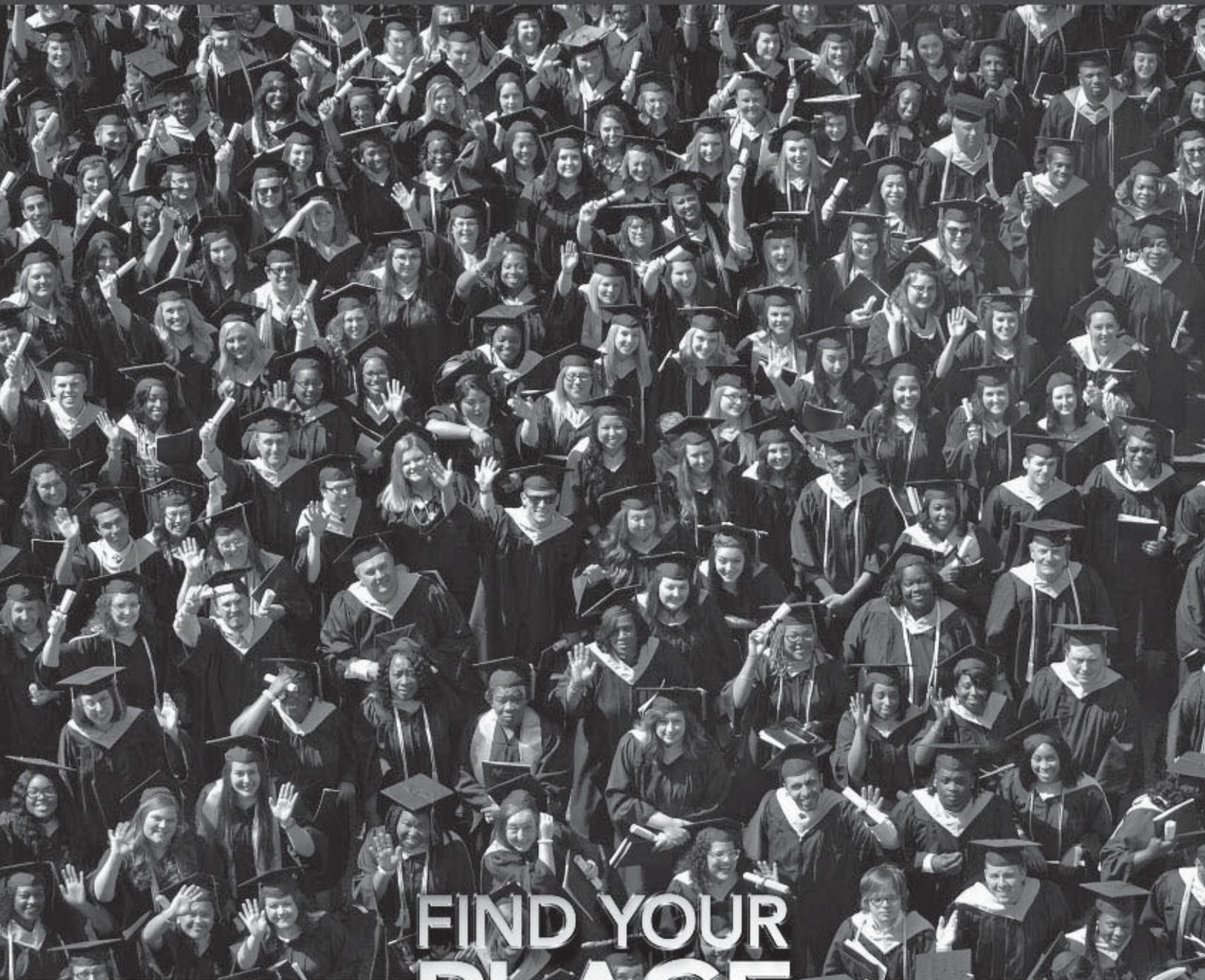


2018 - 2019 Jefferson State Community College

Degree Requirements



**FIND YOUR
PLACE**
AT JEFFERSON STATE

Associate Degree Outcomes

Students at Jefferson State may earn one of three associate degrees – associate in arts, associate in science, or associate in applied science – by completing one of the Jefferson State degree plans. Within each degree plan is a core of courses designed to provide general skills and broaden the students' perspectives, resulting in the following general education competencies:

- The student will demonstrate effective reading, writing and speaking skills.
- The student will demonstrate ability to apply reasoning and logic to assess ideas and situations, support positions, draw conclusions and solve problems.
- The student will demonstrate ability to identify, analyze, organize, and synthesize credible resources in a manner that respects intellectual property.
- The student will demonstrate understanding of mathematical concepts and scientific principles, and ability to use computers.
- The student will demonstrate understanding of events in history and developments in the arts and social sciences that have shaped civilization.
- The student will complete the general education core requirements for one of the three degrees offered by the college as specified below.

Degree and Certificates Offered

Jefferson State awards the associate in arts, the associate in science, the associate in applied science degrees and certificates for non-degree programs. Students must complete the approved curricula for their course of study as well as meet the following degree and certificate requirements.

Associate Degree Requirements

The following requirements must be met in order to receive a degree. A student should apply for graduation in Enrollment Services. A student who seeks a degree should apply during the term before he or she anticipates completing graduation requirements. The student will be informed, in writing, of his or her academic status with regard to qualifying for graduation.

A student may elect to graduate under any Jefferson State degree plan in effect during his or her enrollment, the date of the earliest degree plan not to exceed four years prior to the date of anticipated graduation.

Some programs, such as nursing, have more rigid policies. See exceptions under degree requirements for each program.

A student shall be awarded the associate in arts, associate in science, or associate in applied science degree upon satisfactory completion of the requirements of the specific degree plan as specified by the College and by the Alabama Community College Board of Trustees.

A student must:

1. For a degree, satisfactorily complete a minimum of 60 semester hours of college credit in an approved program of study, including prescribed general education courses.
2. Earn a 2.0 cumulative grade point average in all courses attempted at the college. The calculation of the grade point average for graduation shall not include grades earned in institutional credit courses. A course may be counted only once for purposes of meeting graduation requirements.
3. Complete at least 25 percent of the degree plan coursework at Jefferson State for an associate degree.
4. Complete and transfer appropriate courses with a grade of "C" or better from a regionally or Council on Occupational Education accredited institution to satisfy degree requirements. A transfer grade of "D" will only be accepted when the transferred student's cumulative grade point average is 2.0 or above.
5. Students can receive either an Associate in Arts or an Associate in Science degree from Jefferson State.
6. Submit a formal application for graduation during the term before he or she anticipates completing graduation requirements.
7. Fulfill all financial obligations to the college.
8. Count no credit hours for any courses disregarded when declaring academic bankruptcy or forgiveness in the cumulative grade point average toward the total number of hours required for a degree.
9. Competency in the basic use of the computer is a requirement of the Southern Association of Colleges and Schools Commission on Colleges. Courses listed in the "Course Descriptions" section of the Catalog and Student Handbook with the computer designation substantially integrate use of the computer as a course requirement and satisfy the Jefferson State computer competency requirement. Students should speak to an advisor regarding transferability of these courses.
10. Remove all admissions conditions.

The Associate in Arts and Associate in Science Degree Core Requirements

Students can receive either an Associate in Arts or an Associate in Science degree from Jefferson State.

The associate in arts and associate in science degrees are the basic degrees awarded to students completing a planned university-parallel

program designed to meet the requirements of the first two years of a Bachelor of Arts or Bachelor of Science degree. Students must print and retain the STARS articulation guide for their major along with the transfer institution's Area V courses. This information is available from the appropriate academic division, Enrollment Services, and our home page. All associate in arts and associate in science degrees will contain the following General Education Core requirements. Since not all courses will satisfy these requirements in all programs, courses should be chosen from a STARS articulation guide, approved degree plan or Degree Works audit to ensure they meet the requirements. The STARS articulation guide, degree plan or Degree Works audit will also indicate the courses needed in addition to the General Education Core to complete the degree.

Note: Courses satisfying Areas I-IV are noted in the "Course Descriptions" and "University Parallel" sections of the Catalog and Student Handbook.

Area I:
Written Composition I and II **6**
 Requirements: The oral communication competency is a requirement of the Southern Association of Colleges and Schools Commission on Colleges. This requirement may be accomplished through the integration of oral communication proficiencies within a required discipline-specific course(s).

Area II:
Humanities and Fine Arts **12**
 • Literature* 3
 • Arts 3
 • Remaining semester hours to be selected from Humanities and/or Fine Art 6

(Humanities and arts disciplines include but are not limited to area/ethnic studies, art and art history, foreign languages, music and music history, philosophy, ethics, religious studies, speech, theater and dance.)

Area III:
Natural Science and Mathematics **11**
 • Mathematics at the Precalculus Algebra or Finite Math Level 3
 • Natural Sciences (laboratory) 8

In addition to mathematics, disciplines in the natural sciences include: astronomy, biological sciences, chemistry, geology, physical geography, earth science, physics, and physical science.

Area IV:
History, Social, and Behavioral Sciences **12**
 • History* 3
 • Other disciplines in the Social and Behavioral Sciences 9

No more than six hours of History may be completed for Area IV. (Social and behavioral sciences include, but are not limited to: anthropology, economics, geography, political science, psychology, and sociology.)

Areas I-IV:
Minimum General Education Requirements **41**

Area V:
Pre-Professional, Pre-Major, and Elective Courses ****19 - 23**
 Courses appropriate to the degree requirements and major of the individual student and electives. See your advisor, Degree Works Audit, or see Area V on the transfer institution's web site (stars.troy.edu/area_V.html).

Area I-V:
General Studies Curricula ****60 - 64**
 Students completing courses that have been approved for the General Studies Curriculum and are appropriate to their major and/or degree program may transfer these courses with credit applicable to their degree program among Alabama's public two-year and four-year colleges and universities.

* Must complete a six semester hour sequence either in literature or in history. The sequence in Area II and IV in literature or history needs to follow the sequence requirements according to the student's major and transfer plans.

** Respective programs of study for baccalaureate degrees at Alabama public universities range from 120 to 128 semester credit hours in length. Dependent upon the total hours allocated for the bachelor's degrees, institutions in The Alabama Community College System will only be authorized to provide 50 percent of that total (60-64).

The Associate in Applied Science Degree Core Requirements

The associate in applied science degree is awarded to students who complete the requirements of a specific career or professional program outlined in this catalog. These programs may contain no less than 60 and no more than 76 semester hours. Of the total hours in a program, 35-40 percent must be courses chosen to ensure competency in reading, writing, oral communication, computers, and fundamental mathematics and to satisfy Jefferson State core requirements. The remaining hours must be taken in the specific area of concentration and may include related courses and electives. This area of concentration must include 15 semester hours of coursework, with appropriate prerequisites, above the level of elementary courses. In addition, coursework in the area of concentration must follow an orderly, identifiable sequence. All associate in applied science degrees will contain the following General Education core requirements. Not all courses listed will satisfy these requirements in all programs; courses should be selected to ensure that they meet the requirements of an approved program.

Note: Courses satisfying Areas I-IV are noted in the "Course Descriptions" and "Career Programs" sections of the Catalog and Student Handbook.

Area I:

Communication Skills	6
• English – ENG 101	3
• ENG 102 or Speech	3

Requirements: The oral communication competency is a requirement of the Southern Association of Colleges and Schools Commission on Colleges. This requirement may be accomplished through the integration of oral communication proficiencies within a required discipline-specific course(s).

Area II:

Humanities and Fine Arts	3
In addition to Literature, disciplines include but are not limited to: area/ethnic studies, art and art history, foreign languages, music and music history, philosophy, ethics, religious studies, theater and dance.	

Area III:

Natural Science, Computer Science and Mathematics	10 - 11
In addition to mathematics, disciplines in the natural sciences include: astronomy, biological sciences, chemistry, geology, physical geography, earth science, physics, and physical science.	

Requirements: Distributed in mathematics or lab science or computer science (data processing). Minimum of three hours in mathematics is required. Minimum of four hours in natural science is required. One

computer science (data processing) course or demonstrated computer literacy skills, or the integration of computer proficiencies within a required discipline-specific course(s). Appropriate 100 or above level courses denoted in The Alabama Community College System Course Directory may be substituted.

Area IV:

History, Social, and Behavioral Sciences	3
In addition to history, the social and behavioral sciences include, but are not limited to: anthropology, economics, geography, political science, psychology, and sociology.	

Area V:

Technical Core, Technical Concentration, and Electives	37-54
Courses appropriate to the degree requirements, occupational or technical specialty requirements, core courses, and electives.	

Areas I–V:

	60 - 76
Students planning programs of study for which the AAS does not represent the terminal degree, and for which national or regional programmatic licensure and certification are required, should be encouraged to integrate the "General Studies" transfer courses whenever possible.	

An associate in applied science degree candidate who has completed specific program entry requirements and who is following a specific associate in applied science program, taking courses in the proper sequence under the guidance of a designated program advisor, may be said to be majoring in that program of study.

Advanced Certificate Requirements

The following requirements must be met in order to receive an advanced certificate. A student should apply for graduation in Enrollment Services. A student who seeks a certificate should apply during the semester before he or she anticipates completing graduation requirements. The student will be informed, in writing, of his or her academic status with regard to qualifying for graduation.

A student may elect to graduate under any Jefferson State degree plan in effect during his or her enrollment, the date of the earliest degree plan not to exceed four years prior to the date of anticipated graduation. A student shall be awarded an advanced certificate upon satisfactory completion of the requirements of the specific degree plan as specified by the college and by the Alabama Community College Board of Trustees.

A student must:

1. For an advanced certificate, satisfactorily complete a minimum of 30 semester hours of college credit in an approved program of study.
2. Earn a 2.0 cumulative grade point average in all courses attempted at the college. The calculation of the grade point average for graduation shall not include grades earned in institutional credit courses. A course may be counted only once for purposes of meeting graduation requirements.
3. Complete at least 25 percent of the degree plan course work at Jefferson State for a certificate.
4. Complete and transfer appropriate courses with a grade of "C" or better from a regionally or Council on Occupational Education accredited institution to satisfy degree requirements. A transfer grade of "D" will only be accepted when the transferred student's cumulative grade point average is 2.0 or above.
5. Submit a formal application for graduation during the term before he or she anticipates completing graduation requirements.
6. Fulfill all financial obligations to the college.
7. Count no credit hours for any courses disregarded when declaring academic bankruptcy or forgiveness in the cumulative grade point average toward the total number of hours required for a degree.
8. Remove all admissions conditions.

Advanced Certificate Core Requirements

An advanced certificate is awarded to students who satisfy the requirements of a specific advanced certificate program outlined in this catalog. All advanced certificate programs will require 30 - 60 semester credit hours and contain the following core requirements.

ENG 101 English Composition I **3**
Appropriate score on Reading WorkKeys required.

MTH Elective MTH 100 or MTH 116 or higher level math course **3**
Appropriate score on Math WorkKeys required.

Humanities and Fine Arts Elective **3**
(Art, humanities, religion, theater arts, philosophy, literature, music, foreign language)

Natural Science, Computer Science and Mathematics **3**
In addition to mathematics, disciplines in the natural sciences include: astronomy, biological sciences, chemistry, geology, physical geography, earth science, physics, and physical science.

Requirements: One computer science (data processing) course or demonstrated computer literacy skills, or the integration of computer proficiencies within a required discipline-specific course(s).

Technical Concentration, and Electives **18 - 48**

Courses appropriate to the degree requirements, occupational or technical specialty requirements, core courses, and electives.

Maximum Program Semester Credit Hours **30 - 60**

Certificate Requirements

The following requirements must be met in order to receive a certificate. A student should apply for graduation in Enrollment Services. A student who seeks a certificate should apply during the semester before he or she anticipates completing graduation requirements. The student will be informed, in writing, of his or her academic status with regard to qualifying for graduation.

A student may elect to graduate under any Jefferson State degree plan in effect during his or her enrollment, the date of the earliest degree plan not to exceed four years prior to the date of anticipated graduation. A student shall be awarded a certificate upon satisfactory completion of the requirements of the specific degree plan as specified by the college and by the Alabama Community College Board of Trustees.

A student must:

1. For a certificate less than or equal to 29 semester credit hours, satisfactorily complete a minimum of 9 semester hours of college credit in an approved program of study.
2. Earn a 2.0 cumulative grade point average in all courses attempted at the college. The calculation of the grade point average for graduation shall not include grades earned in institutional credit courses. A course may be counted only once for purposes of meeting graduation requirements.
3. Complete at least 25 percent of the degree plan course work at Jefferson State for a certificate.
4. Complete and transfer appropriate courses with a grade of "C" or better from a regionally or Council on Occupational Education accredited institution to satisfy degree requirements. A transfer grade of "D" will only be accepted when the transferred student's cumulative grade point average is 2.0 or above.
5. Submit a formal application for graduation during the term before he or she anticipates completing graduation requirements.
6. Fulfill all financial obligations to the college.
7. Count no credit hours for any courses disregarded when declaring academic bankruptcy or forgiveness in the cumulative grade point average toward the total number of hours required for a degree.
8. Remove all admissions conditions.

Certificate Core Requirements

A Certificate is awarded to students who satisfy the requirements of a specific certificate less than or equal to specific programs outlined in this catalog. All short certificate programs will require 9 - 29 semester credit hours and contain the following core requirements.

Written Composition I **0 - 3**

Eligible for ENG 101

Mathematics **0 - 3**

Eligible for MTH 100 or 116 (program specific)

Maximum General Education Core, Technical Concentration, and Electives **9 - 29**

Courses appropriate to the degree requirements, occupational or technical specialty requirements, core courses, and electives.

Maximum Program Semester Credit Hours **29**

Career Readiness Certificate (CRC)

The Alabama Career Readiness Certificate (CRC) is an assessment-based credential issued by the Alabama Department of Workforce Development. The CRC serves to validate that an individual has certain skills that are essential across a range of jobs in the workplace. The Gold, Silver, or Bronze Career Readiness Certificate may be awarded to eligible students or individuals who score at certain levels on three ACT WorkKeys assessments – Applied Mathematics, Reading for Information, and Locating Information. This certificate is based on the ACT WorkKeys Assessment system, a highly recognized system that measures “real world” skills that employers believe are critical to job success. Let employers know that you have the skills they need by earning your Alabama Career Readiness Certificate.

For additional information on how to earn your Career Readiness Certificate, contact Jefferson State’s Office of Career Readiness at 205-856-7942, e-mail crc@jeffersonstate.edu, or you may visit www.careerreadyalabama.com.

DegreeWorks Degree Audit

DegreeWorks is an online resource for all students pursuing an AA, AS, AAS, CER, or STC degree and certificate programs. It is an academic advising and degree audit tool to help students successfully navigate curriculum requirements.

To access DegreeWorks, log into myJSCC>Access Your Online Services>Student>Student Records, then click on the Degree Works Link.

Graduation Application Process

Students may apply for graduation online through myJSCC. Click on the Student tab/Student Records/Apply for Graduation. Graduation applications are also available on our website at <http://www.jefferson-state.edu/enroll/forms/> or in Enrollment Services at one our locations. Applications may be faxed to 205-856-8091. Students will be notified of their graduation status.

The last day to post graduates will be the day before classes start for the next term. Students who will be transferring courses back to Jefferson State to meet graduation requirements must have an official transcript in Enrollment Services no later than two days before classes start for the next term. It is the student’s responsibility to inform the graduation office at 856-7793 that a transcript will be forthcoming. No degrees will be posted after the DAY BEFORE CLASSES BEGIN for the next term.

Graduation GPA

Calculation of the graduation grade point average (GPA) shall include only college level courses completed at Jefferson State. Developmental and grades for transfer courses will not be included in the graduation GPA.

Graduation Honors

Degrees

Superior academic achievement by graduating students shall be recognized by the following designations on transcripts:

Graduation with Honors

Cum Laude 3.50 to 3.69 GPA

Graduation with High Honors

Magna Cum Laude 3.70 to 3.89 GPA

Graduation with Highest Honors

Summa Cum Laude 3.90 to 4.00 GPA

Note: Calculation of the grade point average (GPA) for graduation honors shall be identical to that method used to calculate the graduation GPA for the degree being earned. In addition, in order to be eligible for a graduation honor, the student must have completed a minimum of 24 semester credit hours at Jefferson State.

Certificates

Graduation with Distinction 3.50 to 4.00 GPA

Note: Calculation of the grade point average (GPA) for graduation honors shall be identical to that method used to calculate the graduation GPA for the certificate being earned. In addition, in order to be eligible for a graduation honor, the student must have completed a minimum of 24 semester credit hours at Jefferson State.

Graduation Ceremony

A graduation ceremony is held in May of each year for graduates of the spring and preceding summer and fall terms. Information concerning the ceremony is mailed to students in early March of each year.

No student may participate in the graduation ceremony who has not completed all degree requirements prior to the date of the graduation ceremony.

Although degrees are officially conferred in May, students receive their diplomas approximately four to six weeks after the end of the term in which they complete their degree requirements.

