Mt. Hood Community College in Oregon. Please contact MHCC at 503-491-7591 for information on testing availability and cost.

## Where to Get CLEP Scores

CLEP Transcript Service  
PO Box 6600  
Princeton, NJ 08541-6600  
Phone: 1-800-257-9558  
[www.collegeboard.org](http://www.collegeboard.org)

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## Cooperative Education Work Experience

360-992-2239 or 360-992-2964

Clark College recognizes the value to students of actual experience in a work environment. Credits earned through this program may meet general elective requirements and/or core program requirements.

Cooperative Education Work Experience is a non-traditional credit program and is subject to the restrictions listed under the Non-Traditional Credit Policy section in this catalog.

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## Credit by Challenge

Students who have previously taken courses, established a transcript record at Clark, and believe that previous experience has provided them with the competencies essential for passing a course may request to challenge that course. Students wishing to challenge a course may not be currently enrolled in the course they wish to challenge, nor may students challenge courses if they have not completed a course with a higher degree of difficulty. Some courses may not be challenged. Courses and grades resulting from the challenge process will be posted to the student's transcript record at the end of the quarter in which the exam was proctored. Please contact the appropriate instructional department for more information.

Credit by Challenge is a non-traditional credit program and is subject to the restrictions listed under the Non-Traditional Credit Policy section in this catalog.

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## International Baccalaureate (IB)

360-992-2805

Clark College recognizes the International Baccalaureate (IB) program as a coherent, challenging course of study and responds individually to each participant's petition for granting of college credit. Students may be awarded credit for completing individual areas of study within the program. A minimum score of five (5) on the higher-level examination is required for consideration of credit. Standard-level examinations are not granted credit. A maximum of fifteen (15) credits in IB coursework can apply to the Associate in Arts or Associate in Science – Transfer programs.

Students should submit official IB transcripts to Credential Evaluations in Gaiser Hall for review. Once scores are received and reviewed, the student will receive a letter from the Credential Evaluations office. If the scores meet the minimum standards, a petition form will also be sent. Students need to complete the petition form, pay the transcription fee at the Cashier's Office, and submit both the petition form and receipt of payment to the Credential Evaluations Office in Gaiser Hall. Specific department policies are listed below. Examinations completed in areas not listed below require appropriate department chair approval before credit will be granted.

The International Baccalaureate program is a non-traditional credit program and is subject to the restrictions listed under the Non-Traditional Credit Policy section in this catalog.

### Mathematics

Students successfully completing the Higher Level Mathematics Exam with a minimum score of five (5) will be granted credit for MATH& 151 (5 credits) and may register for MATH& 152 (5 credits).

### Chemistry

Students successfully completing the Higher Level Chemistry Exam with a minimum score of five (5) will be granted college credit for CHEM& 141, 151, 142, 152, 143, and 153 (16 credits).

### Physics

Students successfully completing the Higher Level Physics Exam with a minimum score of five (5) will be granted college credit for PHYS& 121, 122, and 122 (15 credits).



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## Military Experience

360-992-2711

Students may be granted general elective credit for experience gained from military training. Credit recommendations are based on the American Council on Education (ACE) guidelines. Clark College does not post military experience credit as a specific course. The transcript will reflect the credits under the heading of “Military Experience” with the total number of credits granted.

Military experience is a non-traditional credit program and is subject to the restrictions listed under the Non-Traditional Credit Policy section in this catalog. Contact the Veterans Affairs Office at Clark College for further information.

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## Special Projects (Independent Study)

To provide for challenging learning experiences beyond regular coursework, more-advanced students may arrange to undertake Special Projects. With the approval of the division chair and under instructor supervision, students are given the opportunity to plan, organize, and complete independent study projects.

Special Projects are listed in the department course description section of the catalog as course number 290. No more than fifteen (15) credits in Special Projects will be allowed toward the Associate in Arts degree. Students are responsible for ensuring that the credits earned do not exceed this limit and that credits earned will be accepted for transfer. Students should contact the instructor to register for a Special Projects course.

Special Projects coursework is a non-traditional credit program and is subject to the restrictions listed under the Non-Traditional Credit Policy section in this catalog.

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## Tech Prep/Direct Credit

Tech Prep/Direct Credit is a dual-credit program that allows high school students to earn college and high school credits simultaneously in selected high school career and technical education courses. These courses have been identified and approved through formal articulation agreements created between Clark College and local high schools.

Students must earn a grade of “B” or better to qualify. Students interested in the Tech Prep/Direct Credit program should contact their high school career counselor to learn more about the program and which classes qualify.

High School Articulation/Tech Prep is a non-traditional credit program and is subject to the restrictions listed under Non-Traditional Credit Policy section in this catalog. If credit is granted, it will appear as an “S” grade on the student’s transcript.

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## Transfer Institution Accreditation Requirements

Clark College accepts credits from regionally accredited institutions of higher education. Recognized accrediting bodies are as follows:

- Middle States Association of Colleges and Schools (MSA)
- New England Association of Schools and Colleges, Inc./Commission on Institutions of Higher Education (NEASC-CIHE)
- North Central Association of Colleges and Schools (NCA)
- Northwest Commission on Colleges and Universities (NWCCU) (formerly known as Northwest Association of Schools and Colleges [NASC])
- Southern Association of Colleges and Schools/Commission on Colleges (SACS-CC)

- Western Association of Schools and Colleges/Accrediting Commission for Community and Junior Colleges (WASC-Jr.)
- Western Association of Schools and Colleges/Accrediting Commission for Senior Colleges and Universities (WASC-Sr.)

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## Domestic Institution Transfer Policy

Students who have attended other institutions of higher education may choose to transfer credit to Clark College to meet degree requirements. Any Health Occupation, competitive-entry program student **MUST** provide all transfer institution transcripts. Although there is no limit on the number of credits that can transfer into the college, students must meet the Academic Residency requirements for their program. The Credential Evaluations Office will review the content of each course transferred and determine the appropriate course equivalency.

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## International Institution Transfer Policy

Students with credits from international institutions of education may submit their academic records for credit consideration. The amount of credit awarded will vary, based on the individual record of the student. Clark College does not recognize English coursework completed in countries outside of the United States, with the exception of Australia, Canada (except Quebec province), Ireland, New Zealand, and the United Kingdom.

Clark College requires translation and evaluation of the student's academic record from an agency that is a member of the National Association of Credential Evaluation Services. A current list of members is available online at [www.naces.org](http://www.naces.org). The costs of agency services are the responsibility of the student.

# 2011–2012 Associate in Arts Degree – General Transfer Worksheet— Unofficial Evaluation

This is an unofficial evaluation for advising purposes only. Currently enrolled students may request an official evaluation of coursework from the credential evaluations office after obtaining fifteen (15) credits from Clark College. Refer to degree requirements in this section for general information and academic residency requirements.

The Associate in Arts (AA) degree is for students intending to transfer to a four-year institution. Also known as a Direct Transfer Agreement (DTA) Associate degree, the AA meets all or most general education requirements at most universities in Washington and several in Oregon. Students are required to maintain a college level grade point average of 2.00 to receive this degree. Refer to degree requirements for eligible courses and certain restrictions.

## General Education Requirements

For the following requirements refer to the lists of applicable courses under the General Education Requirements for the Associate in Arts.

### Communication Skills [C] – 10 credits min.

Must Include ENGL&101 or ENGL135 .....

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Credits Needed  Total

### Quantitative Skills [Q] – 5 credits

Complete a minimum of five (5) credits of coursework 100-level or above with an intermediate algebra prerequisite.

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Credits Needed  Total

### Health and Physical Education [HE, PE, HP] – 3 credits

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Credits Needed  Total

### Oral Communication [OC] – 5 credits

Complete CMST& 210, 220 or 230.

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Credits Needed  Total

## Distribution Requirements

### Humanities [HA, HB] – 15 credits

Select courses from at least two (2) subject areas for a minimum of fifteen (15) credits. You may include no more than ten (10) credits from any one subject area. A maximum of five (5) credits of "B" list coursework may be applied. A maximum of five (5) credits of 100-level foreign language can be applied.

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Credits Needed  Total

### Social Science [SS] – 15 credits

Select courses from at least three (3) subject areas for a minimum of fifteen (15) credits. You may include no more than ten (10) credits from any one subject area.

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Credits Needed  Total

### Natural Sciences [NS] – 15 credits

Select courses from at least two (2) subject areas for a minimum of fifteen (15) credits. You may include no more than ten (10) credits from one subject area. You must include at least one lab science. MATH and CTEC courses do not fulfill this requirement, except MATH 135.

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Credits Needed  Total

## Elective Requirements

### Specified Electives [SE] – 12 credits

Courses that apply: [C, Q, HA, HB, HE, HPE, SS, NS, OC, PE, SE] – 12 credits.

A maximum of two (2) credits in PE activity can apply towards this area. Courses coded as HPE count as one (1) credit of PE activity.

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Credits Needed  Total

### General Electives [GE] – 15 credits

These courses may be vocational in nature from Career and Technical education courses. The transferability of the Career-Technical courses in any ENL 100-level courses is determined by the receiving baccalaureate institution. **Note:** Coursework in ESL or FLPC cannot apply to the AA degree program.

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Credits Needed  Total

### Notes:

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University: .....

Major: .....

Advisor: .....

Date: .....

# 2011–2012 Associate in Science Transfer Degree – Track 1 Worksheet— Unofficial Evaluation

This is an unofficial evaluation for advising purposes only. Currently enrolled students may request an official evaluation of coursework from the credential evaluations office after obtaining fifteen (15) credits from Clark College. Refer to degree requirements in this section for general information and academic residency requirements.

The Associate in Science degree–Track 1 is intended for students planning to transfer to a four-year institution to further their study of Biological Sciences, Environmental/Resource Sciences, Chemistry, Geology, or Earth Sciences. Students are required to maintain a cumulative grade point average of 2.00 to receive this degree.

## General Education Requirements

For the following requirements refer to the lists of applicable courses under the General Education Requirements for the Associate in Science – Track 1.

### Communication Skills [C] – 5 credits

ENGL& 101 .....

Credits Needed  Total

### Quantitative Skills [Q] – 10 credits

MATH & 151 .....

MATH & 152 .....

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Credits Needed  Total

### Health and Physical Education [HE, PE, HP] – 3 credits

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Credits Needed  Total

### Humanities and Social Science [HA, SS] – 15 credits

Select five (5) credits of coursework from Humanities List A, five (5) credits of coursework from Social Sciences, and an additional five (5) credits of coursework from either area for a minimum of fifteen (15) credits. Humanities List A and Social Science courses must be selected from the Associate of Arts Distribution List.

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Credits Needed  Total

## Pre-Major Sequence – 45 to 52 credits

Chemistry sequence (required of all) 16 credits:

- CHEM&141, 142, 143, 151L, 152L, 153L

Additional mathematics courses 5 or 6 credits:  
(be sure to consult advisor to identify correct path)

- MATH&153 or MATH 203 AND 204

Additional Science Sequence Requirements 15-30 credits: One of the following sequence paths depending on the chosen major

A. Biological Science

- BIOL&221L, 222L, and 223L

• Students should then consult with the baccalaureate institution to see which of these sequences should be taken: CHEM&241, 242, 243, 251L, 252L, and 253L; OR PHYS&121L, 122L, and 123L.

B. Chemistry and Geology Majors

- PHYS&221L, 222L, and 223L.

C. Environmental/Resource Sciences & Earth Science Majors

Complete 15 credits in one of the following three-course sequences (consult the baccalaureate institution for best information):

- BIOL&221L, 222L, and 223L, or
- PHYS&121L, 122L, and 123L, or
- PHYS&221L, 222L, and 223L

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Credits Needed  Total

Notes:

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Advisor: .....

Date: .....

## Required Electives

### Science Electives – 10 to 15 credits

Complete an additional ten (10) to fifteen (15) credits (preferably in a two or three quarter sequence) in courses from the following list:

- Biology 208, 221, 222, 223, 224, 251, 252, 253, 260
- Chemistry 241, 242, 243, 251, 252, 253
- Environmental Science 210
- Geology 101, 102, 103, 218
- Math 153, 203, 204, 205, 215, 221, 254
- Physics 121, 122, 123, 221, 222, 223

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Credits Needed  Total

### Other Electives [GE] – 5 to 12 credits

Sufficient additional college-level credits so that total credits earned is at least 90 quarter credits. These remaining courses may include prerequisites for major courses (e.g., Math 103 and 111), additional major coursework, or specific general education or other university requirements, as approved by the advisor.

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Credits Needed  Total







