

COLUMBUS STATE COMMUNITY COLLEGE
POLICY AND PROCEDURES MANUAL

GRADUATION REQUIREMENTS

Effective September 19, 2013

Policy No. 5-08

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- (A) In order for a student to be considered a candidate for an associate degree, he/she must have completed all the requirements for that degree as described in the college catalog in effect at the time the student enrolled in the program leading to that degree. If the requirements for the degree change while the student is enrolled in a degree program, the original requirements will apply to the student until he/she earns the degree or for a period of three (3) years from the time the student initially enrolled in the degree. If the student does not receive a degree within three (3) years of initial enrollment, and there is a change in the degree requirements, the Senior Vice-President of Academic Affairs shall decide what requirements the student shall meet in order to be awarded a degree.
- (B) In order for a student to be considered a candidate for an associate degree, he/she must have earned a cumulative 2.000 grade point average for all college level courses. Only courses completed at Columbus State Community College will be used to calculate this average.
- (C) A student may request to be considered for an associate degree by filing a petition in accordance with procedures established by the college. A student may also authorize degree consideration through their four-year partner institution via the reverse transfer process; students with bachelor of arts or bachelor of science degrees may only pursue associate of arts or associate of science degrees if degree audits reflect missing course work at the associate degree level following evaluation of transcripts from their four-year institutions.
- (D) The college shall verify eligibility of individual students to receive degrees in accordance with established procedures.
- (E) Individuals may earn more than one associate degree from Columbus State Community College provided they meet all requirements stated in this policy and in the catalog.
- (F) In order for a student to be awarded an associate degree from Columbus State Community College, the student must earn at least twenty (20) credit hours through enrollment in courses offered by the Columbus State Community College, as approved by the college.

clh: Approved by the Board of Trustees: September 19, 2013

Last Effective Dates: August 29, 2012, January 26, 2012, June 26, 2000; July 1, 1987