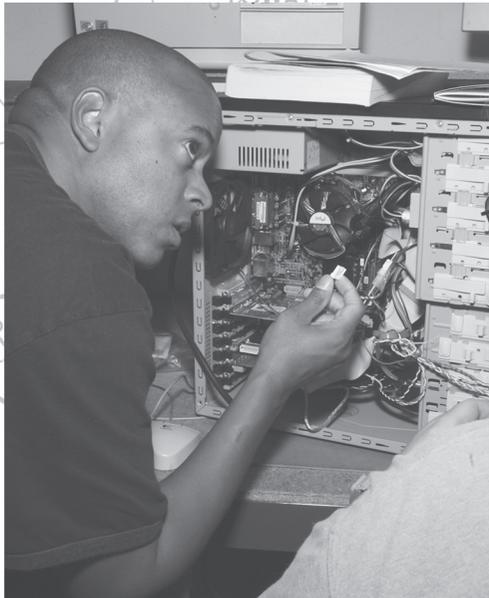


Building Your Future *Student Rights & Responsibilities*

4



Section 4 – Student Rights and Responsibilities

Each student is responsible for following the rules and regulations in this catalog. Furthermore, each student is responsible for his/her enrollment in classes and for attending classes. The College is not liable if the student fails to read and understand the rules.

Academic Integrity

The Center for Academic Integrity at Duke University* defines academic integrity as a commitment, even in the face of adversity, to five fundamental values: honesty, trust, fairness, respect, and responsibility. From these values flow principles of behavior that enable academic communities to translate ideals into action.

Palomar College is wholly committed to the idea and ideals of academic integrity. We embrace and adopt the definition and related principles of academic integrity provided by the Center for Academic Integrity stated in the paragraph above. Following are the explanations of the five principles as provided by the Center for Academic Integrity and adopted by Palomar College.

1. **Honesty:** Begins with oneself and extends to others. In the quest for knowledge, we must be honest with ourselves and with each other, whether in the classroom, laboratory, meeting, library, or on the playing field.
2. **Trust:** Only with trust can we believe in the research and efforts of others and move forward with new work. Only with trust can we collaborate with individuals, sharing information and ideas without concern that our work will be misappropriated or misused, our reputations diminished, or our academic careers harmed. Only with trust can our communities believe in the social and economic value and meaning of an institution's scholarship and degrees.
3. **Fairness:** Important components of fairness are predictability, clear expectations, and a consistent and just response to dishonesty. All campus constituencies have a role in ensuring fairness and a lapse by one member of the community does not excuse misconduct by another.
4. **Respect:** Demonstrated by attending class, being on time, paying attention, following instructions, listening to other points of view, being prepared and contributing to discussions, meeting academic deadlines, and performing to the best of our ability. Being rude, demeaning, or disruptive is the antithesis of respectful conduct. We show respect for the work of others by acknowledging our intellectual debts through proper identification of sources.
5. **Responsibility:** Shared responsibility distributes the power to effect change, helps overcome apathy, and stimulates personal investment in upholding academic integrity standards. Being responsible means taking action against wrongdoing, despite peer pressure, fear, loyalty, or compassion. At a minimum, individuals should take responsibility for their own honesty and should discourage and seek to prevent misconduct by others. Whatever the circumstances, members of an academic community must not tolerate or ignore dishonesty on the part of others.

*The Center for Academic Integrity is affiliated with the Kenan Ethics Program at Duke University in Durham, North Carolina.

Debts Owed to the College

Debts occur when a student fails to repay money borrowed from the College,

violates a student financial aid contract, fails to pay tuition and/or enrollment fees, library fines, or bookstore charges. Debts also occur when the student fails to reimburse the College for a returned check, does not return or account for athletic equipment/uniforms, or fails to pay scheduled fees for other services provided by the College. This list of debts is not all inclusive and may include others not specifically listed. If a delinquent debt is sent to the Chancellor's Office Tax Offset Program or another collection agency, a 33% penalty charge will be added to the balance owed.

Palomar College reserves the right to withhold all further services until the debt is paid in full. Grades and transcripts may be withheld until all financial obligations are cleared.

Drugs and Alcohol Policy

It is the policy of the Palomar Community College District to provide, maintain, encourage, and support a drug-free and alcohol-free campus. The commitment of this policy is to education, prevention, rehabilitation, and recovery. An alcohol-free and drug-free campus will promote the safety and health of students, employees, and the public.

All employees and students are clearly and expressly prohibited from the possession, being under the influence, or consumption of alcohol, illegal drugs, or controlled substances on campus, at any school-sponsored event, or while acting within the scope of employment.

The complete policy is included in the Student Guidebook, and is also available in the Office of Student Affairs.

Smoking Policy

It is the policy of Palomar Community College District that there shall be no smoking permitted in buildings or within 20 feet of buildings at Palomar College. Additionally, Palomar College has designated several areas on campus as non smoking areas. Any questions or concerns related to this policy or enforcement should be directed to The Director of Student Affairs in room SU 201.

Parking and Traffic Regulations

Parking Permits

A permit from the College is required for all vehicles on District property. The permit must be placed on the rear-view mirror when parked or, if you have a convertible, a decal may be affixed to the right rear bumper or right rear window and on the left front fork of motorcycles.

Permits may be purchased at the Cashier's Office and PIC Center on the San Marcos campus and at the Palomar College Escondido Center. They can also be purchased online with a credit card via the Register for Classes link at www.palomar.edu. Once payment has been received and mailing address confirmed, the permit will be mailed to the student. BOGW reduced-fee parking permits* may be purchased at the Bursar's Office on the main campus. Semester permits are only valid during dates printed on the permits.

*Only one discounted permit allowed per semester. In order to be eligible for the lower fee, BOGW students must show proof of BOGW status by providing a print out of their Financial Aid status form at the time the permit is purchased. If a regular permit is purchased and the student becomes BOGW eligible at a later date, there will be no refunds issued.

One-day permits may be purchased for \$3 (Fee is subject to change without further notice) from machines located in lots 3, 5, 9, 12 and the Escondido Center. Permits will be honored in student lots only. Visitor and emergency/ temporary student permits, good for one day, are valid in designated lots only and along the roadway where parking is authorized. Temporary permits may be obtained from the Palomar College Police Department (PCPD) and the Escondido Center's Police Storefront. Overnight parking is not allowed

without prior approval from the College Police Department. Violators will be towed at owner's expense and/or cited.

Citations

Campus Police will issue citations to cars that do not display the appropriate parking permits if the cars are parked in spaces designated for handicapped, disabled students, staff or visitors—this applies to all College parking lots at all times.

Vehicles receiving Palomar College citations have the same legal status as parking citations issued by any other law enforcement agency in California. C.V.C. (California Vehicle Code) and parking permit violations are enforced 24 hours a day/7 days a week with the exception of the first two weeks of each semester and during intercession classes. Citations may be satisfied by paying the fine (bail) within 21 days at the San Marcos campus Cashier's Office. Bail will also be accepted by check or money order via U.S. mail (the citation must accompany the bail deposit). Credit card payments may also be made at PayMyCite.com. After 21 calendar days, unpaid citations become delinquent and a late fee equal to the amount of the fine will be due.

Palomar College Police Officers are not authorized to dismiss citations. A formal "Appeals Process" is in place. If you wish to appeal a citation, the forms are available on line at the Police/Parking web page at www.palomar.edu or at the Police Department. The violator shall request the dismissal in a timely manner, within 21 calendar days of the date of issuance. This request will be reviewed by PCPD and may be granted at that time. All registered owners are responsible for the citations issued to their vehicle.

Administrative Dismissal of one violation per calendar year may be granted for a "failure to display a valid parking permit" violation. You must show proof of purchase **prior** to issuance (date and time) of the citation. Administrative Dismissals apply equally to all students, faculty and staff members of the Palomar Community College District, and it applies to permit violations only.

For further information regarding citations or regulations, contact the College Police Department at (760) 744 1150, ext. 2289 or view the department web page at www.palomar.edu.

Palomar College Police Department

The Palomar Community College District Police Department was established by the Governing Board of the District effective August 28, 1998. The Palomar College Police Department is a fully accredited and California POST certified police agency. The Police Department employs trained police officers whose authority is the same as all sworn peace officers in California. The Police Department will exercise the power to issue official citations for violations of the law, and in situations requiring it, may arrest violators, taking them into custody and booking them into San Diego County Jail located in Vista. Students and staff are advised to give all members of the Police Department their full cooperation and respect as they carry out their important duties to protect students, faculty and staff while seeking to provide a safe and secure environment on and near District property.

The Clery Act: Right to Know

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, or Clery Act requires higher education institutions to give timely warnings of crimes that represent a threat to the safety of students or employees, and to make public their campus security policies. It also requires that crime data be collected, reported and disseminated to the campus community and is also submitted to the Department of Education. The act is intended to provide students and their families, as higher education consumers, with accurate, complete and timely information about safety on campus so that they can make informed decisions by providing:

- 1) Policy Disclosure
- 2) Records Collection and Retention
- 3) Information Dissemination

Hard copies of the Clery Act are available at our campus police offices located on the San Marcos campus and the Escondido Center. The Clery Act Report is available to all prospective students and employees upon request. For further information on the Clery Act, please contact the Records Division of the Campus Police Department at (760) 744-1150 Ext. 3977.

Sexual Harassment Policy

It is the policy of Palomar College in keeping with efforts to establish and maintain an environment in which the dignity and worth of all members of the College community are respected, that sexual harassment of students and employees is unacceptable conduct and will not be tolerated.

This policy applies to the unlawful harassment of any student on the basis of sex by any employee of the District including, but not limited to, classroom conditions, grades, academic standing, scholarships, recommendations, employment opportunities, disciplinary action, or any other aspect of College life within the control of the District or its employees.

This policy also applies to the unlawful sexual harassment of any employee with respect to all terms and conditions of employment with the District, including but not limited to hiring, placement, evaluation, promotion, disciplinary action, layoff, recall, transfer, leaves of absence, training opportunities, compensation, work assignments, and hours of work, shifts, or workload.

Employees who violate this policy may be subject to corrective measures and to disciplinary action up to and including termination of employment. Students who violate this policy may be subject to corrective measure, including discipline, up to and including expulsion.

Sexual harassment is a violation of Title VII of the Civil Rights Act of 1964, Title IX of the Education Act Amendments of 1972, and California Education Code Sections 210 through 214, inclusive.

The Assistant Superintendent/Vice President for Human Resource Services is responsible for administering this policy. All questions, concerns, and complaints regarding sexual harassment should be addressed to this position.

Student Behavior Rules and Regulations

Students at Palomar College are responsible for regulating their own conduct and for respecting the rights and privileges of others. Palomar students are expected to conduct themselves in a manner compatible with the function of the College as an educational institution, and respect and obey all civil and criminal laws. Failure to abide by the standards as set forth by Palomar College is cause for disciplinary action.

Guidelines for student conduct are set forth in the California Education Code, California Administrative Code Title 5, policies of the Board of Trustees, and all civil and criminal codes.

In compliance with California Education Code Section 66300, 72282, and 72292, and in keeping with the above, regulations have been established to effectively and efficiently provide for the approved educational programs, approved student activities, and community services. For further information, contact the Office of Student Affairs, room SU-202.

Student Conduct Code

The complete Student Conduct Code is available in the Office of Student Affairs, room SU-201.

I. Standards of Conduct

Students enrolled at Palomar College are responsible for their conduct and for respecting the rights and privileges of others. Palomar College will conduct themselves in a manner compatible with the good order and function of the College. We invite and encourage all students to familiarize themselves with the Palomar College Statement on Academic Integrity and to strive to act in a manner consistent with the principles addressed within the statement. Students are also expected to obey all civil and criminal laws. Whenever it has been determined that "good cause" exists for student discipline, the appropriate official of the College shall notify the student of action to be taken. Examples of "good cause" include, but are not limited to the following:

A. Students are expected to avoid any type of dishonesty, including, but not limited to cheating, plagiarism, forgery, fabrication or counterfeiting documents, furnishing false information to the College, alteration or misuse of College documents or records, duplication of assignments, or aiding another in an act of dishonesty.

As noted in the Statement of Academic Integrity, honesty is of utmost importance in all endeavors related to the College. A detailed discussion of academic dishonesty and related consequences are addressed in Section II.

- B. Disturbance of the peace, which includes, but is not limited to, behavior which contributes to the obstruction or disruption of teaching, athletic events, meetings, or other College activities on or at any District property or facility, including but not limited to, classrooms, library, athletic field, locker room, bookstore, food service facility, student union, game room, any College office, parking lot, or roadway.
- C. Assault, battery, or any threat of force or violence, physical or verbal, upon a student, personnel, or visitor.
- D. Theft of, or damage to, or threat of damage to, property of the District or an employee, student, or visitor to a District facility.
- E. Unauthorized entry in to, or unauthorized use of District facilities, supplies, or equipment.
- F. Violations of District policies and regulations, including, but not limited to, regulations and policies related to parking, bicycles, skateboards, scooters, computer, telecommunications, campus vehicles, and any and all other District equipment, and policies and regulations related to student organizations, extracurricular activities and student and visitor symbolic expression.
- G. Unlawful use, possession, sale, or distribution of a "controlled substance" as the term is defined by the California Health and Safety Code, Section 11007, and that which is listed in any schedule in Sections 11054, 11056, 11057, or 11058; while on District premises or at any District sponsored activity. Attendance at any College function or event, or activity sponsored by the College while under the influence of a controlled substance.
- H. Disorderly conduct, including, but not limited to, inappropriate, disrespectful, insulting, and/or obscene language, alcoholic intoxication, lewd, indecent, or obscene conduct.
- I. Possession and/or consumption of any alcoholic beverage on any District property or in any District vehicle.
- J. Disruptive behavior, profanity or vulgarity, or defiance of faculty or staff, including but not limited to, cafeteria and bookstore employees, counselors and financial aid staff, campus police employees, other students or visitors to the College.
- K. Defiance or abuse of personnel, including but not limited to, faculty,

administrators, counselors, librarians, office staff, athletic coaches, club advisors, or campus police.

- L. Possession of any type of object that can be reasonably assumed to be a weapon of used as a weapon (as defined by the California Penal Code), on or at any District facility, or District sponsored event or activity.
- M. Willful or persistent smoking or use of tobacco products on College premises where smoking and use of tobacco products has been prohibited by regulations of the Governing Board of the College.
- N. Misuse of District computers, telephone, or telecommunications devices.

It is the expectation of Palomar College that minor children will be under the constant supervision of parents or guardians (notwithstanding those minor children enrolled in Palomar College classes and programs) and that said parents or guardians are responsible for assuring appropriate behavior of minor children. Parents or guardians will be held responsible when the behavior of minor children constitutes a violation of the Palomar College Code of Conduct and these parents or guardians will be directed to remove the minor children from District facilities (classrooms, libraries, food services, operations, athletic events, public areas, etc.) should violations occur.

At the discretion of the professor, minor children shall be allowed to accompany parents or guardians to a class in which the parent or guardian is enrolled.

II. Academic Honesty Guidelines

Honesty in all aspects of academic endeavor is imperative. Accordingly, students are expected to avoid dishonesty in all of their behavior related to their experience at Palomar College. Following are examples of behavior deemed to be dishonest:

- A. **Plagiarism**, the representation of the ideas or words of another as your own. Below are some examples of plagiarism:
 - 1. Copying someone else's sentences or phrases (whether published or not), either verbatim or paraphrases, and presenting them as your original work.
 - 2. Using another author's ideas, outline of information, or method of presentation without acknowledgement of the source.
 - 3. Re-writing a research paper that incorporates material from a paper written by another person.
 - 4. Submitting a research paper as your own work that was borrowed, purchased, or obtained in any other manner from another student or any other source.
- B. **Cheating**, offering or receiving unauthorized assistance on an assignment or examination. The following are examples of cheating:
 - 1. Notes taken into an examination without the permission of the instructor.
 - 2. Examination questions recorded and passed on by one person to another.
 - 3. Any type of assistance, oral or written, given by one student to another during a project or examination without the approval of the instructor.
 - 4. Alteration of a graded paper or examination resubmitted for reconsideration of grade or additional credit.
 - 5. Use of any electronic device (calculator, tape recorder, or computer)

during an examination unless permitted by the instructor.

6. Alteration of laboratory experience or results.
 7. Submission of any work written or created by someone other than yourself as though it was your own work product.
 8. Obtaining, or assisting another person to obtain, or being in possession of a test, assignment, exam, without the approval of the instructor.
- C. **Fabrication**—includes presentation to a class or the inclusion in an assignment or examination of any data or other information manufactured by the student or gathered in a fraudulent manner.
- D. **Duplication of Assignments**—Students may not use a research paper, speech, or other project from one course to satisfy the requirements of a second course without obtaining permission of the instructor of the most recent course for which the assignment is going to be used.
- E. **Aiding in Dishonesty**—A student is aiding in dishonesty when he or she makes material, information, or opportunity available for another student to utilize in a dishonest manner.

All incidents of academic dishonesty should be reported to the Office of the Director of Student Affairs. This office maintains a record of these incidents and attempts to track for repeat offenders. Additionally, the Director of Student Affairs should be considered a resource person for students and staff desiring additional information or assistance with policy.

III. Consequences for Violations of the Student Code of Conduct

This section provides information regarding the possible consequences for violations of the Palomar College Student Code of Conduct including incidents of academic dishonesty.

- A. **WARNING:** Oral or written notice that a student's conduct in a specific instance does not meet College standards and that continued misconduct may result in further and more severe disciplinary action.
- B. **REPRIMAND:** A censure for violation of specific rules of conduct.
- C. **REMOVAL BY THE INSTRUCTOR:** Denial of the right to attend a particular class for a specific period of time not to exceed two (2) class meetings (regardless of the length of a class meeting). This consequence is available to all instructors of record and can be utilized whenever, in the judgment of the instructor, good cause exists for its use. All suspensions of this type are at the discretion of the instructor and cannot be appealed.

Instructors must notify the Office of the Director of Student Affairs when this sanction is utilized so that accurate records can be maintained and repeat offenders will be identified. (Ca. Ed. Code Sec. 76032).

- D. **PROBATION:** Notice the student found in violation of the Code of Conduct may continue to be enrolled and participate in extra or co-curricular activities under stated conditions. Further incidents of inappropriate behavior shall be cause for further and more severe disciplinary action.
- E. **RESTITUTION:** Reimbursement for, or service and repair of, District property that has been lost, damaged, misused, misappropriated or unreturned. Restitution may be imposed in combination with any other disciplinary action.
- F. **COMMUNITY SERVICE:** May be performed by a student as a consequence for violations of the Code of Conduct or may be as-

signed in combination with any other consequence enumerated within this section. Community service may be assigned in lieu of reimbursement articulated in subsection "E" above.

- G. **SUSPENSION:** Denial of College privileges, including one or more of the following:
 1. The right to be on the premises of any District facility.
 2. Exclusion from one or more classes or activities (sports, student government, cheerleading, field trips, drama, forensics, etc.) for a period up to ten (10) days of instruction.
 3. Exclusion from one or more classes or activities for the remainder of the semester.
 4. Exclusion from all classes and activities of the College for one or more terms/semesters.
- H. **EXPULSION:** Expulsion from the College by the Governing Board for a definite period of time and loss of all College privileges, including District employment and the privilege of entering any of the District's facilities except by written authorization from the Office of the Superintendent/ President. Readmission is contingent upon the student's application to, and approval of, the Governing Board.

IV. Suspension

Suspension by a College instructor for good cause from class for the day of suspension, and the following class meeting. Instructor's decision is final, and may not be appealed.

V. Appeals

Only Long-Term Suspension and Expulsion are subject to the hearing and appeal procedures. These procedures are on file in the Office of Student Affairs, SU-21.

Student Grievance Policy

It is the policy of the Palomar Community College District to authorize students to start grievance procedures when the student believes that he/she has been subject to unjust action, or the denial of rights as published in District regulations, state law, or federal laws. Copies of the Student Grievance Policy and Procedures are available in the Office of Student Affairs, SU-201.

Students' Rights and Privacy of Student Records

Pursuant to CAC Title 5, Section 54606 and subsequent sections, you may request an opportunity to inspect any and all official school records, files, and data related to the student. If information in the file is inaccurate, misleading, or inappropriate, the student may request removal of the information, or include a statement disputing the material that he/she challenges.

Other provisions of the law restrict the people who have access to the information in student records. School personnel with legitimate educational interests, schools of intended enrollment, specified federal and state educational administrators, or those who provide financial aid are entitled to access without the student's consent. Access may also be obtained without your consent pursuant to court order. Parents of minors do have access. Parents of non-minor students do not have access, except when written permission is received from the student.

De conformidad con las leyes federales, cualquier estudiante puede pedir toda copia de su informacion personal (records). Si hay errores en esta informacion, el estudiante puede pedir que estos errores sean corregidos o que la informacion sea removida. El estudiante tambien puede incluir una explicacion disputando la informacion incorrecta.

Otras provisiones de la ley ponen limites a personas que tengan acceso a

esta informacion personal del estudiante. En ciertos casos, hay personas en instituciones educativas (colegios, universidades, escuelas, etc.) que tienen el derecho legal de inspeccionar esta informacion personal del estudiante. Cuando hay una orden legal de la corte, esta informacion personal del estudiante puede ser inspeccionada. Los padres de personas menores de edad tambien pueden inspeccionar esta informacion. Los padres de personas mayores de edad necesitan tener permiso escrito del estudiante para poder inspeccionar esta informacion confidencial.

Directory information is maintained which includes name, address, telephone number, date of birth, email address, and class schedule information. The College will provide information to:

1. The National Student Clearinghouse for purposes of enrollment verification, degree verifications, and data matching services (for transfer follow-up research)
2. Colleges, universities, or government agencies to promote outreach to students and to enhance transfer
3. The California Student Aid Commission to facilitate the award of financial aid
4. The California Community Colleges Chancellor's Office for research and analysis purposes
5. Prospective employers upon your request. Dates of attendance, program of study, and the degree granted will be provided to an employer only upon request.
6. For law enforcement purposes.

Directory information will not be sold, used for commercial purposes, disclosed to the public, or given to government agencies for the purpose of making benefits determinations (other than for financial aid). If you do not want the College to provide any directory information without your written consent, please notify the Records Office, in writing within thirty (30) days of the start of each semester. If you activate your student email account, it will be displayed in a public electronic address book.

Students who are applying for or receiving student financial aid must disclose their social security number. Also, any student who wants a tuition tax credit form - 1098T to claim income tax credit for tuition and fees on their federal income tax return must provide the social security number.

Todo estudiante que someta una solicitud para recibir ayuda financiera del gobierno federal tiene que usar su numero de seguro social. Tambien, cada estudiante que quiera credito por los gastos de ensenanza en sus impuestos federales tiene que someter al colegio su numero de seguro social.

All health information is confidential, and is not revealed to any person or persons, except those persons in Health Services directly connected with treatment of the student. Instructors, however, will be notified if a student has a health condition that may result in losing consciousness.

Regulations and procedures regarding student records are available in the Records Office, room SSC-54.

Student Right To Know

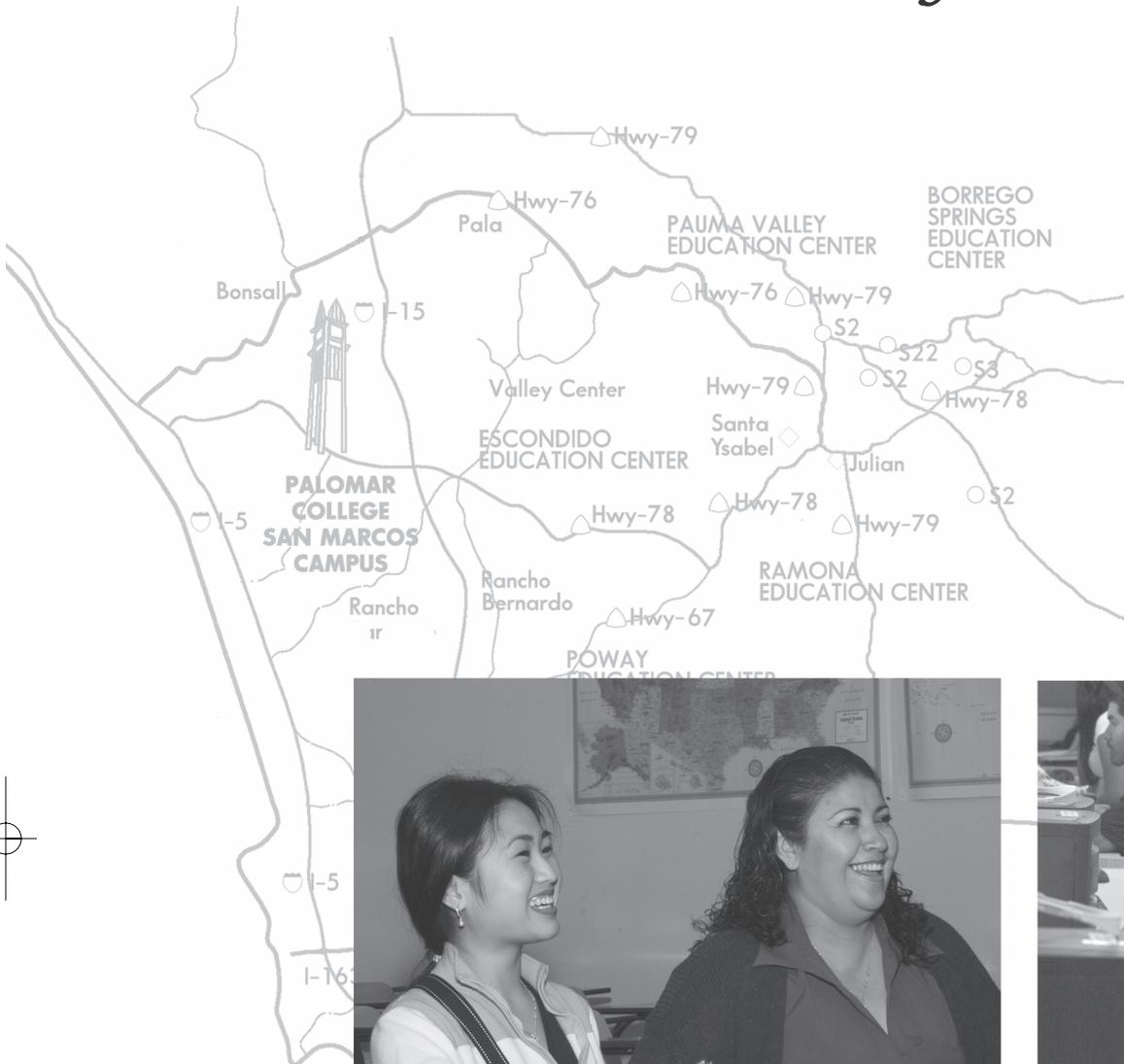
As a consumer, you have a right to know about your chances of college success. "Student Right-To-Know" (SRTK) refers to a Federally-mandated public disclosure of a college's Completion Rate and Transfer Rate. The intent of SRTK is to provide to the consumer, a statistic of comparable effectiveness that they can use in the determination of college choice.

SRTK is a "cohort" study; that is, a group of students who are first-time

freshmen who are enrolled full-time and are degree-seeking is identified in a fall term and their outcomes are measured over a period of time. The outcomes that the two SRTK rates measure are Completion (the total number of students in the cohort who earn either a degree, a certificate, or who successfully completed a two-year-equivalent transfer-preparatory program) and Transfer (the total number of cohort non-completers who were identified as having enrolled in another institution). The tracking period of the cohorts is three (3) years, at which time the SRTK rates are calculated and made public. See <http://srtk.cccco.edu/index.asp/> for further information, as well as for specific college data.

Building Your Future *Academic Regulations & Standards*

5



Section 5 – Academic Regulations and Standards

ACADEMIC POLICIES

Academic Renewal Regulations

Palomar College is committed to meeting the educational needs of all its District citizens. Open entry encourages students of varied educational backgrounds to pursue their individual goals. Palomar's commitment to all students increases the likelihood of enrolling those who have failed in the past but who have shown their readiness to try again. To reduce the negative impact of past academic failure and to facilitate fair and equitable treatment of all students in pursuit of their academic goals, Palomar College supports Academic Renewal.

A student may petition for up to thirty (30) units of previous course work attempted at Palomar College or any other institution to be excluded when computing the grade point average (GPA). Course work to be disregarded must include the entire semester. Subject, but not unit, credit will be allowed for work completed satisfactorily (A, B, C or CR) during disregarded terms for A.A. degree Competency and Certificate requirements only. Academic Renewal is not allowed if course work to be disregarded has previously been used to fulfill degree, certificate, or transfer certification requirements.

Current and potential financial aid students are advised that all units attempted will count in the total units attempted limit for financial aid eligibility. Academic renewal does not eliminate units for financial aid purposes.

Procedure

If the following conditions are met, Palomar College may disregard from all consideration associated with requirements for the Associate in Arts degree, Certificate of Achievement and General Education certification up to a maximum of thirty (30) semester units of course work taken at any college. These conditions are:

1. The student completes a Petition for Academic Renewal with a counselor. Forms are available from the Counseling or Records Offices. The student submits the Petition to the Records Office.
2. The majority (50% or more) of course work in the term(s) under consideration must be substandard (FW, F, D, NC) and not representative of present scholastic ability and level of performance, the total GPA of which is less than 2.0.
3. Three years must have passed since attempting the course work to be excluded from GPA calculation.
4. The student must have completed 24 semester units since the term(s) to be disregarded, of which at least 15 must have been earned at Palomar. The remaining 9 units may be completed at another regionally accredited college or university.
5. The student must have a 2.0 GPA since the time of attempting the course work to be excluded.
6. The petition will be reviewed by the Records Office for compliance with policy. The student will be notified by mail of approval or denial of request.
7. The student agrees that ALL units attempted during the semester to be excluded, even satisfactory units, are to be disregarded.
8. Academic renewal granted by Palomar College does not guarantee that other institutions will approve such action. This determination will be made by the respective transfer institution.

NOTE: Students who have attempted more than thirty (30) units in the two terms to be disregarded may submit a Student Petition to the Academic Review Committee for consideration.

Annotation of Record/Academic Renewal

It is important to understand that all course work will remain legible on the student's permanent record (transcript), ensuring a true and complete academic history. However, the student's permanent record will be annotated so that it is readily evident to all users of the record that the units, even if satisfactory, are to be disregarded and may not apply to certificate, degree or general education requirements.

Attendance

Student Responsibilities

The primary responsibility for class attendance and maintaining an accurate registration record rests with the student. Consequently, each student must process all adds or drops to their class schedule and is held responsible for the updating of their Official Study Schedule. To be officially recorded, adds and drops must be submitted to the Admissions Office by the appropriate deadlines (check deadline dates in the Class Schedule).

Students are expected to attend all sessions of a class in which they are enrolled. Anticipated absences should be reported to instructors in advance in order to complete assigned work by due dates. All other absences should be reported to instructors immediately upon returning to class and any missed course work should be made up. If an emergency requires a long absence and the instructor cannot be reached, students should contact the instructor's department/office.

Faculty Responsibilities

Each faculty member is responsible for informing students in writing of the course content and grading system for each class within the first two class meetings. The instructor has the responsibility for maintaining accurate attendance records in accordance with established procedures.

Prior to the first census, instructors must drop any student identified as a no show (students who registered, but never attended class). An instructor may elect to drop a student for the following reasons: 1) excessive absences, normally defined as more than the number of times the class meets per week; 2) failure to take examinations; 3) failure to complete class assignments.

Auditing a Class

- Permission to audit a class is granted at the discretion of the instructor and with the instructor's and Dean's signed permission.
- An audit student shall not be permitted to change his/her enrollment in the course to receive credit.
- With the instructor's and Dean's signed permission, a credit student may switch his/her enrollment to audit status provided the change is completed prior to the end of the fourth week of class for a full semester course or prior to 30% of a short-term course.
- With the instructor's and Dean's signed permission, a student may enroll in a course for audit at any time during a semester if he/she has not enrolled in that course for credit during the same semester.
- No student will be allowed to register in audit status prior to the first day of class. The first day of class refers to the actual first class meeting.
- Credit students have priority over auditors. If a class closes after an auditor has been admitted, the auditor may be asked to leave to make room for the credit student. Instructor discretion is strongly recommended.
- If a student taking 10 or more units for credit is auditing a class and drops below the 10 unit level, the \$15.00 per unit audit fee will be assessed.

Basic Skills Course Limitations

Basic skills or pre-collegiate courses are designed to prepare students for college-level work. Students may be required to enroll in certain basic skills courses if the assessment process indicates they will benefit by this special preparation for college-level courses. A total of 30 units of courses numbered from 1 - 49 are allowed.

Any student who completes a total of 30 units in any combination will be notified and referred to a counselor for educational planning or exceptions to the limits. Basic skills courses may not be used to satisfy general education requirements for an associate degree.

Students who are financial aid recipients are reminded that only 30 units of remedial course work are excluded from the established unit limit for financial aid eligibility.

The following is a list of basic skills courses that are excluded from the established unit limit for financial aid eligibility: English 10; Mathematics 10, 15; Reading 5, 10, 11.

Correct Use of English

Clear and correct use of English, both on tests and on written assignments, is expected of all students.

All students, especially those planning to transfer to a four-year institution, are urged to take a course in English composition as soon as possible.

Course Repetition

Students may repeat a course under the following conditions:

- A. The course has been identified in the Catalog as repeatable, and the student has not attempted a course more times than allowed.
- B. The course is being repeated to alleviate a D, F, FW, or NC grade (one repeat only allowed).
- C. The student is repeating a course after a lapse of three years by approved petition of the Director of Enrollment Services.
- D. The student is repeating a course after a lapse of less than three years by approved petition of the Director of Enrollment Services based on the previous grade being, at least in part, the result of extenuating circumstances. Extenuating circumstances are verified cases of accidents, illness, or other circumstances beyond the control of the student.
- E. To meet legally mandated training requirements as a condition of continued employment. No limitation on repetitions; however credit limitations may apply.
- F. Special classes for students with disabilities may be repeated beyond the stipulated number if appropriate as a reasonable accommodation for a disability.
- G. Certain activity, performance, and skills courses which are repeatable may be assigned to groups, with limitations upon the number of enrollments allowed within that group. These are identified in the Catalog either at the beginning of the discipline or within the Note area of the course description.

Current and potential financial aid students are advised that financial aid will not fund a repeat course. However, any course repeated, whether or not financial aid funds were received, will be counted in the total units attempted limit for financial aid eligibility.

Petitions for Course Repetition are available in the Evaluations Office. Petitions must be approved before enrolling in the class(es) to be repeated. The Credit/No Credit grading option is not available to students who received

a D, F, or FW grade on the first attempt. Once the course is repeated, a Grade Adjustment form should be submitted to the Records Office to update the student's records and grade point average.

Students who do not comply with the above regulations will be administratively withdrawn from the repeated class(es). The student will be notified by mail and should arrange to register for alternative classes immediately.

Annotation of Record/Course Repetition

It is important to understand that the student's permanent record (transcript) will be annotated in such a manner that all course work will remain legible ensuring a true and complete academic history. Transcripts will be annotated as follows:

1. Courses with substandard grades may be repeated only once in order to raise the grade and grade points. The units attempted, grade, and grade points of the first attempt will be subtracted from the totals for that semester and will be listed on the record with a code which denotes repetition. In no case will duplicate units be allowed.
2. For students repeating a course in which a standard grade was received, the first attempt will be the one used in the calculation of the grade point average. The second attempt (even if better) will be subtracted from the totals and will be listed on the record with a code which denotes repetition. In no case will duplicate units be allowed.
3. For students attempting a course for the third or more time in which they have received substandard grades, the first attempt will be subtracted from the totals. All subsequent attempts will count in the calculation of the grade point average. In no case will duplicate units be allowed.

Credit by Examination

In order to permit students to demonstrate that they have met the objectives of a course through experience in the work place, foreign language proficiency, or some other process outside the conventional academic setting, students may earn credit by receiving a passing grade on an examination administered by the appropriate instructional department/program. The completion of Credit by Examination may require the demonstration of other skills or the completion of assignments in addition to an examination.

Not all courses listed in the catalog may be eligible for Credit by Examination. The determination of which courses in a discipline may be taken by examination is made by that department/program. The Department Chair/Director will determine whether or not a student requesting Credit by Examination is sufficiently well prepared to warrant being given this opportunity. This determination is based upon a review of previous course work or experience.

The following rules apply to earning Credit by Examination:

- The examination must be reviewed and approved by the Department Chair/Director prior to its administration. Completed examinations must remain on file in the department/program for three years.
- A maximum of fifteen (15) units earned at Palomar College or elsewhere through Credit by Examination may be applied towards completing an Associate in Arts degree, general education transfer certification or vocational certificate program at Palomar College. (The Department of Nursing Education's Credit by Examination Policy may be obtained from the Nursing Education Department Office. A maximum of 20 units may be obtained through credit by examination.)
- The student's transcript will clearly identify all courses attempted through Credit by Examination. Courses are graded on a Credit/No Credit basis. The student must earn the equivalent of a C or better to

earn a grade of Credit.

- Credit by Examination may not be attempted for a course more than once.
- Attempting Credit by Examination for a lower-level course when a student has previously passed a more advanced course requires approval from the Department Chair/Director.
- Courses in Nursing Education may be attempted through Credit by Exam only under the rules of the Board of Registered Nursing.
- A student must be currently enrolled in at least one credit course at Palomar, excluding the attempted Credit by Exam, and may not be on probation or dismissal status.
- If no units are completed with a grade other than W, the Credit by Exam petition will not be processed. No fees will be refunded.
- The student must pay the same fees or non-resident tuition required of a regularly scheduled course to take Credit by Examination.
- The process of Credit by Exam must be completed prior to the end of the current semester or session. Failure to complete the process within that time period will result in a grade of No Credit for the course.
- Credit by Examination will only be recorded on the student's permanent record if departmental and institutional procedure has been followed.

Students wishing to attempt a course via Credit by Examination are encouraged to informally discuss the matter with the Department Chair/Director and instructor prior to initiating the formal process.

The process for receiving Credit by Examination is as follows:

- The student obtains a petition from the Admissions and Records Office and completes the required information.
- The Records Office performs the eligibility and residence clearances (3-5 business day turn-around time required).
- The student meets with the Department Chair/Director who reviews the petition, checking to ensure that the eligibility clearance has been completed and that the course is appropriate for Credit by Examination.
- If the Department Chair/Director finds the request appropriate, he/she signs the petition and assigns an instructor to administer the examination.
- The student makes arrangements with that instructor to take the examination and obtains the instructor's signature on the petition. The examination must be reviewed and approved by the Department Chair/Director prior to its administration.
- The student is directed to the Cashier's Office for payment of fees and clearance. Tuition and/or enrollment fees must be paid after department approval is granted and before the examination is administered. The BOGW Enrollment Fee Waiver will not cover this fee. In addition, the units will not be considered for federal financial aid eligibility.
- The instructor administers the examination and evaluates any other required assignments.
- The instructor records the grade on the Credit by Examination petition, attaches the completed examination materials to the petition and forwards these to the Department Chair/Director.
- The Department Chair/Director reviews and signs the petition, and forwards the petition to the Office of Instructional Services for class number assignment. The Office of Instructional Services then forwards the petition to the Records Office for posting. Completed examination materials must remain on file in the department/program for three years.

The process of Credit by Exam must be completed prior to the end of the current semester or session. Failure to complete the process within that time period will result in a grade of No Credit for the course.

Credit/No-Credit Grading

The decision to change to credit/no-credit grading must be made by the end of the fourth week of a full semester course or by the first 30% of a short-term course, after which no other evaluative grade may be given. Application forms are available online or in the Admissions Office. The student must submit the form to the Admissions Office.

A grade of CR is earned for coursework equal to a grade of "C" or better. A grade of NC is earned for coursework equal to a grade of "D" or "F". Neither CR nor NC is used in computing the grade point average; however, CR/NC units appear on the transcript of record.

A student may reverse his/her enrollment from credit/no credit status to receive an evaluative grade, provided the reversal is completed prior to the end of the fourth week of a full semester course, or prior to 30% of a short-term course.

Units attempted for which NC is recorded shall be considered in probation and dismissal procedures. Students may not repeat on a CR/NC basis a course previously taken for a letter grade. English 100, 202, and 203 may not be taken on a CR/NC basis. Students are advised that four-year institutions may limit the number of CR units acceptable for transfer.

Critical Thinking Statement

The major role of education in America is to produce an individual who can contribute to society as a well-informed member of a democracy. Competence in critical thinking empowers the college student with the ability to distinguish opinion from fact and belief from knowledge. Evaluative skills learned through elementary inductive and deductive reasoning have applications in problem solving in all aspects of everyday existence. Therefore, all examinations, assignments and activities at Palomar College should reflect academic rigor by requiring critical thinking on the part of the student.

GRADING AND TRANSCRIPTS

Student Responsibility

Each student is responsible for his/her registration of classes and for attending classes. Furthermore, each student is responsible for following the rules and regulations in this catalog. The College is not liable if the student fails to read and understand the rules.

Grading System

Grades are assigned by instructors based on class work and tests. The grades assigned are as follows:

Evaluative Grades

Symbol	Definition	Grade Point Value
A	Excellent	4
B	Good	3
C	Satisfactory	2
D	Passing, less than satisfactory	1
F	Failing	0
FW	*Failing for unofficial withdrawal	0
CR	Credit (At least satisfactory - A, B, C grades. Units passed not counted in GPA.)	
NC	No credit (Less than satisfactory - D or F grades. Units not counted in GPA.)	

*For a student who has ceased to participate in a course after the last day to officially drop or withdraw without having achieved a passing grade. The FW grade shall be used in determining academic standing.

Non-evaluative Grades**Symbol Definition**

I Incomplete: Incomplete academic work for unforeseeable, emergency and justifiable reasons at the end of the term.

The condition for the removal of the "I" is stated on the Record of Incomplete ("I") Grade form. The "I" is not used in calculating units attempted or for grade points. A final grade shall be assigned when the stipulated work has been completed and evaluated, or when the time limit for completing the work has expired.

The "I" must be made up no later than one year following the end of the term in which it was assigned.

IP In Progress: The IP is used only in those courses which extend beyond the normal end of an academic term. It indicates that work is "in progress," but that assignment of an evaluative grade must await its completion.

The IP symbol remains on the student record in order to satisfy enrollment documentation. The appropriate evaluative grade and unit credit shall be assigned and will appear in the student's record for the term in which the course is completed. If a student receives an IP in an open-entry, open-exit course and does not re-enroll in the course, or fails to complete the course in the subsequent term, an evaluative grade must be assigned.

RD Report Delayed: The RD may be assigned only by the Records Office. It is to be used when there is a delay in reporting the grade of a student due to circumstances beyond the control of either the student or the Records Office. It is a temporary notation which will be replaced by a permanent symbol as soon as possible. An RD is not used in calculating the grade point average.

W Withdrawal: The W will not be used in calculating grade point averages, but excessive W's will be used as factors in probation and dismissal procedures.

Full Semester Courses: No notation (W or any other grade) is made on the student record for withdrawals during the first four weeks of a course.

Withdrawal between the fourth and eighth weeks is at the student's discretion, and will result in a W grade recorded on the student's permanent record.

Withdrawal after the eighth week is not permitted. An evaluative (A, B, C, D, F, FW) or Incomplete (I) grade will be assigned. Students who have verifiable extenuating circumstances may petition to withdraw.

Short Term (less than 17 weeks) Courses:

No notation (W or any other grade) is made on the student record for withdrawals during the first 30% of the course.

Withdrawal between 30% and 50% of a course is at the student's discretion, and will result in a W grade recorded on the student's permanent record.

Withdrawal after 50% of a course is not permitted. An evaluative (A, B, C, D, F, FW) or Incomplete (I) grade will be assigned. Students who have extenuating circumstances may petition to withdraw.

MW Military Withdrawal: Members of an active or reserve military service who receive orders compelling a withdrawal from courses will be permitted withdrawal at any time during the semester. Upon verification of such orders, the grade symbol MW will be assigned af-

ter the "no notation" period. The MW will not be counted in progress probation or dismissal calculations and will not have any adverse effect on the student academic record or enrollment status. Upon petition, the student will also receive a refund of the entire enrollment fee.

Conditions for Petition to Withdraw

Effective with Fall 2002, only students who have received an FW grade are eligible to petition for a withdrawal. Students who have verifiable extenuating circumstances may petition for an exception to withdraw from a class after the eighth week of a full semester course, or 50% of a short-term course. The student may petition the Director of Enrollment Services for authorization to receive a withdrawal (W) in the following manner:

- A formal petition must be submitted to the Director of Enrollment Services by the student, or the student's representative.
- Proof of the extenuating circumstances being cited as reasons for withdrawal, or unsuccessful course completion, must be submitted.
- The instructor of each course in question must be consulted. In the event the instructor of record cannot be contacted, or is unavailable, the department chair will act on his/her behalf.

Palomar College defines extenuating circumstances as serious and compelling reasons which are limited to the following:

- Illness, hospitalization, or medical reasons
- Employment
- Relocation
- Illness or death of a family member or loved one
- Incarceration

Grade Changes

All grades are final in the absence of mistake, fraud, bad faith, or incompetency (Title 5, 51308). No grade that has been placed in a student's record may be changed unless the instructor submits a Grade Change Form to the Records Office stating the reason for the change as listed above.

All changes or modifications to a student's record must be requested no later than one year from the semester in question. Registration records are maintained for a three-year period only.

Grades

Final grades are recorded on the student's permanent record at the end of each academic term. Grades are available as soon as the instructor submits the roster and the Records Office posts it, usually about two weeks after the end of the class. Grades may be accessed online through Student eServices. The College web address is <http://www.palomar.edu>.

Academic Achievement**Dean's List**

A student's name may be placed on the Dean's List if the student completes in one semester at Palomar College a total of twelve (12) units with a GPA of at least 3.5 with no grade of D, F, or FW. Credit/no-credit classes are not considered as a part of the 12 units.

Phi Theta Kappa Honor Society

Phi Theta Kappa is an international honor society for two-year institutions, and the sister to the four-year institution's Phi Beta Kappa. The goal of Phi Theta Kappa is to recognize individual talents, needs, and goals.

Initial membership is awarded to those students who have completed a minimum of twelve (12) semester units at Palomar College with a grade point average of 3.5 or better. To sustain membership each student must maintain standards described in the Phi Theta Kappa Omega Rho Chapter Constitution and Bylaws, available in the Student Affairs Office, SU-201.

Students interested in becoming a member of Phi Theta Kappa should contact the Student Affairs Office, SU-201.

Probation, Dismissal, and Reinstatement

It is the intention of the Palomar Community College District to encourage matriculating students to make satisfactory academic progress toward their individual educational goals. Students taking courses for credit should do so with the intention of completing the course or courses with a passing grade. Students who do not make satisfactory progress are subject to probation or dismissal in accordance with established District procedures.

Probation

Academic Probation

A student who has attempted at least 12 semester units at Palomar College is placed on Academic Probation if the student has earned a grade point average below 2.0 in all graded units attempted at Palomar College.

Any student on academic probation whose semester grade point average equals or exceeds 2.0, but whose overall grade point average falls below 2.0, shall be continued on academic probation.

Progress Probation

A student who has attempted at least 12 semester units is placed on Progress Probation when the percentage of all units in which a student has enrolled, and for which entries of W, I, or NC are recorded, reaches or exceeds fifty (50) percent.

Any student on progress probation whose semester work indicates fewer than fifty (50) percent units of W, I, or NC, but whose overall records show fifty (50) percent or more units of W, I, or NC shall be continued on progress probation.

A student on probation may be required to meet with a counselor to set up an Educational Plan, and is expected to participate in prescribed strategies and/or support services. The student will not be allowed to participate on any Palomar College team, in student government, in the Inter-Club Council, or serve as an officer in any campus organization. Probation status will be recorded on the student's permanent record.

Removal from Probation

A student on Academic Probation shall be removed from probation when the student's overall grade point average at Palomar College has improved to 2.0 or higher.

A student on Progress Probation shall be removed from probation when the percentage of units with entries of W, I, or NC drops below fifty (50) percent.

Dismissal

Academic Dismissal

A student on Academic Probation shall be subject to dismissal if his/her overall and semester grade point average is less than 2.0 in all units attempted for three semesters.

Progress Dismissal

A student on Progress Probation shall be subject to dismissal if his/her overall and semester percentage of units with entries of W, I, or NC reaches or exceeds fifty (50) percent for three semesters.

A student on dismissal status is ineligible to participate in any Palomar College classes or student activities until the requirements for reinstatement are fulfilled. Dismissal status will be recorded on the student's permanent record.

Notification of Probation and Dismissal

The Admissions and Records Office shall make every reasonable effort to notify a student of probation or dismissal at or near the beginning of the semester in which it will take effect, but in any case, no later than the start of the next fall semester.

Upon notification of probation, the student will be required to meet with a counselor prior to the next registration period to set up an Educational Plan.

Reinstatement Following Dismissal

A student who has been dismissed may be reinstated when the student (a) does not attend for one semester, and (b) meets with a Palomar College counselor to determine whether the reasons that led to dismissal have been corrected sufficiently to enable improved performance.

Students who believe their dismissal status should be put aside must immediately petition the Academic Review Committee. Meet with a counselor to initiate the petition process.

Financial Aid Disqualification/Ineligibility

Current financial aid students will be disqualified from receiving financial aid if they fail to meet the Financial Aid Satisfactory Academic Progress Policy established by the Financial Aid & Scholarships Office in compliance with federal regulations. In addition, financial aid students will be disqualified automatically from receiving further financial aid when placed on Academic or Progress Probation by the College.

Potential financial aid students who are placed on Academic or Progress Probation by the College will be automatically ineligible for financial aid.

Students are advised that they may submit a Petition for Financial Aid to the Financial Aid & Scholarships Office. More detailed information on the Financial Aid Satisfactory Academic Progress Policy is also available.

Veteran Disqualification

For a veteran student, if the cause for probation has not been removed at the end of two consecutive semesters on academic or lack-of-progress probation, the Veterans' Services Office is required to notify the Department of Veterans Affairs (DVA). Please check with the Veterans' Services Office for details.

Official Transcript and Verifications of Enrollment

In the interest of the student who desires to continue studies elsewhere, upon request the College issues an official transcript. The transcript is a duly certified record of all work completed or undertaken by the student at Palomar College, which is forwarded directly to another institution designated by the student.

The first two transcripts and/or verifications of past semester enrollment ever issued to/for the student are furnished free of charge upon request. Additional transcripts and/or verifications may be obtained for a fee of three dollars (\$3.00) each, payable in advance to Palomar College. Rush service for transcripts and/or verifications of enrollment is available for an additional fee of \$5.00 each. Rush requests are processed within two (2) business days of receipt of written request for both pick-up and mail service. If requesting rush transcripts and/or verifications by mail, please write "Rush" on the outside of the envelope.

High school and college transcripts which are submitted by other institutions to the Records Office become the property of Palomar College and are not forwarded to other institutions.

Transcripts are sent only upon the written request of the student. Five to seven (5-7) business days are generally required for normal processing of transcripts. We cannot insure delivery of transcripts to the recipient. You

will be charged for each transcript processed according to our records.

Transfer Credits from Other Sources

Credit from Other Colleges

It is the policy of Palomar College to grant credit for most courses taken at regionally accredited (Associations of Colleges and Schools) institutions of higher learning. Credit earned at a time when an institution was a candidate for accreditation may be accepted. Official transcripts must be on file with the Records Office. Hand-carried official copies of transcripts are accepted provided they are received in sealed envelopes.

Transfer credits from institutions using the quarter system shall be evaluated as follows: each unit of work at a quarter system is equivalent to two-thirds of a semester unit (i.e. 3 quarter units equals 2 semester units).

Non-Traditional Credit

Non-traditional credit may be used to satisfy general education requirements, elective requirements, or major course requirements. A maximum combined total of 48 non-traditional units will be granted. Palomar College will not grant non-traditional credit for non-degree applicable course work.

Advanced Placement Examinations (AP)

Palomar College grants Advanced Placement (AP) credit toward its Associate in Arts degree, and CSU and IGETC certification patterns to high school students who attain scores of 3, 4, or 5 on the Advanced Placement Examinations of the College Entrance Examination Board.

Students may earn 3 to 10 semester units of credit for each exam satisfactorily passed. See a counselor for specific information regarding the awarding of credit. Students intending to transfer to a four-year institution should consult a counselor or the individual university regarding its AP credit policy.

To receive credit, students must submit an official AP transcript to the Records Office. For information on obtaining a transcript, contact the College Board. Information is available on the web at <http://www.collegeboard.com>.

AP Exam	Score	Palomar Equivalent	CSUGE Area	IGETC Area*
Art History	3, 4, 5	ART 165, 166	C1	3A
Biology	3, 4, 5	BIOL 100	B2, B3	5 (BS)
Chemistry	3, 4, 5	CHEM 110/110L	B1, B3	5 (PS)
Computer Sci A	3, 4, 5	CSIS 220	N/A	N/A
Computer Sci AB	3, 4, 5	CSIS 221	N/A	N/A
Economics, Macro	3, 4, 5	ECON 101	D2	4B
Economics, Micro	3, 4, 5	ECON 102	D2	4B
English Lang/Comp	3, 4, 5	ENG 100	A2	1A
English Lit/Comp	3, 4, 5	ENG 100, 205	A2, C2	1A or 3B
French Language	3, 4, 5	FREN 201	C2	3B
French Literature@	5	FREN 210	C2	3B
Geography, Human	3, 4, 5	GEOG 105	D5	4E
German Language	3, 4, 5	GERM 201	C2	3B
Government, Comp	3, 4, 5	POSC 110	D8	4H
Government, U.S.	3, 4, 5	NE, Area D	D8	N/A
History, European	3, 4, 5	HIST 105, 106	D6	3B
History, U.S.	3, 4, 5	HIST 101, 102#	D6	4F
History, World	3, 4, 5	HIST 107, 108	D6	4F

Latin Literature	3, 4, 5	NE, Area C	C2	N/A
Latin: Vergil	3, 4, 5	NE, Area C	C2	N/A
Math, Calculus AB	3, 4, 5	MATH 140	B4	2
Math, Calculus BC	3, 4, 5	MATH 140, 141	B4	2
Music Theory	3, 4, 5	MUS 105	C1	N/A
Physics B	3, 4, 5	PHYS 110	B1, B3	5 (PS)
Physics C (Mech)	3, 4, 5	PHYS 120	B1, B3	5 (PS)
Physics C (Elec/Mag)	3, 4, 5	PHYS 121	B1, B3	5 (PS)
Psychology	3, 4, 5	PSYC 100	D9	4I
Spanish Language	3, 4, 5	SPAN 201	C2	3B
Spanish Literature@	5	SPAN 210	C2	3B
Statistics	3, 4, 5	MATH 120	B4	2

NE No Equivalent

* A maximum of one course may be used for each AP exam on the IGETC

@ CSU awards 6 units of credit in Area C2 for a score of 3, 4, or 5; IGETC awards 5 units of credit in Area 3B for a score of 3, 4, or 5

Must also satisfactorily complete POSC 120 in order to fulfill the American History and Institutions Requirement

Please see a counselor for specific information regarding AP exam placement and credit awarded.

College Level Examination Program (CLEP)

Palomar College grants credit for successful completion of certain College Level Examination Program (CLEP) examinations to students who attain satisfactory scores. Credit is applied only toward the Associate in Arts degree.

Students may earn from 3 to 10 semester units of credit for each exam satisfactorily passed. See a counselor for specific information regarding the awarding of credit. Students intending to transfer to a four-year institution should consult a counselor or the individual university regarding its CLEP credit policy.

To receive credit, students must submit an official CLEP transcript to the Records Office. For information on obtaining a transcript, contact the College Board. Information is available at <http://www.collegeboard.com>.

CLEP Exam	Score	Palomar AA Credit
Accounting, Principles of +	50	Elective
Algebra, College	50	Math Comp, Area A-2
Algebra-Trigonometry, College	50	Math Comp, Area A-2
American Government @	50	Area D
American Literature	50	Area C
Analyzing/Interpreting Literature	50	Area C
Biology (without lab)	50	Area B
Business Law, Introductory +	50	Elective
Calculus	50	Math Comp, Area A-2
Chemistry (without lab)	50	Area B
Educational Psychology, Intro to +	50	Area D
English Composition, w/Essay	50	Area A-I
English Literature	50	Area C
French Lang, Level I	50	Area C
French Lang, Level II	62*	Area C

German Lang, Level I	50	Area C
German Lang, Level II	63	Area C
Human Growth/Development	50	Area D
Humanities	50	Area C
Info Systems/Computer Appl	50	Area A-2 or Area E
Macroeconomics, Principles of	50	Area D
Management, Principles of +	50	Elective
Marketing, Principles of +	50	Elective
Mathematics, College	50	Math Comp, Area A-2
Microeconomics, Principles of	50	Area D
Natural Science	50	Area B
Precalculus	50	Area A-2
Psychology, Introductory	50	Area D
Social Sciences/History	50	Area D
Sociology, Introductory	50	Area D
Spanish Lang, Level I	50	Area C
Spanish Lang, Level II	66*	Area C
Trigonometry	50	Math Comp, Area A-2
U.S. History I #	50	Area D
U.S. History II +	50	Area D
Western Civilization I	50	Area C
Western Civilization II	50	Area C

* The recommended credit-granting score for French and Spanish Language Level II changed in February 2003. Students should refer to the transcript for the recommended credit-granting score.

@ Combined with HIST 101 and POSC 120 will meet the AH&I requirement (grades of 'C' or better)

Combined with HIST 102 or POSC 102 will meet the AH&I requirement

^ Combined with POSC 102 will meet the AH&I requirement

+ Elective credit articulated with Palomar course work may be used for Palomar majors

Please see a counselor for specific information regarding CLEP test placement and credit awarded.

Defense Activity for Non-Traditional Education Support (DANTES)

Palomar College may award credit for successful completion of certain DANTES Subject Standardized Tests (DSST) to students who attain satisfactory scores. Credit is applied only toward the Associate in Arts degree.

The College is guided by the credit recommendations of the American Council on Education (ACE). To receive credit, students must submit an official DANTES transcript to the Records Office. For information on obtaining a transcript, contact The Chauncey Group International. Information may be found at <http://www.dantes.doded.mil> under Examination Programs.

DSST Exam	Score	Palomar AA Credit
Algebra, Fundamental College	47	Math Comp, Area A-2
Anthropology, General	47	Area D

Art of the Western World	48	Area C
Astronomy	48	Area B
Business, Intro to	46	Area E
Business Mathematics	48	Area A-2
Computing, Intro to	45	Elective
Counseling, Fundamentals of	45	Elective
Criminal Justice	49	Area D
Education, Foundations of	46	Elective
Environment and Humanity:		
The Race to Save the Planet	46	Area B
Ethics in America	46	Area C
Financial Accounting, Principles of	47	Elective
Geography, Human/Cultural	48	Area D
Geology, Physical	46	Area B
Health, Here's to Your	48	Area E
Human Resource Management	46	Elective
Law Enforcement, Intro to	45	Area D
Lifespan Developmental Psyc	46	Area D
Modern Middle East, Intro to	47	Area D
Organizational Behavior	48	Elective
Personal Finance	46	Area E
Physical Science I, Principles of	47	Area B
Public Speaking, Principles of	47	Area A-2
Statistics, Principles of	48	Math Comp, Area A-2
Supervision, Principles of	46	Elective
Vietnam War, A History of the	44	Area D
Western Europe Since 1945	45	Area D
World Religions, Intro to	48	Area C
Writing, Technical	46	Elective

Please see a counselor for specific information regarding DANTES/DSST exam placement and credit awarded.

International Baccalaureate Examinations (IB)

Palomar College may award International Baccalaureate Examination (IB) credit toward the Associate in Arts degree to high school students who attain a minimum score of 4 for some higher level exams. However, individual departments have the right to set scoring standards higher than the minimum and to determine course equivalency. Students intending to transfer to a four-year institution should consult a counselor or the individual university regarding its IB credit policy.

To receive credit, students must submit an official IB transcript to the Records Office.

IB Exam	Score	Palomar AA Credit
(Higher Level Exams only)		
Biology	5 – 7	Area B
Chemistry	4 – 7	Area B
Economics	4 – 7	Area D
English A I	5 – 7	Area A- I
French	5 – 7	Area C
German	5 – 7	Area C

History/Culture of the World	4 – 7	Area D
Latin	5 – 7	Area C
Spanish	5 – 7	Area C

Please see a counselor for specific information regarding IB exam placement and credit awarded.

Military Service Schools

Palomar College may award credit for schools and training completed while in the military. Upon completion of 6 units at Palomar College, students may submit a "Request for Evaluation of Military Service Schools" form to the Evaluations Office in SSC-40. Credit awarded is applied only toward the Associate in Arts degree, usually as elective units. Completion of Basic Training (with a minimum of 181 days of continuous active duty) will meet the Health and Physical Education requirement for the AA degree.

Students may earn up to 48 semester units for military schooling and training. Credit is awarded for work satisfactorily completed at the lower-division baccalaureate and associate degree levels only. Students intending to transfer to a four-year institution should consult with the individual university regarding its military credit policy.

To receive credit, students must submit an official transcript to the Records Office. These may include the following: Sailor/Marine American Council on Education Registry Transcript (SMART); Army and American Council on Education Registry Transcript Service (AARTS); Community College of the Air Force (CCAF) transcript; official transcripts from DANTES/USAFI; or verified copies of DD214 or DD295 military records.

Tech Prep

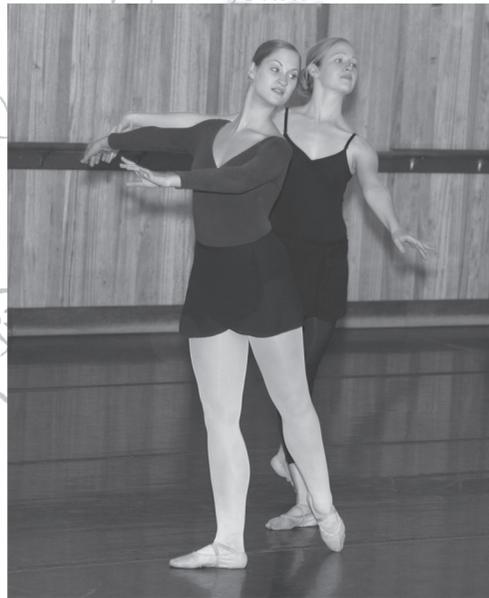
The Tech Prep program awards college credit to high school students who earn an A or B in career-related, "articulated" high school courses. An articulated course is one in which the high school teacher and Palomar College faculty have formally agreed that the high school's course outline, syllabus, textbook, and final exam are comparable to those in a course of the same major at Palomar College.

A Tech Prep student may earn a certificate or associate degree. Tech Prep programs also prepare students for further education leading to baccalaureate and advanced degrees, as well as for direct entry into the workplace as technically skilled employees.

For more information about Tech Prep and 2 + 2 high school course articulation programs contact the Palomar College Tech Prep Coordinator at (760) 744-1150, extension 3047, or in the Career and Technical Education Office in room AA-134.

Building Your Future *Transfer, Degree & Certificate Requirements*

6



Section 6 – Graduation and Transfer Information

Palomar College provides occupational as well as general education for the student who plans to complete formal education at the community college level. In addition, the College provides the lower division requirements in general education and in preprofessional majors for those students who plan to transfer to upper division colleges and universities.

To assist the student in educational planning, this section of the catalog describes the graduation requirements for the Associate in Arts degree, the requirements for certificate programs, and information on transfer requirements.

Associate in Arts (AA) Degree Requirements

I. Minimum Units

The Associate in Arts degree requires completion of a minimum of sixty (60) degree-applicable semester units. Courses numbered 1-49 do not count in the sixty (60) units toward the degree. (See the Course Numbering System and Transfer Identification listing.)

II. Grade Point Average (GPA)

Maintain a cumulative grade point average of 2.0 ('C' average) or higher for all degree-applicable course work attempted. Some specific programs may require a higher grade point average. Refer to the individual Programs of Study for further information. In calculating a student's degree applicable grade point average, grades earned in non-degree applicable courses, numbered 1 – 49, will not be included.

III. Residency

Complete a minimum of twelve (12) semester units in residence as an officially enrolled student at Palomar College.

IV. Major

There are three Associate in Arts degree options, General Studies, Specified Palomar Major, and Liberal Arts and Sciences. The District and General Education Requirements listed below apply to all three options.

Option 1 – General Studies

Study in general education providing maximum flexibility in program design leading to an Associate in Arts Degree. Students planning to transfer to a four-year institution are cautioned that this curriculum may not provide for completion of the lower division requirements for transfer to a four-year institution.

Requirements

1. Complete the AA Degree District Requirements.
2. Complete the AA Degree General Education Requirements.
3. Complete one General Studies Emphasis selected from Arts and Humanities, Science and Mathematics, or Social and Behavioral Sciences. See page 172 for a complete listing of Emphasis courses.
4. Complete electives, if needed, to obtain a minimum of 60 degree-applicable units.

Option 2 – Specified Palomar Major

Provides study in general education and an AA degree major designed as preparation for the workplace. Students planning to transfer to a four-year institution may need to meet additional requirements.

Requirements

1. Complete the AA Degree District Requirements.

2. Complete the AA Degree General Education Requirements.
3. Complete the Major Requirements as outlined in the program offerings.
4. Complete electives, if needed, to obtain a minimum of 60 degree-applicable units.

Option 3 – Liberal Arts and Sciences

Study in general education providing maximum flexibility in program design leading to the Associate in Arts Degree, while preparing for transfer to a four-year college or university. Students planning to transfer to a four-year institution will need additional requirements as preparation for a major.

Requirements

1. Complete the AA Degree District Requirements.
2. Complete one General Education transfer pattern as listed below:
 - a) Intersegmental General Education Transfer Curriculum (IGETC) for transfer to the University of California or California State University system
 - b) California State University General Education (CSUGE) Certification pattern
 - c) UCSD Transfer Admission Guarantee (TAG) contract
3. Complete electives, if needed, to obtain a minimum of 60 degree-applicable units.

Contact the Counseling Center (760) 744-1150, ext. 2180, for further information about any of the three AA degree options. Official transcripts from all institutions previously or concurrently attended must be on file with the Records Office.

V. District Requirements

1. Competence in Reading and Written Expression

Complete English 100 with a grade of 'C' or better.

2. Competence in Mathematics

Competence may be demonstrated by course completion or examination.

Course Completion:

Complete Mathematics 56 or 60 with a grade of 'C' or better.

Examination (acceptable tests and scores listed below):

Palomar College Assessment Tests:

ASSET: Minimum score of 24 on the intermediate algebra section

ASSET: Minimum score of 15 on the college algebra section

COMPASS: Minimum score of 57 on the college algebra section

CPT: Minimum score of 86 on the college-level mathematics section

National Tests:

ACT: Minimum score of 19 on the mathematics section

AP: Minimum score of 3 on the Calculus AB or BC exam

CLEP: Minimum score of 50 on an approved CLEP mathematics examination. See a counselor for a list of approved examinations.

SAT I: Minimum score of 550 on the mathematics section

3. Competence in American History and Institutions/California Government

Competence may be demonstrated by course completion or examination.

Course Completion:

Complete one of the following pairs of courses with grades of 'C' or better.

Africana Studies 101 and 102

American Indian Studies 101 and 102
 Chicano Studies 101 and 102
 History 101 and 102
 History 140 and 141
 Political Science 101 and 102

Examination (acceptable tests and scores listed below):

Palomar College departmental exam:

Successfully pass the competency test administered by the Economics, History, and Political Science Department.

National Exams (also requires completion of Political Science 120 or 102 with a grade of 'C' or better):

AP: Minimum score of 3 on the American History exam.

CLEP: Successfully pass the History of the U.S. I and II exams. Palomar College accepts the ACE (American Council on Education) recommended score for passing. See a counselor for further clarification.

SAT II: Minimum score of 550 on the United States History exam.

Students who have completed the American Institutions requirement except for the California government portion must complete one of the following courses:

Political Science 120 (1 unit)
 Political Science 102 (3 units)

4. Competence in Health and Physical Education

Competence may be demonstrated by course completion, examination, or military service.

Course Completion:

Complete Health 100 and Health 100L with grades of 'C' or better,
 or

Complete equivalent lecture and laboratory course work with grades of 'C' or better. See approved courses below.

Approved lecture courses (minimum of 9 units):

Health/Family & Consumer Sciences 165, or
 Biology/Family & Consumer Sciences 185, and
 Psychology 100 and

Biology 100 or 101 or 105 or 106, or Zoology 145 or 200 or 203

Approved laboratory courses (minimum of 1 unit):

Physical Education 125, 127, 128, 129, 130, 135, 136, 150, 151, or
 Any Athletics and Competitive Sports (ACS) course.

Examination (acceptable tests and scores listed below):

Lecture:

Achieve a minimum score of 70% on the Palomar College written test covering principles of nutrition, first aid, cardio-vascular fitness, flexibility, anatomy and physiology, substance abuse, sexually transmitted diseases, and other health-related topics as listed in the Course Outline of Record. This test may be taken only one time in a 3-year period. Contact the PE Department for the testing schedule.

Laboratory:

Participate in a 12-minute run, 20-minute swim, or 30-minute stationary bike test. Students with physical limitations may be required to obtain a physician's approval to take the test.

Jogging (12 minutes)

Age	Men	Women
Under 30	6 ^{1/2} laps	5 ^{1/2} laps
30 – 39	5 ^{3/4} laps	4 ^{3/4} laps
40 – 49	4 ^{1/4} laps	3 laps
50 and over	3 ^{3/4} laps	2 ^{3/4} laps

Swimming (20 minutes)

Age	Men and Women
Under 40	1/2 mile
40 and over	1/2 mile (no time limit)

Stationary Bike Test (30 minutes)

Warm-up 5 minutes at 100 watts*, test 20 minutes at required watt output, cool down 5 minutes at 100 watts.

Age	Men	Women
Under 40	175 watts	150 watts
40 and over	150 watts	125 watts

*Watt = energy output by cadence of pedaling
 (faster pedaling = increased watts)

Military Service:

United States military personnel and veterans may be awarded four units of credit with proof of 181 days of continuous active duty. Submit copy of forms DD214 or DD295 to the Records Office.

5. Multicultural Requirement

The overall goal of the Palomar College multicultural course requirement is to promote intercultural understanding and communication in local, national, and global contexts. Students may satisfy this requirement by completing a minimum of 3 units from the approved courses listed below. These courses may or may not satisfy another institution's multicultural requirement.

Students must be sure that the course is on the approved list during the academic year in which it is taken. The following courses will meet the requirement effective fall 1997, or with the semester noted in brackets. Courses taken prior to fall 1997 may not be used to meet this requirement.

Course equivalencies from other institutions may be accepted if the course meets the spirit of the Palomar Multicultural Course Requirement, i.e., it is focused on a study of culture and includes an emphasis on one or more of the four American subcultures listed in Palomar's requirement: African American, Latino/Latina, Asian or Pacific Islander, and Native American.

Administration of Justice 103

Africana Studies 120 [F98]

American Indian Studies 100, 101, 105 [F99], 110 [F98], 115, 120, 125, 140 (cross listed as ANTH 140), 145, 150, 165 [F99]

American Studies 100, 200 (cross listed as MCS 200 and SOC 200)

Anthropology 105, 140 (cross listed as AIS 140)

Chicano Studies 105 [F98]

Communications 105 [F98]

Counseling 110 [F01]; 120 [F01]

Dance 101 [F98], 102 [F06], 105 [F99]

Drafting Technology 121

Economics 115

English 280 [F02]

Family and Consumer Sciences 150 [F98]

Fashion 132 [F98]

History 121 [F99], 130, 140 [F03], 141 [F03], 150 [F06 (Pending)],

151 [F06 (Pending)]
 International Business 110 [F05]
 Legal Studies 240 [F99]
 Multicultural Studies 100 [F98], 165 [F98], 200 (cross listed as AMS 200 and SOC 200)
 Music 171 [F98]
 Nursing 103 plus Nursing 217 [F01]
 Nursing 110 plus Nursing 217 [F01]
 Paralegal Studies 240 [F99]
 Religious Studies 110
 Sociology 115 [F04], 200 (cross listed as AMS 200 and MCS 200)
 Speech 131

VI. General Education Requirements

Because changes may occur in the GE requirements for the AA degree, please check with the Counseling Office for an updated list of acceptable courses. No course may be used to satisfy more than one general education requirement.

A. LANGUAGE AND RATIONALITY

(Complete a minimum of 3 units each from sections 1 and 2)

1. English Composition

English 100

2. Analytical Thinking and Oral Communication

Business 110
 Computer Science and Information Systems 105
 English 202, 203
 Journalism 101
 Mathematics 56, 60, 100, 105, 110, 115, 120, 130, 135, 140, 200
 Philosophy 102, 115, 120
 Psychology 205
 Reading 120
 Sociology 205
 Speech 100, 105

B. NATURAL SCIENCES

(Complete 3 units from courses listed below)

Anthropology 100, 101
 Astronomy 100, 120
 Biology 100, 101, 102, 105, 106, 110, 114, 118, 130, 131, 185, 200, 201
 Botany 100, 101, 110, 115
 Chemistry 100, 102, 110, 115, 210
 Earth Sciences 100
 Engineering 210
 Family and Consumer Sciences 185
 Geography 100, 110, 115, 125
 Geology 100, 110, 120, 125, 150
 Microbiology 200
 Oceanography 100, 101, 115
 Physical Science 100, 101
 Physics 101, 102, 120, 200, 201, 230
 Psychology 210
 Zoology 100, 101, 115, 116, 120, 145, 200, 203, 205

C. HUMANITIES

(Complete 3 units from courses listed below)

Africana Studies 100, 115, 116
 American Indian Studies 100, 105, 135, 141, 142, 143, 144, 145, 150, 151, 152, 153, 154
 American Sign Language 100, 101, 110, 205, 206
 American Studies 100
 Anthropology 135, 155
 Arabic 101A, 101B, 102A, 102B, 201A, 201B
 Art 100, 102, 104, 105, 165, 166, 167, 168
 Chicano Studies 100, 105, 110, 115, 155
 Chinese 101, 101A, 101B, 102, 102A, 102B, 130, 201, 201A, 201B
 Cinema 100, 102, 103, 110, 120
 Dance 100, 101, 102, 105
 Drafting Technology 120
 English as a Second Language 101, 102, 103
 English 205, 210, 211, 215, 220, 221, 225, 226, 230, 240, 245, 250, 255, 260, 265, 270, 280, 290
 Fashion 130, 132
 French 101, 101A, 101B, 102, 102A, 102B, 140, 201, 202
 German 101, 101A, 101B, 102, 102A, 102B, 201, 202
 Graphic Communications 101
 History 105, 106
 Humanities 100, 101, 150
 Interior Design 115
 Italian 101, 102, 201, 201A, 201B
 Japanese 101, 101A, 101B, 102, 201, 202
 Judaic Studies 100
 Multicultural Studies 122
 Music 100, 101, 102, 103, 166, 167, 170, 171
 Philosophy 100, 101, 105, 110, 255
 Photography 100, 125
 Radio and Television 100
 Religious Studies 101, 105, 110, 120
 Spanish 101, 101A, 101B, 102, 102A, 102B, 201, 201A, 201B, 202
 Speech 125
 Tagalog 101, 102, 201
 Theatre Arts 100, 125, 140, 141

D. SOCIAL AND BEHAVIORAL SCIENCES

(Complete 3 units from courses listed below)

Administration of Justice 100
 Africana Studies 101, 102, 110, 120, 125, 126
 American Indian Studies 101, 102, 120, 125, 130, 140, 165
 American Studies 110, 200
 Anthropology 105, 110, 115, 125, 126, 130, 140, 145, 150
 Chicano Studies 101, 102, 120, 125
 Child Development 100, 110, 115
 Communications 100, 105
 Economics 100, 101, 102, 110, 115
 English 150
 Family and Consumer Sciences 101
 Geography 103, 105
 History 101, 102, 107, 108, 110, 114, 130, 140, 141, 150, 151, 152
 Judaic Studies 105
 Legal Studies 121, 240
 Multicultural Studies 100, 110, 165, 200

Paralegal Studies 121, 240
 Political Science 100, 101, 102, 110
 Psychology 100, 105, 110, 120, 130
 Sociology 100, 105, 110, 115, 120, 200
 Speech 120, 131

E. INTEGRATED SELF AND LIFE-LONG LEARNING (Complete 3 units from courses listed below)

Business 100, 136
 Child Development 100
 Computer Science and Information Systems 105
 Counseling 100, 110, 115, 120
 Electronics and Computer Hardware Technology 160
 Family and Consumer Sciences 105, 136, 150, 165
 Health 100, 165
 Library Technology 120, 154
 Psychology 105, 115, 125, 145
 Reading 110
 Sociology 105, 125, 145
 Speech 115

Additional Degree Information

Catalog Rights and Continuous Enrollment Criteria

The catalog used to determine eligibility for graduation will be the catalog in use at the time the student began continuous enrollment at Palomar College. A student may also elect to graduate under the catalog in use during the semester of application for graduation.

Continuous enrollment is defined as attendance in one semester or two quarters (excluding summer) within a calendar year in the CSU, UC, or California Community Colleges system. For example, a student attending Palomar College during the spring semester of a given year, not attending Palomar College, UC, or CSU during the following summer, but returning to Palomar the following fall semester, would be in continuous enrollment. If a student does not maintain continuous enrollment, the evaluation will be based on the requirements in effect at the time of return to Palomar College.

Notice of Intent to Graduate

When all District and General Education Requirements are completed or in progress, students should submit an Application for Graduation to the Evaluations Office in the Student Services Center, room SSC-40. Applications are available in the Counseling or Transfer Centers, the Evaluations Office, or online. Deadlines are strictly adhered to; applications must be submitted no later than the dates listed below.

Spring graduation – February 28th
 Summer graduation – June 30th
 Fall graduation – September 30th

Second Associate in Arts Degree

1. A student who has received an AA degree, and maintained continuous enrollment, may pursue subsequent AA degrees by fulfilling the major requirements.
2. A student who has received an AA degree, but did not maintain continuous enrollment, may pursue a new program under the catalog of readmission.
3. A student who has received an AA degree, but did not maintain continuous enrollment, may pursue subsequent AA degrees by fulfilling

the major, GE, and District requirements under the catalog of readmission.

4. A student with an AA degree from another college must pursue subsequent AA degrees at Palomar by fulfilling the major, GE, and district requirements under the catalog of readmission.
5. Subsequent diplomas and certificates are conferred in May.

Certificate of Achievement (CA) Requirements

Official transcripts from all previous institutions attended must be on file with the Records Office. Students will be eligible to receive a Certificate of Achievement if they complete the specific course requirements as listed under the majors in the next section of the catalog. In addition to the course requirements, students should be aware of the following guidelines.

1. Fifty percent (50%) of a certificate program must be taken in residence at Palomar College. The remaining courses may be completed at other accredited institutions. Substitutions or waivers must be approved by the appropriate Department Chair/Director.
2. A grade of 'C' or higher must be achieved in all certificate courses except where other grade requirements are specified by law. A Department Chair/Director may waive one (1) 'D' grade with written justification.
3. Equivalent courses from other institutions may be determined by the Evaluations Office with the exception of Water/Wastewater Technology Education. Certificate credits or courses may be substituted or further equivalencies determined with written justification and approval of the Department Chair/Director.
4. Continuous enrollment is defined as attendance in one semester or two quarters (excluding summer) within a calendar year in the CSU, UC, or California Community Colleges system. If a student does not maintain continuous enrollment, the evaluation will be based on the requirements in effect at the time of return to Palomar College.
5. It is the responsibility of the student to ensure satisfactory completion of the certificate requirements. When all requirements are completed or in-progress, students should submit an Application for Graduation to the Evaluations Office in the Student Services Center, room SSC-40. Applications are available in the Counseling or Transfer Centers, the Evaluations Office, or online. Deadlines are strictly adhered to; applications must be submitted no later than the dates listed below:

Spring graduation – February 28th
 Summer graduation – June 30th
 Fall graduation – September 30th

Conferring of Degrees and Certificates of Achievement

Associate in Arts degrees and Certificates of Achievement will be conferred formally at the Commencement Ceremony held in May at the end of each spring semester. However, students will receive their degree or certificate following the close of the semester in which they apply for graduation.

Certificate of Proficiency (CP) Requirements

Certificates of Proficiency are designed to certify basic workplace competencies and job readiness for students who are entering the workforce. In addition to course and certificate requirements, students should be aware of the following:

1. All courses required for each certificate must be taken in residence at Palomar College.
2. A grade of 'C' or higher must be achieved in all certificate courses except where other grade requirements are specified by law.
3. It is the responsibility of the student to ensure satisfactory completion of the certificate requirements. When all requirements are completed or in-progress, students should submit an application for the certificate to the Evaluations Office. Applications are available in the Counseling Center, Transfer Center, Evaluations Office, or online.
4. Applications must be submitted no later than:
Spring deadline – February 28th
Summer deadline – June 30th
Fall deadline – September 30th
5. Certificates of Proficiency are not awarded at the Palomar College Commencement Ceremony. Certificates will be mailed to students following the close of the semester in which they apply.

Transfer Planning

Students planning to transfer to a four-year university have a wide variety of options. The California State University (CSU) with 23 campuses, the University of California (UC) with 9 campuses, and 77 private, independent colleges in California provide a wide range of academic programs, physical and academic environments, and social climates. Palomar College offers the equivalent of the first two years of these four-year college and university degrees. Students wishing to pursue any of these educational alternatives should meet with a counselor as early as possible to discuss their educational plan.

Successful transfer planning requires the following steps:

- Selecting an academic/career goal
- Selecting an appropriate major to meet your goal
- Selecting the most suitable college or university
- Developing and completing a course of study in preparation for transfer
- Completing the application process

Students are encouraged to take advantage of the resources and assistance available in the Transfer Center to successfully complete the steps listed above.

All colleges and universities have specific admission requirements, and may have course and unit requirements as well as minimum grade point averages that must be met prior to transfer. Four-year colleges and universities require students to complete specific general education requirements and major preparation requirements. Students should complete as many of these requirements as possible before they transfer. The Transfer and Counseling Centers maintain articulation agreements with many colleges and universities which list courses that satisfy general education requirements and lower division major preparation for transfer.

The California State University (CSU) System

The California System of State Universities and Colleges provides upper-division educational programs for California Community College transfer students.

Palomar College students wishing to transfer to a California State University may choose from the following campuses:

Bakersfield (Q)	California Maritime Academy (S)
Cal Poly, Pomona (Q)	Cal Poly, San Luis Obispo (Q)

Channel Islands (S)	Chico (S)
Dominguez Hills (Q)	Fresno (S)
Fullerton (S)	East Bay (Q)
Humboldt (S)	Long Beach (S)
Los Angeles (Q)	Monterey Bay (S)
Northridge (S)	Sacramento (S)
San Bernardino (Q)	San Diego (S)
San Francisco (S)	San Jose (S)
San Marcos (S)	Sonoma (S)
Stanislaus (4-1-4)	

S = Semester system; Q = Quarter system

Students planning to transfer to a California university should plan a program to meet the admissions and graduation requirements of the specific institution that they plan to attend. Transfer admission eligibility is based on transferable college units and/or high school record(s) and test scores. Each institution has its own requirements for admission and for junior standing. To prepare for transfer, students must decide which campus they will attend through research in the Transfer Center, SSC Building, and consult a counselor for the specific requirements for that particular campus and to create a written educational plan.

Upper Division Transfer Admission Requirements

You are eligible for admission if you:

1. Have a college grade point average of 2.0 or better (2.4 for non-California residents) in all transferable college units completed.
2. Are in good standing at the last college or university attended, i.e., you are eligible to re-enroll.
3. Have completed or will complete prior to transfer at least 30 semester units (45 quarter units) of courses which include English Composition, Oral Communication, Critical Thinking, and Mathematics, with grades of 'C' or better in each course.
4. Have a total of 60 CSU transferable units.

Please be advised that these are **minimum entrance requirements**, and that they do not guarantee admission to any of the 23 CSU campuses. Many CSU campuses are currently requiring completion of all general education courses, as well as completion of all lower division major preparatory course work offered at the community college you are attending. GPA requirements will vary with the applicant pool. **Prospective transfer students are urged to make an appointment with a counselor to begin their transfer planning early.**

Application Filing Periods

All California State Universities use a common admission process. Some campuses require supplemental application materials. Students must apply online at www.csumentor.edu. Most campuses will acknowledge receiving your application within two to four weeks.

Fall Semester or Quarter	2007	October 1, 2006
Summer Semester or Quarter	2007	February 1, 2007
Winter Quarter	2008	June 1, 2007
Spring Semester or Quarter	2008	August 1, 2007

General Education/Breadth Options

All campuses of the CSU system require a minimum of 48 semester units of

general education. Thirty-nine of these units may be taken at community colleges. Students may fulfill the lower division general education requirements prior to transfer by completing one of the following three options:

1. The California State University General Education Certification pattern which will fulfill the lower division general education/breadth requirements for all CSU campuses.
2. The Intersegmental General Education Transfer Curriculum which will fulfill the lower division general education/ breadth requirements for all CSU and most UC campuses.
3. The specific lower division general education/breadth requirements of the campus to which they intend to transfer.

The California State University General Education Certification pattern is listed below, and the Intersegmental General Education Transfer Curriculum pattern is listed on page 54. Students should consult a Palomar College counselor to determine which option is best suited for their educational objective.

General Education Certification

Certification is a legal agreement between CSU and community colleges in California to assure that CSU lower division general education requirements have been satisfied.

Upon student request the Evaluations Office at Palomar College will provide certification of appropriate general education course work. Official transcripts from other colleges and universities must be on file before submitting the application, and will be reviewed for inclusion in the certification process.

California State University General Education (CSUGE) Requirements

The following is a General Education pattern which will meet all lower-division General Education requirements at any CSU campus.

Minimum Units

A minimum of 39 semester units is required for full certification of lower-division general education requirements.

Grade Point Average

A minimum of 2.00 ('C' average) is required.

Foreign, Military, CLEP Information

Palomar College will not include foreign course work, military training, or CLEP tests on the GE certification. Due to the varying policies in the acceptance of foreign transcripts, military schooling, and CLEP scores, the determination regarding their use is left to the transfer institution.

Application for Certification

Upon enrollment in final requirements, students should submit an Application for Transfer GE Certification to the Evaluations Office in the Student Services Center, room SSC-40. To be eligible for certification, 12 of the required 39 semester units must be completed at Palomar College.

AREA A: COMMUNICATION IN THE ENGLISH LANGUAGE AND CRITICAL THINKING

9 units – one course required from each group below. Minimum grade of 'C' required.

1. **Oral Communication**
Speech 100
2. **Written Communication**
English 100*
3. **Critical Thinking**
English 202, 203
Philosophy 102, 115, 120
Reading 120
Speech 105

AREA B: PHYSICAL UNIVERSE AND ITS LIFE FORMS

9 units – one course required from each group below. A lab course must be taken in either group 1 or 2.

1. **Physical Science**
Astronomy 100, 105L, 120
Chemistry 100, 102, 110*, 110L*, 115*, 115L*, 210
Earth Sciences 100
Geography 100, 100L, 110, 115, 125
Geology 100, 100L, 110, 120, 125, 150, 150L
Oceanography 100, 100L, 101, 115
Physical Science 100, 100L, 101, 101L
Physics 101, 102, 120, 200, 201, 230
2. **Life Science**
Anthropology 100, 100L, 101
Biology 100*, 101, 101L, 102, 105, 106, 106L, 110, 114, 114L, 118, 118L, 130, 131, 131L, 200, 201
Botany 100, 101, 101L, 110, 115
Microbiology 200
Psychology 210
Zoology 100, 101, 101L, 115, 116, 116L, 120, 145, 145L, 200, 203, 205, 205L
3. **Laboratory Activity**
This requirement may be met by the completion of any lab course above in B-1 or B-2. The lab and lecture courses must be related subjects. Lab only courses are identified with an 'L' and courses with labs included are underlined.
4. **Mathematics/Quantitative Reasoning (Minimum grade of 'C' required)**
Math 100, 105, 106, 110, 115, 120, 130, 135, 140*, 141, 200, 205, 206
Psychology 205
Sociology 205

AREA C: ARTS, LITERATURE, PHILOSOPHY AND FOREIGN LANGUAGES

9 units – three courses required, with at least one in Arts and one in Humanities.

1. **Arts (Art, Dance, Music, Theatre)**
American Indian Studies 105, 135
Art 100, 102, 104, 105, 165*, 166*, 167, 168
Cinema 100, 102, 103, 110, 120
Dance 100, 101, 102, 105
Drafting Technology 120, 121
Fashion 130
Graphic Communications 101

Music 100, 101, 102, 103, 166, 167, 170, 171

Photography 125

Radio and Television 100

Speech 125

Theatre Arts 100, 125, 140, 141

2. Humanities (Literature, Philosophy, Foreign Language)

Africana Studies 115, 116

American Indian Studies 100, 143, 144, 145, 150, 153, 154

American Sign Language 100, 101, 110, 205, 206

American Studies 100

Anthropology 135, 155

Arabic 101A, 101B, 102A, 102B, 201A, 201B

Chicano Studies 100, 105, 110, 115, 155

Chinese 101, 101A, 101B, 102, 102A, 102B, 130, 201, 201A, 201B

English 205*, 210, 211, 215, 220, 221, 225, 226, 230, 240, 245, 250, 255, 260, 265, 270, 280, 290

English as a Second Language 101, 102, 103

French 101, 101A, 101B, 102, 102A, 102B, 201, 202

German 101, 101A, 101B, 102, 102A, 102B, 201*, 202*

History 105*, 106*

Humanities 100, 101

Italian 101, 102, 201, 201A, 201B

Japanese 101, 101A, 101B, 102, 201, 202

Judaic Studies 100

Multicultural Studies 122

Philosophy 100, 101, 105, 110, 255

Religious Studies 101, 105, 110, 120

Spanish 101, 101A, 101B, 102, 102A, 102B, 201*, 201A, 201B, 202*

Tagalog 101, 102, 201

5. Geography

Geography 103, 105

6. History

Africana Studies 101, 102

American Indian Studies 101

Chicano Studies 101, 125

History 101*, 102*, 107, 108, 110, 114, 130, 140, 141, 150, 151, 152

Judaic Studies 105

7. Interdisciplinary, Social or Behavioral Science

Fashion 132

Speech 131

8. Political Science, Government and Legal Institutions

American Indian Studies 102

Africana Studies 110

Chicano Studies 102

Political Science 100, 101, 102, 110

9. Psychology

Child Development 100, 110

Family and Consumer Sciences 101

Psychology 100, 110, 120, 130

Sociology 120

10. Sociology and Criminology

Administration of Justice 100

Africana Studies 120

American Indian Studies 125

American Studies 200

Chicano Studies 120

Child Development 115

Communications 100, 105

Multicultural Studies 200

Psychology 105, 120

Sociology 100, 105, 110, 115, 120, 200

Speech 120

AREA D: SOCIAL, POLITICAL, AND ECONOMIC INSTITUTIONS AND BEHAVIOR; HISTORICAL BACKGROUND

9 units – three courses required from at least two disciplines.

1. Anthropology and Archaeology

Africana Studies 126

American Indian Studies 130, 140

Anthropology 105, 110, 115, 125, 126, 130, 140, 145, 150

English 150

2. Economics

Economics 100, 101, 102, 110, 115

3. Ethnic Studies

Africana Studies 100, 101, 102, 110, 120, 125

American Indian Studies 101, 102, 120, 125, 130, 140, 165

American Studies 110, 200

Anthropology 105, 115, 130, 140, 145

Chicano Studies 101, 102, 120, 125

History 150, 151

Judaic Studies 105

Multicultural Studies 100, 110, 165, 200

Sociology 200

4. Gender Studies

American Indian Studies 165

History 130

Psychology 130

Sociology 115

AREA E: LIFELONG UNDERSTANDING AND SELF-DEVELOPMENT

3 units – complete one course.

Biology 185

Child Development 100

Computer Science and Information Systems 105

Counseling 110, 115, 120

Family and Consumer Sciences 105, 150, 165, 185

Health 100, 165

Library Technology 154

Psychology 105, 115, 125, 145

Reading 110

Sociology 105, 125, 145

Speech 115

AMERICAN HISTORY AND INSTITUTIONS REQUIREMENT

All CSU campuses require completion of American History and Institutions courses. The following courses at Palomar have been approved to meet this requirement. Complete one pair of courses:

Africana Studies 101 and 102

American Indian Studies 101 and 102

Chicano Studies 101 and 102 (pending review)

History 101* and 102*
 History 140 and 141
 Political Science 101 and 102 (pending review)

NOTE: Only 3 of the 6 units used to meet this requirement may be counted in Area D.

*Palomar credit for these courses may be earned by Advanced Placement (AP) Examinations taken in high school. See the Counseling Office for appropriate exams and scores.

The University of California (UC) System

The University of California is an integral part of the public education system of California. The campuses of the University of California are located in:

Berkeley (S)	Davis (Q)
Irvine (Q)	Los Angeles (Q)
Merced (S) *	Riverside (Q)
Santa Barbara (Q)	Santa Cruz (Q)
San Diego (Q)	San Francisco (Q) +

S = Semester system; Q = Quarter system

+ San Francisco is primarily for graduate level medical studies

Each campus of the University of California accepts course work from the California Community Colleges system designated as UC transferable at full unit value. Students intending to transfer to the university will find it advantageous to complete their lower division requirements at Palomar College. A maximum of 70 UC transferable units is honored by the university campuses. To prepare for transfer, students must decide which college they will attend through research in the Transfer Center, SSC Building, and consult a counselor for the specific requirements for that particular campus and to create a written educational plan.

Upper Division Transfer Admission Requirements

You are eligible for admission if you:

1. Complete 60 semester (90 quarter) units of transferable college credit with a grade point average of at least 2.4 (2.8 or higher for non-resident students).
2. Complete the following course pattern, earning a grade of 'C' or better in each course:
 - a) Two transferable college courses in English composition
 - b) One transferable college course in mathematical concepts and quantitative reasoning
 - c) Four transferable college courses chosen from at least two of the following subject areas: the arts and humanities, the social and behavioral sciences, and the physical and biological sciences.

Application Filing Periods

The University of California system includes nine campuses. All campuses, except for the San Francisco Medical School, follow similar entrance requirements and use a common application form. However, individual campuses may impose additional entrance criteria for impacted majors and programs. Consult the university catalog, a member of the Palomar College counseling staff, or <http://www.assist.org> for specific information. Applications may be accessed at <http://www.universityofcalifornia.edu>.

<http://www.assist.org> for specific information. Applications may be accessed at <http://www.universityofcalifornia.edu>.

Berkeley and Merced:

Fall Semester 2007	Nov. 1 – 30, 2006
--------------------	-------------------

All other campuses:

Fall Quarter 2007	Nov. 1 – 30, 2006
-------------------	-------------------

Winter Quarter 2008	July 1 – 31, 2007
---------------------	-------------------

Spring Quarter 2008	Oct. 1 – 31, 2007
---------------------	-------------------

NOTE: Courses approved for IGETC will meet these admissions requirements for the University of California.

Students may transfer up to 70 UC transferable community college units to the UC. A minimum 2.4 GPA is required for admission, but most of the UC campuses use a 2.8 or higher GPA depending upon the major.

Detailed information on how to make up missing high school subjects is available in the Counseling and Transfer Centers. A complete listing of all Palomar courses which transfer to the UC campuses is available at <http://www.assist.org>.

General Education/Breadth Options

Each school and college at every UC campus has its own general education/breadth requirements. Students may fulfill the lower division general education/breadth requirements at any UC campus by completing one of the following two options:

1. The Intersegmental General Education Transfer Curriculum (IGETC) which will fulfill the lower division general education/breadth requirements for all UC and CSU campuses.*
2. The specific lower division general education/breadth requirements of the campus to which they intend to transfer.

The Intersegmental General Education Transfer Curriculum follows below and is also listed on the Assist website at <http://www.assist.org>. Students should consult a Palomar College counselor to determine which option is best suited for their educational objective.

* Use of the IGETC to satisfy lower-division General Education requirements is either not allowed under some circumstances or not recommended for some majors. Consult a counselor regarding these restrictions.

General Education Certification

Certification is a legal agreement between UC and community colleges in California to assure that UC lower division general education requirements have been satisfied.

The entire pattern must be completed prior to transfer. Upon enrollment in final requirements, the student should submit a request for certification, along with the Advising Guide (signed by a Counselor) to the Evaluations Office. Official transcripts from other colleges and universities must be on file before submitting the application, and will be reviewed for inclusion in the certification process.

Transfer Admission Guarantee Programs

Palomar College has transfer admission guarantee programs with five UC campuses. All of these agreements guarantee admission into the university and some guarantee admission into the major.

Visit the Transfer Center or the Transfer Center web page at <http://www.palomar.edu/counseling/transfercenter> for updated information.

The following is a list of UC campuses with which Palomar College has admission guarantee programs.

University of California, Davis (UCD)

Palomar College has a Transfer Admission Agreement (TAA) with UC Davis, which guarantees admission to the university and to most of the majors.

University of California, Riverside (UCR)

Palomar College participates in a Transfer Admission Guarantee (TAG) program with UC Riverside, which guarantees admission to the university and all majors except Engineering.

University of California, San Diego (UCSD)

Palomar College participates in a Transfer Admission Guarantee (TAG) program with UC San Diego, which guarantees admission to the university. This program allows transfer admission to the term of your choice.

UCSD University Link Program

Graduating North County high school seniors are eligible for this program which promotes preparation for guaranteed admission to UCSD. This program links Palomar students with activities, courses, and counselors from Palomar and UC San Diego. Contact the Counseling Center for more information.

University of California, Santa Barbara (UCSB)

Palomar College participates in a Transfer Admission Agreement (TAA) with UC Santa Barbara, which guarantees admission to the university and to most of the majors.

University of California, Santa Cruz (UCSC)

Palomar College has a Guaranteed Admission for Transfer Entry (GATE) program to UC Santa Cruz, which guarantees admission to the university.

Intersegmental General Education Transfer Curriculum (IGETC) Requirements – UC/CSU

Please read before following the IGETC

The IGETC is a general education pattern which will meet all lower-division general education requirements at all CSU or most UC campuses.

It should be noted that completion of the IGETC is not a requirement for admission to CSU or UC, nor is it the only way to fulfill the lower-division general education requirements of the CSU or UC prior to transfer. Depending upon a student's major and field of interest, the student may find it advantageous to fulfill the CSU general education requirements, or those of the UC campus or college to which the student plans to transfer. Some colleges within the UC system will not accept IGETC. **It is strongly recommended that students consult with a counselor to determine which general education pattern is the most appropriate for them.**

Rules for using the IGETC pattern

1. The entire pattern must be completed prior to transfer. Upon enrollment in final requirements, the student must submit a request for certification to the Evaluations Office.

2. All IGETC courses must be completed with a grade of 'C' or better. A 'C-' is not acceptable.
3. UC transfers need not complete the Oral Communication requirement (Area I, Group C).
4. CSU transfers need not complete the Language Other Than English requirement. It is recommended that CSU transfers complete the U.S. History, Constitution, and American Ideals requirement prior to transfer.
5. Some UC transferable courses have credit limitations. Specific limitations are indicated with the course descriptions in the PC Catalog or available on the assist website at <http://www.assist.org>.
6. Some UC campuses may not allow use of the IGETC for students who were previously enrolled at a UC campus. See your counselor for these restrictions.
7. Palomar can certify coursework completed at other California Community Colleges provided that it appears on their IGETC course list. Coursework completed at other colleges and universities may be included with approval from PC faculty and the Evaluations Office. CLEP credit or foreign coursework will not be included on the IGETC certification.
8. Advanced Placement (AP) exams can be used to satisfy all areas of IGETC except for Areas IB and IC. AP exams with a minimum score of 3 may be used provided they equate to an approved IGETC course. Credit will be given for only one course per area.
9. Students wishing to use a course to meet an IGETC requirement must be sure that the course is on the approved list during the academic year in which it is taken. Refer to the statement and semester approval lists following the IGETC pattern.
10. For any exceptions to the above, contact the Articulation Officer in the Counseling Center.

AREA I: ENGLISH COMMUNICATION

CSU: 3 courses, 9 semester units

UC: 2 courses, 6 semester units (1 each from groups A and B)

Group A: English Composition

(1 course, 3 semester units)

English 100

Group B: Critical Thinking-English Composition

(1 course, 3 semester units)

English 202, 203

Philosophy 115

Group C: Oral Communication – CSU only

(1 course, 3 semester units)

Speech 100

AREA 2: MATHEMATICAL CONCEPTS AND QUANTITATIVE REASONING

(1 course, 3 semester units)

Mathematics 110, 120, 130, 135, 140, 141, 200, 205, 206

Psychology 205 (dually listed as SOC 205)

Sociology 205 (dually listed as PSYC 205)

AREA 3: ARTS AND HUMANITIES

(3 courses, 9 semester units) Three courses required, with at least one from Arts and one from Humanities.

Group A: Arts Courses

American Indian Studies 105, 135\
 Art 100, 165, 166, 167, 168
 Cinema 100, 102, 103, 110, 120
 Dance 100, 101, 102, 105
 Music 100, 101, 102, 166, 167, 170, 171
 Photography 125
 Theatre Arts 100, 140, 141

Group B: Humanities Courses

Africana Studies 115, 116
 American Indian Studies 100, 145, 150
 American Studies 100
 Anthropology 135, 145, 155
 Arabic 201A, 201B
 Chicano Studies 100, 105, 110, 115, 155
 Chinese 130, 201
 English 205, 210, 211, 215, 220, 221, 225, 226, 230, 240, 245, 250,
 255, 260, 265, 270, 280, 290
 French 201, 202
 German 201, 202
 History 105, 106
 Humanities 100, 101
 Italian 201
 Japanese 201, 202
 Judaic Studies 100
 Multicultural Studies 122
 Philosophy 100, 101, 105, 110, 135, 136, 255
 Religious Studies 101, 105, 110, 120
 Spanish 201, 202
 Tagalog 201

AREA 4: SOCIAL AND BEHAVIORAL SCIENCES

(3 courses, 9 semester units)

Three courses required from at least two disciplines. Dually listed courses, or those which appear in more than one group, may be counted only once.

Group A: Anthropology and Archaeology

Africana Studies 126
 American Indian Studies 130, 140
 Anthropology 105, 110, 115, 125, 126, 130, 140, 150
 English 150

Group B: Economics

Economics 100, 101, 102, 110, 115

Group C: Ethnic Studies

Africana Studies 100, 101#, 102#, 110, 120, 125
 American Indian Studies 101#, 102#, 110, 115, 120, 125, 130, 140, 165
 American Studies 110, 200
 Anthropology 105, 115, 130, 140
 Chicano Studies 101#, 102#, 120, 125
 History 150, 151

Judaic Studies 105

Multicultural Studies 100, 110, 165, 200

Sociology 200

Group D: Gender Studies

American Indian Studies 165
 History 130
 Sociology 115

Group E: Geography

Geography 103, 105

Group F: History

American Indian Studies 101#, 102#
 Chicano Studies 101#, 125
 History 101#, 102#, 107, 108, 110, 114, 130, 140#, 141#, 150, 151, 152
 Judaic Studies 105

Group G: Interdisciplinary, Social or Behavioral Science**Group H: Political Science, Government and Legal Institutions**

Africana Studies 110
 American Indian Studies 102#
 Chicano Studies 102#
 Political Science 100, 101#, 102#, 110, 125

Group I: Psychology

Child Development 100
 Psychology 100, 110, 120, 125
 Sociology 120, 125

Group J: Sociology and Criminology

Administration of Justice 100
 American Indian Studies 120, 125
 American Studies 200
 Chicano Studies 120
 Communications 100, 105
 Multicultural Studies 200
 Psychology 105, 120, 125
 Sociology 100, 105, 110, 115, 120, 125, 200
 Speech 120

May not be used to meet Social and Behavioral Sciences requirement if used to meet the CSU American History and Institutions requirement.

AREA 5: PHYSICAL AND BIOLOGICAL SCIENCES (2 courses, 7-9 semester units)

Two courses required - one Physical Science and one Biological Science course. At least one must include a laboratory. Lab only courses are indicated with an L, and courses with a lab included are underlined.

Group A: Physical Science Courses

Astronomy 100, 105L, 120
 Chemistry 100, 102, 105, 110, 110L, 115, 115L, 210, 220, 221
 Earth Science 100
 Geography 100, 100L, 110, 115
 Geology 100, 100L, 120, 150, 150L
 Oceanography 100, 100L, 101, 115

Physical Science 100, 100L
Physics 101, 102, 120, 121, 200, 201, 230, 231, 232

Group B: Biological Science Courses

Anthropology 100, 100L, 101
Biology 100, 101, 101L, 102, 105, 106, 106L, 110, 114, 114L, 118, 118L, 130, 31, 131L, 200, 201
Botany 100, 101, 101L, 115
Microbiology 200
Psychology 210
Zoology 100, 101, 101L, 115, 116, 116L, 120, 145, 145L, 200, 203, 205, 205L

LANGUAGE OTHER THAN ENGLISH – UC ONLY

Satisfy one of the following:

1. Proficiency equivalent to two years of high school study in the same language with a grade of 'C' or better.
2. One of the following courses completed with a grade of 'C' or better: American Sign Language 100, Arabic 101B, Chinese 101, French 101, German 101, Italian 101, Japanese 101, Spanish 101, Tagalog 101

CSU GRADUATION REQUIREMENT IN U.S. HISTORY, CONSTITUTION, AND AMERICAN IDEALS

- Not part of IGETC; may be completed prior to transfer.
- Complete one of the following pairs of courses:

Africana Studies 101 and 102; American Indian Studies 101 and 102; Chicano Studies 101 and 102 (pending review); History 101 and 102; History 140 and 141; Political Science 101 and 102 (pending review)

NOTE: Courses used to meet this requirement may not be used to satisfy requirements for Area 4 above.

The IGETC program began in Fall 1991. Course work completed prior to that term may be used for IGETC if it appeared on the 1991-92 IGETC course list. All courses taken in Fall 1991 or later must be on the approved IGETC list at the time they were taken. Courses added to the IGETC list are listed below with their approval date. It is important for students to have an updated list each year while at the community college.

FALL 1992 Additions:

AJ 100; BIOL 131L; BOT 115; CHEM 210; COMM 100, 105; ENG 202, 203; FREN 220, 225, 230; GEOG 110; MATH 200; MUS 170; PHIL 115; RUSS 220; ZOO 120, 145

FALL 1993 Additions:

BIOL 102, 118; CS 125; ENG 270, 280; MATH 150; MCS 165; SPCH 120; ZOO 145L, 203

FALL 1994 Additions:

No additions

FALL 1995 Additions:

AMS 200; CINE 120; HIST 150, 151; MCS 200; SOC 200

FALL 1996 Additions:

AIS 165; AS 126; ANTH 126; ART 163, 164; HIST 107, 108; MUS 171; OCN 101; PSYC 205; SOC 205

FALL 1997 Additions:

FREN 201, 210; GERM 201, 210; ITAL 101; JAPN 201, 210; LAT 201, 210; RUSS 201, 210; SPAN 201, 210

FALL 1998 Additions:

BIOL 107, 114, 118L; CHEM 102; DNCE 101; GEOG 115; HIST 109, 114; PHYS 115

FALL 1999 Additions:

AMS 110; MCS 110; OCN 115; PHSC 100L; PHYS 110; TAG 101

FALL 2000 Additions:

BIOL 114L

FALL 2001 Additions:

CHIN 130, 201; ITAL 201; TAG 201

FALL 2002 Additions:

ASL 100; CINE 102, 103; PHYS 101, 102, 200, 201

FALL 2003 Additions:

ANTH 100L; ENG 290

FALL 2004 Additions:

ENG 265

Fall 2005 Additions:

ANTH 125; GEOG 103; HIST 152; PSYC/SOC 105

Fall 2006 Additions

ANTH 101; ARAB 101B, 201A, 201B; DNCE 102, MCS 122

Independent California Colleges and Universities

There are 77 fully-accredited independent colleges and universities currently affiliated with the Association of Independent California Colleges and Universities (AICCU) providing a host of options at undergraduate, graduate, and professional levels for students planning to continue their education beyond Palomar College.

Admissions policies vary widely from one school to another, and virtually all institutions give full credit for general education courses and usually for courses designated for transfer by the community college. A good rule to follow for independent colleges as well as for out-of-state institutions is to expect full credit for courses which are parallel in scope and content to courses offered for credit to lower division "native" students at those institutions. Articulation agreements for many independent institutions are available in the Counseling Center.

Independent colleges are flexible in admission policies and in awarding credit. They invite interested students to make an appointment with their Office of Admissions in order to discuss transfer opportunities on a personal basis.

Financial aid may be a primary factor in considering attending an independent college. Most students cut the cost in half by attending the community college to complete the lower division course work and requirements. Information on financial aid and scholarships is available from the financial aid offices on independent college campuses as well as in the Financial Aid Office at Palomar College.

Students are advised to refer to the AICCU's web site at www.aiccu.edu.

Private and Out-of-State Universities

Palomar College offers courses similar to those offered in the lower division, or the first two years, of four-year colleges and universities. Since course requirements for graduation vary between colleges, it is to the student's advantage to choose the college or university to which he or she plans to transfer as early as possible.

Students are advised to complete the courses at Palomar College which best satisfy the lower division course requirements at that particular college or university to which he or she ultimately transfers. Lower division course requirements typically include a set of general education courses as well as a sequence of courses in the student's chosen major field of study.

Students are encouraged to meet with a counselor to develop an academic program best suited for their transfer institution and intended major. The Transfer and Counseling Centers maintain materials to assist students in their transfer planning.