

## GENERAL INFORMATION – 2024-2025

### Graduation Requirements for the Associate Degree

#### Academic Honors

Honors on the graduation card is determined by the GPA at the time of evaluation (reflected on the student's graduation worksheet). The GPA includes all Hartnell and transfer degree-applicable coursework. The diploma and transcript will reflect one of the three following levels, if applicable:

- 3.25 - 3.49 cum laude
- 3.50 - 3.74 magna cum laude
- 3.75 - 4.00 summa cum laude

A final determination will be made once final grades have been reviewed. Graduation honors will be annotated on the student's academic record.

#### Graduation Evaluation

Students who wish to receive an Associate Degree must submit a Petition for Associate Degree/Certificate to the Admissions & Records Office to have college coursework officially evaluated. Transcripts from all institutions previously attended must be submitted as part of the graduation evaluation process. The evaluation compares completed college work with the curriculum requirements for the year that the student began continuous enrollment at Hartnell. For the most recent process, please visit our website at [www.hartnell.edu](http://www.hartnell.edu) and search graduation deadlines

#### Double Degree

Students may concurrently complete the requirements for a second degree. An AA/AS Degree, with a double major, can be earned by completion of all General Education, and Competency Requirements, and coursework required for both majors. General Studies with an emphasis major may not be included as part of the Double Major.

#### Additional Associate Degree

#### Catalog Rights for Continuing Students

A student has catalog rights for the purpose of meeting degree or certificate requirements by maintaining continuous attendance at Hartnell College. Graduation requirements are subject to change with each catalog. Catalog rights assure that, although a catalog may change, applicable graduation requirements will always be those delineated in the selected catalog at the time of a student's enrollment.

Continuous attendance is defined as enrollment in at least one term during an academic year (Fall, Spring, Summer). A student who does not meet continuous attendance requirements during an academic

year is considered to be a returning student and would follow the catalog requirements in effect at the time of their return. The academic year begins in the fall term. Students whose first semester of attendance is summer, would have catalog rights to the academic year immediately preceding the summer semester. Any academic record symbol such as (A through F, P, NP, CR, NC, I, IP, RD, EW, MW, W) shall constitute enrollment.

If there is an absence of at least one academic year and a student returns to Hartnell College, catalog rights will be reestablished using the current academic catalog determined by the student's semester/term of reentry to the College. If there is an absence of at least one academic year and a student does not re-enroll at Hartnell College, the student can choose either the degree or certificate requirements from a catalog during their time of continuous enrollment given they met all requirements for graduation. Correspondingly, students can also select the current catalog year requirements at the semester/term of submitting a graduation petition. Catalogs may change each academic year. It is advised that students meet with a counselor regularly to review any changes.

Requests for exception to this policy may be addressed by submitting a petition to the A&R designated administrator.

#### Program Discontinuance

In order to maintain academic programs that meet current community and industry demands, programs are reviewed on a regular basis. If a program is found to not meet current community and industry demands and is therefore discontinued, the College will provide students the opportunity to complete the remaining required major coursework if the students

- a. have a declared major associated with the program; and
- b. have enrolled in the program on a full-time basis (or have enrolled on a part-time basis and have completed at least half of the required major courses at the time of program discontinuance).

Students who meet these requirements will be notified of their eligibility and will be provided a modified student educational plan in which all remaining required major coursework will be completed within one academic year from the date of discontinuance. Students' ability to complete the discontinued program's elective and required general education course requirements will not be limited to the same one-year period provided for required major coursework.

## Requirements for Hartnell College Associate Degree

### Units/Grade Point Average

A minimum of 60 semester units with a grade of "C" or better must be maintained in all degree applicable units. Only courses numbered 1-199 may apply toward the Associate Degree.

### Residence

Of the 60 units required for graduation, the student must have completed a minimum of 12 units in residence at Hartnell College.

### General Education

A minimum of 23 units which shall include courses in each of the following areas:

1. Language & Rationality (6 Units Minimum)
  - a. 1a) Written Communication (3 units)
  - b. 1b) Oral Communication & Critical Thinking (3 units)
2. Mathematic Concepts & Quantitative Reasoning (3 units)
3. Arts & Humanities (3 units)
4. Social & Behavioral Sciences (3 units)
5. Natural Science (3 units)
6. Language Other Than English (not required)
7. Ethnic Studies (3 units)
8. Life Long Learning and Self-Development (2 units)

### Major

Refer to the requirements listed in the catalog for chosen major.

## Associate Degrees for Transfer (AA-T or AS-T)

California Community Colleges are offering associate degrees for transfer to the CSU. These may include Associate in Arts (AA-T) or Associate in Science (AS-T) degrees. These degrees are designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community Colleges students who are awarded an AA-T or AS-T degree are guaranteed admission with junior standing somewhere in the CSU system and given priority admission consideration to their local CSU campus or to a program that is

## Transfer Planning

Students planning to transfer have many options. The California State University (CSU) with 23 campuses; the University of California (UC) with 9 undergraduate campuses, and over 60 private, independent college/universities in California; and thousands out-of-state (OOS) that provide a wide range of academic programs. Hartnell College offers the equivalent of the first two years of these four-year university programs. Students pursuing any of these educational alternatives should meet with a counselor as early as possible to discuss their educational plan. Careful planning will help avoid mistakes, which could prolong academic goals.

Successful planning requires the following steps:

- Step 1. Selecting a career goal
- Step 2. Selecting an appropriate major to meet your career goal
- Step 3. Selecting an appropriate college/university
- Step 4. Planning and completing an appropriate transfer program
- Step 5. Completing the application process

All universities have specific admissions requirements and may have specific course and unit requirements as well as minimum grade point averages that must be met prior to transfer. Once students identify their major and the university to which they wish to transfer, they should consult the respective website of the university for specific transfer admission requirements. Links to California State University campuses, University of California campuses, and many private, independent universities are accessible through the [Transfer Resources](#) page by the Transfer Center.

Four-year universities require students to complete specific general education requirements as well as major requirements for the baccalaureate degree. Students should work toward completing both general education and lower-division major requirements prior to transfer. Each four-year institution has its own basic pattern of lower-division requirements regarding both general education and specific majors. These requirements vary from university to university and often change from year to year. Therefore, students should review and update their education plan regularly with a Counselor.

Articulation agreements with course-to-course and major-to-major equivalencies are available through the counseling office and can be accessed online at [www.assist.org](http://www.assist.org) for most California State University and University of California campuses. Counselors will assist with interpreting articulation agreements and major requirements.

In accordance with the Chancellor's Office of the California State Universities and College's Executive Order No. 167, Hartnell College has developed courses which are baccalaureate level. The California State Universities and most private, independent colleges accept Hartnell courses numbered 1-99. Courses numbered 1-50 are accepted by most University of California campuses; however, students should consult the University of California Transfer Course Agreement (TCA)" online at [www.assist.org](http://www.assist.org) for the most current information and any limitations. Hartnell courses transfer to four-year college/universities in terms of specific or elective credit depending upon the institution and major selected.

## Articulation Agreements

Articulation is the process of negotiating and approving Hartnell College courses with other colleges or high schools. For information on Articulation with high school or college courses, see Administrative Procedures 4050 and 4051. Hartnell has course-to-course and major preparation articulation agreements with most CSU and UC campuses, and many independent four-year colleges and universities. This information is available in the Course Descriptions in this catalog, and students are encouraged to consult with a counselor, the Transfer Center, or online at [www.assist.org](http://www.assist.org). University requirements and articulation agreements are continually changing. The following catalog pages represent our best attempt to provide current and pertinent information for transfer students.

ASSIST is an acronym for Articulation System Stimulating Interinstitutional Student Transfer, which is the official source for California articulation and student transfer information. ASSIST is the official repository of articulation for California's colleges and universities, and therefore, provides the most accurate and up-to-date information available about student transfer in California.

## Program Changes

Transfer programs and Associate degree requirements are subject to change without notice. Information about course offerings, fees, refunds

## CALIFORNIA STATE UNIVERSITY (CSU) 23 CAMPUSES

### Minimum CSU Transfer Eligibility Requirements

To be eligible for admission to CSU as an upper division transfer student, you must fulfill the following criteria:

- x Complete a minimum of 60 transferable semester units
- x Maintaining a grade point average of 2.0 or higher in all transferable units attempted. Nonresidents must have a 2.4 grade point average.
- x Satisfying a minimum of 30 units of General Education including grades of C or better in: CSU-GE A1 Oral Communication, CSU-GE A2 Written Communication, CSU-GE A3 Critical Thinking, CSU-GE B4 Quantitative Reasoning.

### Supplementary Admissions Requirements.

Some majors and campuses receive more applications during the initial filing period than can be accommodated and have higher admission standards. For detailed information regarding *some may* impacted



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Student Name:

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Major:

Directions: Enter units completed at other colleges or enter name of AP Exam in the "Other" column (see Catalog for more information on AP Exams). Please note, although courses may be listed in two areas, they can only be counted in one area.

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