

## Degree Statement

Upon successful completion of the requirements for graduation, the College will award the appropriate Certificate credential.

## Graduation Requirements for Certificates

The student must indicate which year's catalog requirements they choose to satisfy when submitting the Application for Degree, Certificate, or Diploma. It is the responsibility of the student to apply for any degree, certificate or diploma they have earned.

Students qualify for graduation once the following requirements are met:

- Achieve a 2.0 cumulative GPA as an undergraduate student.
- Meet individual certificate requirements, including major GPA (if applicable).
- Fulfill residency requirements – at least 12 credit hours of coursework completed at the College.
- Successfully complete the program pertaining to their certificate.
- Submit Application for Graduation to the Admissions & Registration Office by the applicable deadline and pay the graduation fee.
- Meet financial obligations to the school.

**NOTE:** A single course cannot be used to satisfy more than one course requirement in a program.

## General Requirements for Certificates

Effective fall Semester 2003, several academic policy changes were implemented to ensure that students are adequately prepared to meet business and industry standards. All Undeclared or newly Declared Students enrolled in regularly scheduled postsecondary courses must be enrolled in or must have completed developmental coursework for Math and English or have successfully placed into post-secondary Math and English (or equivalent).

Students must fulfill the English general education requirement by the time they have enrolled in 12 credits of classes. This means that students may take only nine (9) credits before they must begin meeting the general education requirements. All declared students in Certificate programs will be required to successfully complete minimum general education course requirements. For more information, refer to the Admissions Information, General Education Policy section of this catalog.

### A. General Education Requirements

Students must demonstrate proficiency in reading, writing, understanding and speaking English as indicated by one of the following:

Test out of the English Placement Test (or equivalent), or

Satisfactory completion of EN096 or EN097 courses

and

Test out of the Math Placement Test (or equivalent), or

Satisfactory completion of MA096 or MA098 courses

### B. Technical Requirements

Total Technical Requirements vary by program.

### C. Related General Education & Technical Requirements

Total related General Ed/Technical Requirements vary by program.

## Minimum Total Credits Required for a Certificate 30

\* No course may be counted for both Technical Major and Science/Technology General Education requirements.