



**Cochise College
Administrative Policy**

**Category: Instruction
Policy Number: 3013
Title: Degree Requirements**

Cochise College is committed to maintaining the highest academic standards, thereby enabling students to transfer to colleges and universities nationwide and to successfully enter the world of work.

Cochise College grants to students who fulfill the established requirements the Associate of Arts (AA), Associate of Arts in Elementary Education (AAEE), Associate of Business (ABUS), Associate of Science (AS), Associate of General Studies (AGS), and Associate of Applied Science (AAS) degrees. The college reserves the right to award associate degrees to students who have not submitted an online graduation application.

Courses and degree programs must be approved through the college's curriculum process, as stated in [Policy 3003](#) and its accompanying procedures.

**Procedure 3013.1
Catalog Requirements**

A student maintaining continuous enrollment in any public community college or public university in Arizona may graduate from Cochise College by meeting the requirements in the Cochise College catalog in effect at the time of that student's initial enrollment, or by meeting the requirements in any single Cochise College catalog in effect during any subsequent academic year (fall, spring, summer) of that student's continuous enrollment. Although a student's initial catalog assignment is the academic catalog in effect at the time of initial enrollment, a student's catalog year can change as a result of the following:

- A student who fails to maintain continuous enrollment or changes program of study shall be assigned the current year catalog.
- A student who requests a different catalog year shall be limited to subsequent academic year catalogs.
- A student whose academic catalog has expired, as described below, shall be assigned the next academic year catalog.

Continuous enrollment is defined as being enrolled during consecutive academic years in which course credit is earned. Noncredit and audited courses do not count toward continuous enrollment. For the purpose of determining a student's catalog requirements, continuous enrollment is limited to the five (5) academic years prior to the student's current year of enrollment. The five-year continuous enrollment limit moves forward with the student into year six and beyond. Re-enrollment is required of any student who has not completed a course during a given academic year.

Procedure 3013.2 Grade and Cumulative Grade Point Average Requirements

Students earning an Associate of Arts, Associate of Arts in Elementary Education, Associate of Business, Associate of Science, Associate of General Studies, or Associate of Applied Science degree must complete all degree coursework with a grade of C or better. All of these degree programs include an identified general education component, determined by the college in compliance with the Arizona General Education Curriculum (AGEC). To receive any degree, a student must also have a cumulative grade point average (GPA) of 2.0 or higher.

Procedure 3013.3 Residency Requirements

A minimum of 16 credits of any degree granted must be completed in residency at Cochise College.

A minimum of 8 credits in the AGEC component of any transfer degree must be completed in residency at Cochise College. Under special circumstances, exceptions may be granted.

Procedure 3013.4 Quick Start Courses

A student may not use a Quick Start course (198 or 298) to fulfill any catalog requirement for graduation except through petition to the appropriate academic dean. If a Quick Start course later becomes a permanent course, a student may petition the college registrar to insert a comment in the student's transcript denoting the change in course number.

Procedure 3013.5 Transfer Associate Degree Programs

Transfer degrees include the Associate of Arts (AA), Associate of Arts in Elementary Education (AAEE), Associate of Business (ABUS), and Associate of Science (AS) degrees. They are designed for transfer to Arizona State University, Northern Arizona University, and the University of Arizona.

Transfer degree programs consist of general education requirements, core curriculum, electives, and in some cases, non-English language requirements. All general education courses within a transfer degree program must be transferable to all three universities.

1. Arizona General Education Curriculum (AGEC): Arizona public community colleges and universities have agreed upon a common structure for transfer of general education curriculum. The AGEC block fulfills the lower-division general education requirements at all Arizona public community colleges and universities.
2. General education requirements for transfer degrees consist of 35-39 credits. Students must complete six credits of coursework fulfilling the intensive writing requirement. They

will satisfy the cultural and historical or global awareness requirements by completing their arts, humanities, and social and behavioral science portion of the AGECEC.

3. Core Curriculum: Specific courses are required for the completion of each transfer degree program.
4. Coursework for transfer degree programs must be completed with a grade of C or better.
5. A cumulative grade point average (GPA) of 2.0 or higher is required for any transfer degree.
6. General education course credits earned with a grade of C or better at any public community college or public university in Arizona will be accepted as equivalent general education credits at Cochise College.
7. Cochise College transfer courses and degree programs must be approved through the college's curriculum process, as stated in [Policy 3003](#) and its accompanying procedures.

The [college catalog](#) contains current general education requirements and degree requirements for transfer degrees.

Procedure 3013.6 Other Associate Degree Programs

Other degrees include the Associate of General Studies (AGS) and the Associate of Applied Science (AAS). The AGS degree is designed to be a general studies degree with no area of emphasis. The AAS degree is designed to prepare students for employment in a specific career upon graduation.

AGS degrees

Associate of General Studies degree programs consist of general education requirements, electives, and, in some cases, core curriculum.

1. The AGS degree requires coursework at the 100 level or higher and all degree coursework must be completed with a grade of C or better.
2. General education requirements for AGS degrees consist of a minimum of 35 credits. Students must complete six credits of coursework fulfilling the intensive writing requirement. They will satisfy the cultural and historical or global awareness requirements by completing the arts, humanities, and social and behavioral science courses in their degree.
3. A minimum of 16 credits of any degree granted must be completed in residency at Cochise College.

4. A cumulative grade point average (GPA) of 2.0 or higher is required for any AGS degree.

The [college catalog](#) contains current general education requirements and degree requirements for AGS degrees.

AAS degrees

Associate of Applied Science degree programs consist of general education requirements, core curriculum, and, in most cases, electives.

1. The AAS degree requires coursework at the 100 level or higher and all degree coursework must be completed with a grade of C or better.
2. General education requirements for AAS degrees consist of a minimum of 18 credits selected from the appropriate general education course list.
3. A minimum of 16 credits of any degree granted must be completed in residency at Cochise College.
4. A cumulative grade point average (GPA) of 2.0 or higher is required for any AAS degree.

The [college catalog](#) contains current general education requirements and degree requirements for AAS degrees.

Procedure 3013.7 Course Substitution to Non-Articulated Institution

Students transferring to any accredited institution may request that Cochise College substitute certain courses that are accepted by the transfer institution but are not on the college's general education course list. The student's academic advisor will complete a substitution form and submit it to the appropriate academic dean for approval. If approved, the request will become part of the student's graduation application file.

Procedure 3013.8 Additional Associate Degrees

Candidates for each additional associate degree at Cochise College must complete the following:

- All requirements for the additional degree
- Sixteen Cochise College credits not used in any previous degree.