



Administrative Regulation

Chapter 4 – Academic Affairs

AR 4100 GRADUATION REQUIREMENTS FOR DEGREES

District policies and regulations regarding the most recent general education, degree and certificate requirements shall be published in the College catalog, College website, and schedule of classes.

The following guidelines define the conditions under which Santa Monica College will award degrees and certificates. Coursework acceptable toward degree include those that have been properly approved pursuant to Title 5 Section 55002(a), or, if completed at other than a California community college, would reasonably be expected to meet the standards of that section. There shall be no limit on the number of degrees and/or certificates that may be awarded to a student per AR 4100.1. The College will recognize academic excellence as defined in AR 4100.3.

Ethnic studies shall be offered at the College and requirements pertaining to graduation shall be published in the college catalog and college website.

A student with external college coursework shall have their courses evaluated by a counselor to determine applicability toward SMC degrees and certificates. Coursework completed at a regionally accredited institution to meet major/area of emphasis shall be evaluated by the appropriate Department Chair or designee. Exceptions shall be clearly stated on the College catalog and on "major sheets". Coursework from foreign institutions is defined in AR 4100.5.

1) Associate Degrees

An associate degree, Associate of Arts (AA) or Associate of Science (AS), will be conferred upon a student who satisfies the requirements of this section:

a. Unit Requirement:

Completion of at least 60 degree-applicable semester units. To convert quarter units to semester units, divide the total number of quarter units by 1.5.

b. GPA Requirement:

A minimum cumulative grade point average (GPA) of 2.0 in degree-applicable coursework (includes transfer coursework, if applicable).

c. Residency Requirement:

12 units completed in residency at Santa Monica College. A petition for Special Consideration for an exception to the residency requirement may be requested through Admissions and Records to alleviate an injustice or undue hardship on the student.

d. Major Requirement:

Completion of coursework with minimum grades of "C" or "P" must be earned in each course required in the major/area of emphasis. Any course taken on a "Pass/No Pass" basis with a grade of "P" shall count toward the major/area of emphasis units provided a "P" is equivalent to a "C" or better per Title 5, Section 55063(a)(2).

Completion of at least 18 semester or 27 quarter units of study in a single discipline or related disciplines, as listed in the community colleges "Taxonomy of Programs," or in an area of emphasis involving lower division coursework which prepares students for a field of study or for a specific major at the University of California or the California State University.

Courses in the major/area of emphasis may also satisfy a general education and/or global citizenship requirement.

e. Global Citizenship Requirement:

Completion of one global citizenship course with a minimum grade of "D" or better or "P" at SMC. Any course taken at a regionally/institutionally accredited college or university on a "Pass/No Pass" basis with a grade of "P" shall count toward meeting the global citizenship requirement provided a "P" is equivalent to a "D" or better.

f. English Requirement:

Written expression may be satisfied in the following ways:

- i. Earning a "C" or better or "P" in an English Composition course at SMC or equivalent course from a regionally accredited College or University or another SMC course approved by the Curriculum Committee, per Title 5, Section 55063.
- ii. Score of 3 or higher on an AP English exam.
- iii. Score of 50 or higher on a CLEP English/College Composition exam.
- iv. Upper division courses in English may be used to satisfy competency requirements for the degree.
- v. Possession of an Associate degree, Bachelor's degree or higher from a regionally accredited College or University.

g. Math Competency Requirement:

Math competency may be satisfied in the following ways:

- i. Earning a "C" or better or "P" in a mathematics course at the level of Intermediate Algebra or equivalent or higher-level math course from a regionally accredited College or University or another mathematics course at the same level or higher at SMC, or another course approved by the Curriculum Committee;
- ii. Satisfactory score on the Santa Monica College Math Proficiency Exam or Guided Math Self Placement and the completion of a 3-unit course approved by Curriculum Committee. A student may retest for the Math Proficiency Exam after a two-week waiting period.
- iii. Score of 3 or higher on an AP Calculus or Statistics exam.
- iv. Score of 4 or higher on an IB Higher Level Mathematics exam.
- v. Score of 50 or higher on a CLEP College Algebra, College Algebra-Trigonometry, Trigonometry or Calculus exam.
- vi. Upper division courses in Math may be used to satisfy competency requirements for the Associate degree.
- vii. Possession of an Associate degree, Bachelor's degree or higher from a regionally accredited College or University.

h. General Education Requirements:

A student must complete one of the following general education patterns:

- SMC local General Education (SMC GE);
- California State University General Education Breadth (CSU GE); or
- Intersegmental General Education Transfer Curriculum (IGETC-UC) or (IGETC-CSU).

- 1) The SMC local General Education pattern consists of:
 - i. A minimum of 18 semester units in general education, including a global citizenship local course requirement and courses in each General Education sub-area identified in Title 5 regulations as: Natural Sciences, Social and Behavioral Sciences, Humanities, Language and Rationality and Global Citizenship.
 - ii. Per California Education Code, Section 66055.8, a student admitted to the SMC registered nursing program who has previously earned a Baccalaureate or higher degree from a regionally accredited institution of higher education is not required to undertake any coursework other than the coursework that is unique and exclusively required to earn a nursing degree from that institution. Students need not complete additional local general education courses.

- 2) Alternatively, a student may satisfy general education requirements by completing either the CSU GE or IGETC pattern in full, plus the SMC global citizenship requirement (see 1.e).
 - i. General education courses may also satisfy major/area of emphasis, and/or global citizenship requirements.
 - ii. Per SB 1440 requirements, students earning Associate Degrees for Transfer (ADT) are exempt from satisfying any local general education requirements (e.g., global citizenship).
 - iii. The use of upper division coursework on the CSU GE Breadth and IGETC is governed by CSU Executive Order 1100 and by IGETC Standards, respectively.
 - iv. Coursework from a non-U.S. accredited institution may only be used when pursuing the local GE requirements (also see AR 4100.5).
 - v. The following general education requirements for SMC degrees must be satisfied at a U.S. regionally accredited College or University. However, courses taken outside of the U.S. thought to meet these requirements will be considered on a case-by-case basis by the appropriate Department Chair (or designee).
 - Area II, Social Science, Group A
 - Area IV, Language and Rationality, Group A

2) Associates Degrees for Transfer (ADT) to California State University (CSU)

The Associate in Arts for Transfer (AA-T) and Associate in Science for Transfer (AS-T) degrees are designed to provide a clear pathway to a CSU major and baccalaureate degree.

- a. Students awarded an AA-T or AS-T are required to complete no more than 60 semester or 90 quarter units after transfer to earn a baccalaureate degree (unless the major is designated a “high unit” major).
- b. Students awarded an AA-T or AS-T degree are guaranteed admission to the CSU system and given priority admission consideration to their local CSU campus, and to a program that is deemed similar to their major. This priority does not guarantee admission to specific majors nor to all CSU campuses.
- c. Some majors and CSU campuses may require a higher GPA or specific courses for admission. Students shall meet with a counselor to find out which CSU campuses accept this degree and review options/requirements for transfer.
- d. This degree may not be the best option for students intending to transfer to a UC or to a particular University or College that is not part of the CSU system.

- e. The degree is issued by Admissions and Records and is annotated on the student's transcript at the conclusion of the evaluation cycle for the relevant term.

An AA-T or an AS-T will be conferred upon a student who satisfies the following requirements:

- i. Unit Requirement:
completion of at least 60 CSU semester units.
- ii. GPA Requirement:
a minimum GPA of 2.0 in CSU applicable units. See AR 4225 Credit Course Repetition, excluding substandard coursework from the degree applicable GPA which has been repeated at another institution.
- iii. Residency Requirement:
completion of at least 12 units in residency at Santa Monica College.
- iv. Major Requirement:
completion of at least 18 semester units required for the major/area of emphasis at a U.S. regionally accredited college or university with a grade of "C" or better, or with a "P" if the course was taken on a Pass/No Pass basis, and the "P" is equal to a "C" or better.
- v. General Education Requirements:
completion of the CSU GE, or IGETC-CSU pattern or IGETC-UC (not applicable for CSU transfer) that satisfy general education requirements as prescribed in each pattern with courses taken at a U.S. regionally accredited college or university.

3) Baccalaureate Degree

A Bachelor of Science Degree in Interaction Design will be conferred upon a student who satisfies the following requirements:

Requirements include the following:

- a. Unit Requirement:
Completion of at least 120 CSU semester units. To convert quarter units to semester units, divide the total number of quarter units by 1.5.
- b. GPA Requirement:
A minimum CSU grade point average (GPA) of 2.0.
- c. Residency Requirement:
30 units completed in residency at Santa Monica College. A petition for Special Consideration for an exception to the residency requirement may be requested through Admissions and Records to alleviate an injustice or undue hardship on the student.
- d. Major Requirement:
Completion of coursework with minimum grades of "C" or "P" must be earned in each course required in the major/area of emphasis. Any course taken on a "Pass/No Pass" basis with a grade of "P" shall count toward the major/area of emphasis units provided a "P" is equivalent to a "C" or better per Title 5, Section 55063(a)(2).
All upper division requirements for the major must be completed at Santa Monica College. Any course substitution must be approved by the Department Chair.
- e. Global Citizenship Requirement:
Completion of one global citizenship course with a minimum grade of "D" or better or "P" at SMC. Any course taken at a regionally/institutionally accredited college or university on a "Pass/No Pass" basis with a grade of "P" shall count toward meeting the global citizenship requirement provided a "P" is equivalent to a "D" or better.
Courses in the global citizenship area may also satisfy a general education and/or a major/area of emphasis requirement.
- f. General Education Requirements:
 - i. Complete one of the following general education patterns:
 - CSU GE for Interaction Design B.S. or
 - IGETC CSU pattern for Interaction Design B.S.

- ii. Foreign coursework from a non-U.S. accredited institution can be used for IGETC/CSU GE. Students who have satisfactorily completed courses from a foreign nation's accredited university may be able to apply the course credits toward a degree at Santa Monica College. Students should consult a counselor before requesting to have credits evaluated by an approved agency. Course descriptions and syllabi may be required (see AR 4100.5 for specifics).
- iii. Complete an additional 9 semester units of prescribed upper division general education coursework per Title 5, Section 55063 as listed on the Advisement Guide Sheet for Interaction Design Bachelor of Science.
- iv. The use of upper division coursework on the CSU GE Breadth and IGETC is governed by CSU Executive Order 1100 and by IGETC Standards, respectively.
- v. Courses in the major/area of emphasis may also satisfy a general education requirement.

4. Honorary Degrees

See BP 4110 Honorary Degrees

5. Catalog Rights

See AR 4000 Catalog Rights

Related AR's:

AR 4100.1 Number of Degrees & Certificates Awarded to a Student

AR 4100.2 Graduation Requirements for Certificates & Certification of General Education

AR 4100.3 Recognition of Academic Excellence

AR 4100.4 Institutional Accreditation

AR 4100.5 Transfer Credit from Foreign Institutions

AR 4100.6 Other College Credit & Non Credit Allowed and Not Allowed

AR 4100.7 Transcripts and Test Scores

AR 4100.8 Petitioning for Degrees and Certificates

AR 4100.9 Commencement

Reference: Education Code Sections 66055.8, 66746-66749, 70901, 78040-78043;

Title 5 Sections, 40402-40403, 55002, 55009, 55022, 55052, 55070-72, 55250, 55270, 56032-56044 and 55060 et seq.

Baccalaureate Degree Program Handbook

Revised: 4/29/2003, 7/22/08, 5/17/11, 12/3/13, 3/1/17, 5/23/22

NOTE: SMC AR 4111.5 Submission of Official Transcripts and Test Scores approved on December 11, 2001 and revised on December 9, 2015; AR 4111.6 Transfer Credit from Foreign Institutions for a SMC Degree/Certificate approved on April 29, 2003 and revised on December 3, 2013, in May 2014, and on February 7, 2016; AR 4350 Graduation Requirements approved on April 29, 2003 and revised on July 22, 2008; May 17, 2011; and December 3, 2013; AR 4351 Catalog Rights approved on June 11, 2002 and revised on June 7, 2011 and April 28, 2015; AR 4352 Recognition of Academic Excellence approved on May 4, 2004; AR 4353 Adjustment of Graduation Requirement for Students with Disabilities approved on May 2, 2006; AR 4354 Career and Development Certificates of Completion approved on December 12, 2006 and revised on November 2, 2010 and April 7, 2015; AR 4354.1 IGETC Certificate of Achievement approved on November 2, 2010; AR 4354.2 CSUGE Certificate of Achievement approved on November 2, 2010; AR 4355 Graduation Proficiency Assessments approved on November 14, 2006; AR 4356 Number of Degrees and Certificates Awarded to a Students approved on November 25, 2014; and AR 5310 Graduation Requirements with no date.

Revised: July 22, 2008 (for AR 4350); November 2, 2010 (for AR 4354, AR 4354.1, and AR 4354.2); May 17, 2011 (for AR 4350); June 7, 2011 (for AR 4351); December 3, 2013 (for AR 4350); May 2014 (for AR 4111.6); April 7, 2015 (for AR 4354); April 28, 2015 (for AR 4351); December 9, 2015 (for AR 4111.5); February 7, 2016 (for AR 4111.6)

