

DEGREES AND MAJORS

Requirements for graduation with an Associate Degree are prescribed by the State Chancellor's Office and the Board of Trustees of the Peralta Colleges. It is the student's responsibility to file all transcripts of previous college work and to file a "Petition for an Associate Degree" by the deadline date during the semester in which he/she plans to complete the requirements. See the College Calendars in the General Information section of the Catalog or in the Class Schedules for deadline dates.

The student with a specific educational objective may follow the appropriate curriculum patterns outlined in the Announcement of Courses. Each pattern is designed for preparation for an occupational field and/or enrollment at a four-year institution. Although the information is in most cases current, the student is cautioned to check with a counselor for changes. It is the responsibility of the student to monitor progress toward individual educational goals.

CATALOG RIGHTS

A student's catalog rights are defined as maintaining enrollment in at least one semester per academic year, excluding summer session and intersessions, in any of the Peralta Colleges. A student's catalog rights include:

1. The regulations in effect at the time the student entered the college, provided the student has been in continuing enrollment until the requirements for the Degree/Certificate are completed.*
or
2. The regulations current at the time the student re-enters the major program and remains in continuing enrollment until the requirements of the Degree/Certificate are completed.*
or
3. The regulations current at the time the student files and receives the Degree/Certificate.*

*All students, regardless of the date of entering any one of the Peralta Colleges, must fulfill the General Education requirements specified in the 1991-93 or subsequent catalogs for the Associate Degree.

NOTE: While a course might satisfy more than one General Education requirement, it may not be counted more than once

for this purpose (see exception for Ethnic Studies courses). The withdrawal symbol ("W") constitutes enrollment.

THE ASSOCIATE DEGREE

The Associate Degree signifies successful completion of a program of organized study and learning experiences designed to impart knowledge and to develop skills, appreciations, attitudes, and values which will be useful to its recipients and to the society in which they live.

The student is encouraged to fulfill the requirements for an Associate Degree. Degrees are conferred at the end of the academic term. The student who wishes to transfer may, by careful planning, simultaneously complete Associate Degree and transfer requirements. The degree, however, is not required for transfer, nor does it automatically entitle the student to advanced standing at a four-year institution.

A student may apply for an additional Associate Degree for another major. In this case, previously completed acceptable courses may be counted towards the degree; however, the student must fulfill all current major, General Education, and other degree requirements.

REQUIREMENTS FOR THE ASSOCIATE DEGREE

1. At least 60 degree-applicable semester units completed which includes courses in the Major, General Education courses, and electives, if necessary.
2. An overall grade-point average of at least 2.0 ("C").
3. At least 12 units completed at Merritt.
4. General Education Requirements:
 - a. A minimum of 19 units with at least a 2.0 ("C") average. Choices should be made from the Merritt College General Education Course List.
 - b. A "C" or better is required in each course in General Education Areas 4a and 4b (English composition and Mathematics areas) in addition to a "C" average for all General Education courses.
 - c. General Education courses completed at another Peralta District college will be accepted by Merritt College.
5. Major Requirements: At least 18 units with a grade of "C" or better in each course in the major. **Note:** The number of units varies for the majors; however, a minimum grade of "C" is required in each course in the major.

GENERAL EDUCATION REQUIREMENTS

AREA ONE: NATURAL SCIENCES

One course with a minimum of **3 semester units** from the following is required:

ANTHR:	1
ASTR:	1, 10
BIOL:	1A, 1B, 2, 3, 4, 5 ¹ , 9, 10, 13, 15, 20A, 20B, 23, 24, 25, 29, 36
CHEM:	1A, 1B, 12A, 12B, 30A, 30B
GEOG:	1, 10
GEOL:	1, 5, 6, 10, 12
LANHT:	1, 15 ¹
NUTR:	10 ² (formerly Facs 10), 12 (formerly Facs 12)
PHYS:	2A, 2B, 4A, 4B, 4C, 10
PSYCH:	12 ³

¹Biol 5 is the same as Lanht 15; maximum credit: one course.

²Nutr 10 is the same as Biol 31 at Alameda and Biol 28 at Laney; maximum credit: one course.

³Psych 12 is the same as Biol 27 and Psych 12 at Laney and Vista and Hlted 27 at Vista; maximum credit: one course.

AREA TWO: SOCIAL AND BEHAVIORAL SCIENCES

One course with a minimum of **3 semester units** from the following is required:

AFRAM:	2, 5, 8, 10, 12, 14A, 14B, 16, 19 ¹ , 25, 27, 28 ² , 30, 31, 32, 33, 34, 45
ANTHR:	2, 3, 4, 5, 7, 8, 13, 16, 18, 30A-D ⁵
ASAME:	20, 21, 29, 30, 32, 45A, 45B
BUS:	5, 10, 52
CHDEV:	50, 51 (formerly Facs 51), 53, 57A
COMM:	6, 10, 18, 22 (formerly Spch 6, 10, 18, respectively)
COSER:	10
ECON:	1 ³ , 2, 10, 11 ³
EDUC:	1
ENGL:	38
ENVST:	11, 76A-D ⁽⁴⁾⁽⁵⁾ , 78A ⁽⁴⁾⁽⁵⁾ , 78B ⁽⁴⁾⁽⁵⁾
GEOG:	2, 5, 10
HLTED:	1
HIST:	2A, 2B, 7A, 7B, 8A, 8B, 14, 15, 19, 27, 30A, 30B, 32
HUSV:	53 (formerly Coser 45)
M/LAT:	6 ¹ , 12, 19 ⁶ , 23, 28 ² , 30A, 30B
NATAM:	76A-D ⁽⁴⁾⁽⁵⁾ , 78A ⁽⁴⁾⁽⁵⁾ , 78B ⁽⁴⁾⁽⁵⁾
POSCI:	1, 2, 3, 4, 16, 20
PSYCH:	1A, 1B, 3, 6, 10, 12, 24, 33
SOC:	1, 2, 3, 5

¹Afram 19 is the same as M/Lat 6; maximum credit: one course.

²Afram 28 is the same as M/Lat 28; maximum credit: one course.

³Econ 1 and Econ 11; maximum credit: one course.

⁴Envst 76A-D, 78A and 78B are the same as Natam 76A-D, 78A and 78B, respectively; maximum credit: one course.

⁵Each course must be taken for a minimum of 3 units to satisfy Area 2 requirements.

⁶M/Lat 19 is the same as Hist 17 at Alameda, Laney and Vista; maximum credit: one course.

AREA THREE: HUMANITIES

One course with a minimum of **3 semester units** from the following is required:

AFRAM:	21, 22A, 22B, 22C, 22D, 25, 27, 28 ¹ , 41, 42, 43, 45
ANTHR:	7, 8
ART:	1, 2, 3, 4, 9, 10, 11, 12, 15
ASAME:	1, 30
CHIN:	1, 2
ENGL:	1B, 10A, 10B, 17A, 17B, 26, 30A, 30B, 32A, 32B, 38, 40, 43, 44A, 44B, 46A, 46B, 210A, 210B, 217A, 217B, 230A, 230B, 232A, 232B, 243, 244A, 244B
FREN:	1A
HUMAN:	2
M/LAT:	28 ¹ , 30A, 30B
MUSIC:	1A, 9, 10, 11, 13A, 13B
PHIL:	1, 2, 10
SPAN:	1A, 1B, 2A, 2B, 22A, 22B, 30A, 30B, 31A, 31B, 38, 40
SWAHI:	1A, 1B

¹Afram 28 is the same as M/Lat 28; maximum credit: one course.

AREA FOUR: LANGUAGE AND RATIONALITY

One course must be completed in each sub-area (a, b, c, d):

a. **English Composition: One course** with a minimum of **3 semester units and a grade of "C" or better** from the following:

ENGL:	1A, 1B, 5, 201A, 201B, 203A, 203B
ESL:	21A, 21B

b. **Mathematics: May be met by one** of two options listed below:

Option 1: One course with a minimum of **3 semester units and a grade of "C" or better** from the following:

MATH:	1, 2, 3A, 3B, 3C, 3D ¹ , 13, 15, 16A, 16B, 50, 201, 202, 203
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¹Math 3D is equivalent to Math 3E and 3F at Alameda, Laney, and Vista.

or

Option 2: Credit by Examination of Math 201: Students must earn a grade of “C” or better on the exam to earn 4 units of credit toward the degree requirement. **The exam can be taken only once** and is offered by the Math Department each semester during finals week. The Credit by Exam Form (available in the Admissions and Records Office) will be used to record the exam grade on the student's transcript.

- c. **Computer Literacy: One course** with a minimum of **one (1) semester unit** from the following:

BUS: 24, 29A

CIS: All courses with a minimum value of one unit and numbered 1 through 248, except 211 at Laney.

LRNRE: 211A, 211B

- d. **Oral and Written Communications, or Literature: One course** with a minimum of **3 semester units** from the following:

AFRAM: 41, 42, 43

COMM: 4, 6, 10, 20, 45 (formerly Spch 4, 6, 10, 20, 45, respectively)

COSER: 16A¹

ENGL: All courses numbered 1 through 247, except 48s, 49s, 202, 205, 206A, 206B, 208.

ESL: 21A, 21B

¹Course must be taken for a minimum of 3 units to satisfy area 4d requirements.

³Envst 76A-D, 78A and 78B are the same as Natam 76A-D, 78A and 78B, respectively; maximum credit: one course.

⁴Each course must be taken for a minimum of 3 units to satisfy Area 5 requirements.

⁵M/Lat 19 is the same as Hist 17 at Alameda, Laney and Vista; maximum credit: one course.

⁶If a course from this area (Area 5) is completed in Social and Behavioral Sciences (Area 2) or Humanities (Area 3) or Oral and Written Communications (Area 4d), it can **also** satisfy the Ethnic Studies (Area 5) requirement. **However, the units are only counted once.**

Important Notes:

1. Some majors include courses that appear on the Merritt College General Education Course List. The courses may be used to meet both the major and the General Education requirements provided that the total is 37 or more units. A course may be used **one time for the major and one time only for the General Education requirements**, even though the course may be listed in several category areas. While a course might satisfy more than one General Education requirement, it may **NOT** be counted in more than one area (see exception for Ethnic Studies, Area 5).
2. Out-of-district and/or out-of-state courses will be individually evaluated through the Counseling Office to determine if they fulfill the Merritt College General Education requirements. For information regarding this process, students should contact the Counseling Office in Building P, Room 300.

AREA FIVE: ETHNIC STUDIES

One course with a minimum of **3 semester units** from the following is required:⁶

AFRAM: 2, 5, 8, 10, 12, 14A, 14B, 16, 19¹, 21, 22A, 22B, 22C, 22D, 28², 30, 31, 32, 33, 41, 42, 43, 45

ANTHR: 5

ART: 10, 15

ASAME: 20, 21, 30, 32, 45A, 45B

ENGL: 38

ENVST: 76A-D⁽³⁾⁽⁴⁾, 78A⁽³⁾⁽⁴⁾, 78B⁽³⁾⁽⁴⁾

M/LAT: 6¹, 12, 19⁵, 23, 28², 30A

NATAM: 76A-D⁽³⁾⁽⁴⁾, 78A⁽³⁾⁽⁴⁾, 78B⁽³⁾⁽⁴⁾

¹Afram 19 is the same as M/Lat 6; maximum credit: one course.

²Afram 28 is the same as M/Lat 28; maximum credit: one course.

Spanish	AA
Vocational Nursing	AS CC

*The AS degree and Certificate of Completion will replace the Certificate of Achievement when State approval is granted.

**The Certificate of Completion is available only to those already awarded the AS degree.

CERTIFICATE OF COMPLETION

Certificates of Completion are available in all of the above programs where a "CC" is indicated. The Certificate of Completion is granted in those programs for which 18 or more units are required in the major. The student may petition the Admissions and Records Office for the Certificate upon completion of all the requirements specified for the Certificate (see requirements under the specific department headings). A grade of "C" or better is required in each course in the major. At least 12 units of associate-degree level work must be completed at Merritt. The Certificate of Completion is indicated on the student's transcript.

Occupational programs are designed for preparation for both entry-level positions and for in-service training for persons already employed. Information sheets, which include degree opportunities, are available from the Counseling Department.

CERTIFICATE OF ACHIEVEMENT

A Certificate of Achievement is granted in certain programs for which 6-17.5 units are required. A grade of "C" or better is required in each course. These programs do not qualify for the Certificate of Completion. The receipt of a Certificate of Achievement is indicated on the student's transcript. Certificates of Achievement are awarded for the following:

Assistant Teacher
 Associate Teacher
 Certified Nurse Assistant/Home Health Aide
 Dietary Assistant
 Early Intervention
 Ecological Restoration
 Geographic Information Systems/Global Positioning Systems (GIS/GPS)
 Healthcare Interpreter
 Horticultural Therapy
 Human Services
 Internet Programming
 Legal Office Assistant

Office Administrator
 Pathway II Certificate (Nutrition & Dietetics)
 PC Applications Help Desk Specialist
 Violence Intervention and Counseling
 Web Page Authoring

CERTIFICATE OF SKILLS

A Certificate of Skills is granted in certain programs for which up to and including 5.5 units are required. A grade of "C" or better is required in each course. These programs do not qualify for the Certificate of Achievement. The receipt of a Certificate of Skills is indicated on the student's transcript. Certificates of Skills are awarded for the following:

Emergency Medical Technician I

VOCATIONAL/TECHNICAL PROGRAMS OFFERED AT THE PERALTA COLLEGES

College of Alameda

Account Clerk I and II
 Accounting
 Apparel Design and Merchandising
 Auto Body and Paint
 Automotive Technology
 Aviation Maintenance Technology
 Business Administration
 CIS/Business Information Systems
 Computer Applications – Weekend Computer College
 Computer Information Systems
 Customer Service Representative
 Dental Assisting
 Diesel Mechanics
 General Office Clerk
 Legal Secretarial Studies
 Marketing Management
 Office Administration
 Retail Management (pending State approval)
 Small Business
 Specialist Clerk
 Word Processor

Laney College

Accounting
 Architectural and Engineering Technology
 Banking and Finance
 Biotechnology
 Business Administration
 Business Information Systems
 Carpentry

Computer Information Systems
 Construction Management
 Cosmetology
 Culinary Arts
 Environmental Control Technology
 Graphic Arts
 Labor Studies
 Machine Technology
 Management and Supervision
 Marketing and Sales
 Photography
 Retail Management
 Welding Technology
 Wood Technology

Merritt College

Administration of Justice:

Corrections
 Police Science

Business:

Accounting
 Administrative Assistant
 Administrative Office Systems and Applications
 Business Administration
 Business Information Processing
 Business Management
 General Business
 Legal Office Assistant
 Office Administrator

Child Development:

Assistant Teacher
 Associate Teacher
 Early Intervention
 Teacher
 Violence Intervention and Counseling

Community Social Services:

Substance Abuse

Computer Information Systems:

Internet Programming
 PC Applications Help Desk Specialist
 Web Page Authoring

Emergency Medical Technician I

Environmental Design and Energy Technology

Environmental Hazardous Materials Technology

Environmental Management and Restoration Technology:

Ecological Restoration
 Geographic Information Systems/Global Positioning
 Systems (GIS/GPS)

Health Occupations:

Healthcare Interpreter

Human Services

Landscape Horticulture:

Basic Landscape Horticulture
 Horticultural Therapy (pending State approval)
 Intermediate Landscape Design and Construction
 Intermediate Landscape and Parks Maintenance
 Intermediate Nursery Management
 Landscape Design and Construction Specialist
 Landscape and Parks Maintenance Specialist
 Nursery Management Specialist
 Turf and Landscape Management Specialist (pending
 State approval)
 Turf and Landscape Management Professional (pending
 State approval)

Nurse Aide:

Certified Nurse Assistant/Home Health Aide

Nursing (Associate Degree)

Nutrition and Dietetics:

Dietary Assistant
 Dietary Manager (Dietetic Service Supervisor) (pending
 State approval)
 Dietetic Technology
 Pathway II Certificate

Paralegal Studies

Radiologic Science

Real Estate

Recreation and Leisure Services

Vocational Nursing

Vista College

American Sign Language

Biotechnology

Business Administration

Business Office Technology:

Administrative Assistant
 Administrative Assistant/Legal
 Administrative Assistant/Medical
 Administrative/Accounting Assistant

Computer Information Systems

Applied Microcomputer Information Systems

Computer Programming

Network Support Technician

Web Programming

International Trade

Multimedia Arts:

Digital Imaging
 Digital Video Arts
 Web Design/Production
 Writing for Multimedia

Social Services Paraprofessional

Travel Industry