

Sierra College

ADMINISTRATIVE PROCEDURE

AP 4022

Course Approval

Date Adopted: 5/13/2016

Date Revised:

Date Reviewed:

References: Title 5, Section 55100

Sierra College has established procedures for submitting for Board approval individual degree-applicable credit courses offered as part of an educational program approved by the California Community Colleges Chancellor's Office.

Sierra also has established procedures for all non-degree applicable credit courses and degree-applicable credit courses that are not part of a permitted educational program. They include the following:

- These courses are granted approval by the Curriculum Committee.
- Members of the committee have received the requisite training provided for in Title 5, Section 55100.
- Unless modified to properly address the reasons for denial, no courses are offered that were previously denied separate approval by the California Community Colleges Chancellor's Office.
- Students may only count a limited amount of semester or quarter units approved toward satisfying the requirements for a certificate or completion of an associate degree.
- Regulatory limits are maintained on the number of courses that may be linked to one another by prerequisites or co-requisites.
- All courses approved are reported to the California Community Colleges Chancellor's Office.