



# Pima County Community College District Administrative Procedure

<i>AP Title:</i>	<b>Degrees, Certificates, Awards</b>
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<i>Legal Reference:</i>	ARS § 15-1444.01
<i>Cross Reference:</i>	

## PURPOSE

Pima Community College offers program awards in a variety of specifically defined categories. The credential types that follow are used by programs to organize curriculum in bundles aligned with national certifications, direct employment opportunities and/or transfer to a four-year college or university.

## SECTION 1: Marketable Skills Achievements

**Marketable Skills Achievements ([MSA](#))** – A Marketable Skills Achievement ([MSA](#)) is a sequence of courses that meet either specific business and industry needs or the minimum standard for program length specified by the Arizona Workforce Advisory Council and/or Local Workforce Investment Board for the federal Workforce Innovation and Opportunity Act (WIOA) program. MSAs shall be 6-15 credits for credit courses or 50-599 contact hours for either clock hour or non-credit workforce training offerings.

## SECTION 2: Formal Award Types

The College's programs listed below require a Student Success Course (signified by STU prefix or previously approved alternative) course). Circumstances dictating any exception must be approved by the Provost.

The credit ranges require all courses to be at the 100 level or above.

### Certificate

**Level I-Certificate** – A level one certificate, issued as a Certificate, (CERT) can be completed by a student in one calendar year or less. It must consist of at least 6 credits and no more than 39 credits. These certificates are open entry as they do not require a student to complete the placement process or prerequisite courses to gain access.

**Level II-Certificate** – A level two certificate, issued as a Certificate, (CERT) is defined as any certificate for which a student must meet certain eligibility requirements prior to entry into the program. In the stackable credential model, a second Certificate CERT2 in a stackable series will include the credits earned in the foundational Certificate CERT1(s). ~~A CERT2 program and~~ consists of between 30 - 45 credits (~~stackable Level 1 credits included CERT1 credits included~~).

**Post Degree Certificate** – a post-baccalaureate or post-associate degree certificate (CERA) is a conditional enrollment program that includes prior earning of an associate's or bachelor's degree as an entrance requirement. These certificates consist of between 15 - 45 credits.

**Arizona General Education Curriculum (AGEC) Certification** – A general education curriculum that guarantees fulfillment of the state's public universities' general education requirements. The certification of completion is verified and posted on a student's transcript by the Registrar's Office. The AGEC must be completed and transferred as a block of courses to ensure general education requirements are satisfied at the public universities. An AGEC consists of 32 - 35 credits.

**Associate of Applied Science (AAS)** – An applied associate degree results in an award that indicates mastery of a prescribed series of competencies with defined employment outcomes. An AAS degree consists of 60 - 61 credits. An AAS degree

should have a technical component composed of 50 to 75 percent of the course credits from a common technical specialty identified by the Program CIP code.

**Associate of General Studies (AGS)** – the AGS degree provides flexibility for students who are looking for an associate degree but may have specific requirements to meet for programs outside the academic programs in the public universities in Arizona. Current AGEC or other requirements may limit a student's ability to meet these specific needs and thus are not incorporated. A student needs to request and receive permission from a Student Affairs or Academic Affairs employee to access this Program of Study, which is not directly available through the College's application. Permission needs to be requested by a student and granted by a Student Affairs or Academic Affairs employee for students to access this Program of Study, it is not an option on the College's application. The degree requires 60 credits.

**Associate of Arts (AA)** – the AA is designed to support transfer to a four-year college or university by meeting the requirements of the first two years of a four-year program in Liberal Arts. The degree requires 60 - 64 credits.

**Associate of Business (ABUS)** – the ABUS is designed to support transfer to a four-year college or university by meeting the requirements of the first two years of a four-year program in Business. The degree requires 60 - 64 credits.

**Associate of Fine Arts (AFA)** – the AFA is designed to support transfer to a four-year college or university by meeting the requirements of the first two years of a four-year program in Visual and Performing Arts. The degree requires 60 - 64 credits.

**Associate of Science (AS)** – the AS is designed to support transfer to a four-year college or university by meeting the requirements of the first two years of a four-year program in Mathematics, Engineering or Sciences. The degree requires 60 - 64 credits.

~~The College has the opportunity to create and provide baccalaureate degrees based on the law passed in May of 2021. The requirements of ARS 15-1444.01 along with expectations from the Higher Learning Commission limit the number of degrees to two. The definitions~~

**Bachelor of Applied Science (BAS)** – the BAS is designed to prepare students with job-related skills and be flexible to meet industry demands. A BAS degree will provide a clear pathway in the CTE model of stackable credentials. The degree requires a minimum of 120 credits, completion of the AGEC (or equivalent

coursework or potential waiver for bachelor degrees, see AP 3.25.02, Section 3),  
~~Arizona General Education Curriculum~~ and a minimum of 30 credits at the upper division (300/400) level.

**Bachelor of Arts (BA)** – the BA is designed to prepare students for careers in the discipline, pursue graduate work, and/or meet certification standards. The degree requires a minimum of 120 credits, completion of the AGEC (or equivalent coursework or potential waiver for bachelor degrees, see AP 3.25.02, Section 3),  
~~Arizona General Education Curriculum~~ and a minimum of 30 credits at the upper division (300/400) level.

Deviation from the definitions described above must be approved by the College's Provost.

### **Section 3: Resources**

~~The College provides specific details of how each award type is designed, structured, approved, and assessed. The following links include information to support these processes:~~

[College Catalog](#)

[Curriculum](#)

[Provost approval process for deviations in this AP](#)