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TOPIC: Degrees and Certificates - Procedures

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Policy Number:  
D7

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**Effective Date: Fall 2024**

### **Degrees and Certificates**

Students seeking an associate degree from Cloud County Community College must complete the general education core curriculum plus any additional requirements for the particular certificate or degree.

#### 16-Hour Certificates

General Education 3 credit hours

#### 30-Hour Certificates

General Education 6 credit hours

#### 45-Hour Certificates

General Education 9 credit hours

### **Associate of Applied Science**

Persons awarded the Associate of Applied Science (AAS) degree have successfully completed a program of study which emphasizes preparation for employment typically at the technical or semi-professional level and consists of a minimum of 60 credit hours and a maximum of 68 credit hours, in which not less than 18 credit hours is in general education and not less than 30 credit hours in the area of specialized preparation are required.

This degree is not designed for transfer but may transfer to specific degree programs at selected colleges or universities. Developmental courses (those courses numbered 099 and below) will not count toward degree requirements. This degree will be awarded upon attainment of predetermined and specified performance requirements. Students must satisfactorily complete a planned program of not less than 60 college-level credits distributed as follows:

#### Associate of Applied Science General Education Requirements:

1. English Discipline Area	3 credit hours
2. Communication Discipline Area	3 credit hours
3. Mathematics & Statistics Discipline Area	3 credit hours
4. Natural & Physical Science Discipline Area	3 credit hours
5. Social & Behavioral Discipline Area	3 credit hours
6. Arts & Humanities Discipline Area	3 credit hours
MINIMUM TOTAL	18 credit hours

Specialized and Related Competencies – A minimum of 44 college-level credit hours are required from those listed below as determined by the department using the requirements of

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Adopted:	Reviewed	Reviewed	Revised	Reviewed	Revised	Revised/Reviewed
4/26/11	8/9/16	1/30/18	12/3/19	5/10/22	2/20/24	

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the occupation(s).

- Technical Knowledge
- Technical Skills
- Communication
- Science
- Mathematics
- Interpersonal Skills (employability skills)
- Courses from other Technical Disciplines

**Associate of General Studies**

The Associate of General Studies (AGS) is awarded to those who satisfactorily complete programs with an emphasis on a broad range of knowledge in which not less than 25 credit hours in general education and not less than 37 credit hours in a program of college-level work are required. The awarding of an AGS requires the student to satisfactorily complete a minimum of 60 college-level credit hours. The program of college-level work may consist of academic or technical courses at or above the 100-level. Technical courses taken within the AGS may transfer only to specific degree programs at selected colleges and universities.

Associate of General Studies General Education Requirements:

- |  |                        |
|--|------------------------|
| 1. English Discipline Area                               | 3 credit hours         |
| 2. Communications Discipline Area                        | 3 credit hours         |
| 3. Mathematics & Statistics Discipline Area              | 3 credit hours         |
| 4. Natural & Physical Science Discipline Area (with lab) | 4 credit hours         |
| 5. Social & Behavioral Science Discipline Area           | 3 credit hours         |
| 6. Arts & Humanities Discipline Area                     | 3 credit hours         |
| 7. Course from Areas 5 or 6 (must be second area)        | 3 credit hours         |
| 8. Course from Areas 1-6                                 | 3 credit hours         |
| <b>MINIMUM TOTAL</b>                                     | <b>25 credit hours</b> |

**Associate of Arts/Associate of Science**

Upon successful completion of a planned pre-baccalaureate program of not less than 60 college-level credit hours, the Associate of Arts (AA) or the Associate of Science (AS) degree will be awarded. Courses taken for these degrees are comparable to lower division courses offered at Kansas Regent Universities. Developmental courses (those courses numbered 099 and below) and Commercial Driver’s License courses will not count towards degree requirements. Only technical courses approved for the Institutionally Designated Area (see below) will count towards the general education degree requirements.

Adopted: 4/26/11	Reviewed 8/9/16	Reviewed 1/30/18	Revised 12/3/19	Reviewed 5/10/22	Revised 2/20/24	Revised/Reviewed
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Students earning an Associate of Arts or Associate of Science degree will complete 34-35 credits of general education course to satisfy the requirements set forth by the Kansas Board of Regents Systemwide General Education. Student transcripts will note “KS Systemwide General Education Completed”.

**Associate of Arts/Science General Education Requirements:**

1. English Discipline Area	6 credit hours
2. Communications Discipline Area	3 credit hours
3. Mathematics & Statistics Discipline Area	3 credit hours
4. Natural & Physical Sciences Discipline Area	4-5 credit hours
5. Social & Behavioral Sciences Discipline Area	6 credit hours
6. Arts & Humanities Discipline Area	6 credit hours
7. Institutionally Designated Area	6 credit hours
<b>TOTAL</b>	<b>34-35 credit hours</b>

List of courses fulfilling each area can be found in the current year Catalog and on the website.

**Requirements for Graduation**

Cloud County Community College holds one commencement ceremony annually in May. Students completing degree requirements in the fall semester who wish to participate in this ceremony must submit an application to graduate by December 1. Students completing degree requirements in the spring semester who wish to participate in the ceremony must submit an application to graduate by March 1. It is the responsibility of the student to meet all requirements for graduation and to check with the Student Records Office well in advance so there are no deficiencies.

**Graduation requirements are as follows:**

1. Completion of the general education requirements for the specific degree;
2. An overall grade point average of at least 2.0 on coursework at or above the 100-level.
3. Completion of degree-required credit hours at or above the 100-level.
4. Technical courses typically will not count toward A.A. or A.S. degree requirements except those fulfilling general education credits from the Institutionally Designated Area. Technical courses are those created to satisfy specific program outcomes for the Associate of Applied Science and certificate programs and Allied Health courses.
5. For Certificates and the Associate of Applied Science Degree, completion of the departmentally approved program.
  
6. No more than 12 hours of PE activity course credits can be used towards any of

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Cloud County Community College's associate degrees.

7. A student must earn 15 credit hours at or above the 100-level from Cloud County Community College. For Certificate, students must earn 8 of 30 credit hours at or above the 100-level or 4 of 16 credit hours at or above the 100-level from Cloud County Community College.
8. A high school student who applies to graduate with an AA/AS/AGS/AAS must present a high school transcript demonstrating completion of high school graduation requirements.

### **Courses Applicable Toward a Degree**

**Associate of Arts and Associate of Science:** Courses that are normally part of a four-year baccalaureate program will be applied to these degrees. This excludes most career or technical courses, allied health and others depending upon the academic program. Courses from accredited colleges and universities may accepted for transfer but not all will be applicable toward a degree.

**Associate of Applied Science:** Courses that are part of a departmentally approved program will be applied to this degree. Most career programs are limited to courses required by the program (career) and the general education requirements. Most courses outside those required for the career program will not be applicable toward the degree.

**Associate of General Studies:** Credit courses with a number of 100 or higher offered by Cloud County Community College or other accredited colleges or universities may apply toward this degree. Credit courses from other colleges or universities that are numbered 100 or higher yet are equivalent to Cloud County's courses numbered 099 or below will not count toward this degree.

Specific guidelines for the transfer of credit into degree programs can be found in policy D23.

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