

# CAREER AND TECHNICAL OVERVIEW

## Degree & Certificate Intent

The career and technical education degrees and certificates are designed for students interested in gaining specific technical career skills. Students focus on completing program-specific coursework, balanced by minimal general education courses. Although the Associate in Applied Science and the Associate in Applied Technology degree programs are not designed to guarantee transfer to a senior institution, some institutions may accept technical coursework for students in certain areas of study. Students should contact an advisor and/or the senior institution for additional information.

## Associates General Requirements

Complete a minimum number of credits/units in specified curriculum:

- Associate Degree: Ninety (90) credits/units minimum
  - Associate in Applied Sciences (AAS): Students must complete the courses listed in their career plan, plus electives as needed to meet the ninety (90) credit/unit requirement. Most occupational programs require more than fifty-nine (59) credits/units of specific requirements.
  - Associate in Applied Technology (AAT): Students must complete the courses listed in their career plan, plus electives as needed to meet the ninety (90) credit/unit requirement. All Associate in Applied Technology degree programs require at least seventy-five (75) credits/units of major-related requirements.
- Certificate of Proficiency: Forty-five (45) credits/units minimum
- Certificate of Achievement: Twenty-one (21) credits/units minimum
- Certificate of Completion: 19 credit/unit maximum
- Maintain a minimum cumulative grade point average (GPA) of 2.0 or higher

Meet academic residency requirements as follows:

- Associate Degree: Thirty (30) credits/units minimum must be completed at Clark College.
- Certificate of Proficiency: Fifteen (15) credits/units minimum must be completed at Clark College.
- Certificate of Achievement: Ten (10) credits/units minimum must be completed at Clark College.
- Earn a grade of "C" (2.0) or higher in each major area requirement and specifically listed courses unless otherwise noted in the department requirements for all courses taken at Clark College.

## General Credit/Unit Restrictions

- Academic Credit for Prior Learning: A maximum of sixty (60) credits/units from AP, IB, CI, course challenges, or industry certification credits/units can be applied to a degree. Credit by Challenge coursework will meet academic residency requirements.
- College Level Examination Program (CLEP): Students may request up to fifteen (15) CLEP credits/units to be applied to a degree. credits/units will be used to fulfill general elective requirements only.
- Tech Prep/Direct Credit: Tech Prep/Direct Credit courses that are part of a professional program and fall into the restricted area in the DTA degree are limited to 15 credits/units. If Tech Prep/Direct Credit

courses apply to a professional technical degree or certificate, there is no limit to the number of credits/units that can be applied.

- Cooperative Work Experience: No more than fifteen (15) credits/units may be applied to an associate degree.
- Special Projects: No more than fifteen (15) credits/units in Special Projects will be allowed to meet degree or certificate requirements unless specifically outlined by the program.
- Military Experience: credits/units may be earned by previous military experience but cannot exceed twenty five percent (25%) of the degree or certificate. Please contact the Credentials Evaluations Office at Clark College for further information.
- Pass/Fail Grading Option: Sixty (60) credits/units maximum in courses with Pass/Fail grading option for an associate degree.

## General Information

For Associate in Applied Science degrees, General Education courses are restricted to two (2) distribution areas in the general education area of the degree.

## Certificate of Achievement (CA)

The Certificate of Achievement is designed for students who wish to receive specialized occupational training for a specialized career objective requiring less than forty-five (45) credits/units, but more than twenty (20) credits/units. Students must maintain a cumulative grade point average (GPA) of 2.00 or better. Students are required to complete a minimum of ten (10) credits/units at Clark College to meet the Academic Residency requirement. Certificates of Achievement requiring six courses or fewer are posted to students' official transcripts automatically upon completion of the specified requirements, students do not need to apply for graduation to be awarded.

## Certificate of Completion (CC)

The Certificate of Completion is designed for students who wish to gain entry-level skills or for those who wish to upgrade their skills in a short period of time. Certificates of Completion typically consist of three to four courses, requiring twenty (20) or less credits/units. The courses can be taken simultaneously or individually as your schedule allows. These certificates are not awarded a standard Clark College diploma. Certificates of Completion are posted to students' official transcripts automatically upon completion of the specified requirements, students do not need to apply for graduation to be awarded.