
General Program Requirements | For all degrees and certificates

Degrees and Certificates

Columbia Gorge Community College confers the following associate degrees:

- Associate of Arts Oregon Transfer (AAOT)
- Associate of Arts Transfer (AAT)
- Associate of Science Oregon Transfer—Business (ASOT—BUS)
- Associate of Science (AS)
- Associate of Science Transfer (AST) — With a focus in Business or Computer Science
- Associate of General Studies (AGS)
- Associate of Applied Science (AAS) — In one of the following subject areas: Accounting, Administrative Professional, Entrepreneurship & Business Management, Early Childhood Education, Nursing, Paramedic, Advanced Manufacturing & Fabrication, Aviation Maintenance, Construction Technology, and Electro-Mechanical Technology.

CGCC also offers core transfer modules, major transfer maps, and certificates in many career and technical education programs.

The choices students make will depend on their major and their goals following graduation. All of the degrees have some requirements in common. Prerequisites, limits, and general degree requirements are listed in the following paragraphs.

Course Prerequisites

All degree candidates must demonstrate competency in basic mathematics and writing skills prior to receiving their degree. Most Lower Division Collegiate courses have a standard prerequisite:

- Math: Placement into MTH 65 or MTH 98
- Writing: Successful completion (“C” or better) of WR 121 or concurrent enrollment

Successful completion of any prerequisite requires passing with a “C” or better, or a “P.” A grade of “D,” “F,” or “NP” will not satisfy the requirement. Some courses may have higher requirements in these areas and/or additional prerequisites as appropriate. See individual course prerequisites. Instructors may waive prerequisites on a case-by-case basis. Students who have one of the following degrees from a U.S. regionally accredited institution: AA, AS, AGS, AAS, BA, BS and higher will have the basic competency in writing (WR 121) waived. Other writing requirements specified by the program remain in effect.

Minimum Requirements

Students earning an associate degree must successfully complete the following comprehensive requirements along with any additional requirements specific to individual associate degrees:

- *Minimum Credits.* All candidates must earn a minimum of 90 credits toward an associate degree. Credit courses numbered below 100 cannot be used to fulfill the 90 credit minimum requirement for any degree.
- *Minimum Grade Point Average.* All candidates for a degree must have at least a 2.0 minimum cumulative grade point average (“C” average).



- *Minimum Residency.* All degree candidates must accumulate at least 30 credits of satisfactory work at CGCC to establish residency. Non-traditional credit, credit transferred from another institution or challenge credit may not be used to establish residency.
- Twenty-four of the credits earned at CGCC must apply to the specific associate degree requirements the student is pursuing.

Associate Degree Comprehensive Requirement Limits

- A maximum of three credits of physical education courses may be used as electives, except for the Associate of General Studies, which may include six credits.
- Credit courses with passing grades may only be applied once in meeting a degree or certificate requirement (unless approved to be repeated). In addition, repeated courses are only counted once in accumulated hour and point totals.
- No more than 12 credits of Cooperative Education courses may be used.
- No more than nine credits of experimental courses may be used (course numbers 199-199Z and 299-299Z).
- A maximum of 24 credits of "P" (pass) grades will apply to any degree. Specific AAS degrees that deviate from this maximum will state the degree maximum in the degree requirements for the specific AAS degree.
- One-credit Management/Supervisory Development (MSD) workshops may only be applied to the Associate of General Studies Degree (maximum six credits).

Certificate Requirements—One Year Certificates

Certificates at CGCC ranging from 45-60 credits are awarded in several programs to students who complete the course of study with a minimum 2.0 grade point average. Specific courses required for each certificate program, including any General Education requirements, are listed under their appropriate programs.

- Credit courses numbered below 100 may not be used to fulfill the credit minimum requirements for certificates.
- At least 12 credits must be earned at CGCC, eight of which must apply to the certificate requirements. The final eight credits must be earned at CGCC.
- A maximum of 12 credits of "P" (pass) grades will apply. Some certificate requirements may vary and will be listed in that specific certificate.
- No more than 12 credits of Cooperative Education courses may apply to any one-year certificate.
- Only nine credits of 199 and 299 experimental courses apply.

Certificate Requirements—Less-Than-One-Year Certificates

- Certificates at CGCC ranging from 12-44 credits are awarded in several programs to students who complete the course of study with a minimum 2.0 grade point average. Specific courses required for each certificate program, including any General Education requirements, are listed under their appropriate programs.
- At least six credits must be earned at CGCC, all of which must apply to the certificate requirements.
- A maximum of eight credits of Pass/No Pass grades will apply. Specific less-than-one-year certificates that deviate from this maximum will state their Pass/No Pass maximum in the requirements for that specific certificate.
- Only nine credits of 199 and 299 experimental courses apply.

Career Pathway Certificates

Career Pathway Certificates are short-term credentials (12-44 credits) which prepare individuals for entry-level employment within an occupational area. Career Pathway Certificates may be the first certificate a student earns while pursuing a certificate of greater length or an Associate of Applied Science degree. Information about Career Pathways in specific areas of study can be found in the program section of the catalog. Based upon credits, career pathway certificates need to meet less-than-one-year requirements.

Computer Proficiency: A Statement to Students

In order to succeed on campus and in the world beyond college, students need to be familiar with and capable of using computers and computer software. Both upper division college work and the requirements of the workplace demand such skills. Many CGCC faculty will require students to access class materials on the Internet, or use word processing, email and databases as part of regular course activities. Students should contact their academic advisor to find out what computer resources and courses are available to help them achieve computer proficiency.

Three-to-Four Credit Conversion

Some lower division collegiate courses (LDC) have changed to four credits. For degrees and certificates requiring specific LDC courses, the three credit version of the same course is generally accepted. Comprehensive degree and certificate minimum requirements must be met.

Course Repetition

It is possible to repeat a class only in certain circumstances as follows:

- The course has been identified as eligible for repetition as noted in the course description in the catalog; or

To receive a higher grade:

- Students are limited to three (3) total enrollments for most credit courses. Students will not be allowed to repeat a course more than three times without documented evidence of extenuating circumstances. "W" grades are counted as enrollments.
- Students who receive substandard grades ("D", "F", "NP" or "I") and/or one or more withdrawals ("W") may attempt to successfully complete the course up to a total of two additional times at Columbia Gorge Community College, if necessary to alleviate the substandard grade or successfully complete the course.

Appealing after the third attempt:

- After the third attempt to receive a passing grade in a course, the student may appeal to the Registrar's Office for one additional attempt. Appeals are only considered for documented extenuating circumstances. Students who withdraw and receive a "W" on each of the three allowable attempts will not be able to withdraw from the course again, if granted an additional attempt through appeal, and a letter grade will be transcribed. NO FURTHER ATTEMPTS WILL BE PERMITTED.

Experimental Courses

Courses numbered 99, 199, and 299 are experimental in nature. These courses may be offered twice in a 15-month period. After that time, they are either converted to a regularly numbered course or inactivated. While these courses count for graduation, they may not transfer to other institutions.



Non-Credit Courses

CGCC offers a number of non-credit courses for personal and career advancement, listed as “Community Education,” as well as continuing education classes for professionals in several areas. Non-credit courses do not apply to any degrees or certificates.

Effective Catalog

CGCC operates on the quarter system. Catalog requirements are effective for six academic years. Students may graduate under the catalog requirements existing at the time of initial enrollment as long as they successfully complete at least one CGCC credit applicable to degree requirements per academic year. A new academic year begins with each summer term and ends the next spring term. No catalog is valid for longer than spring term following the sixth academic year after issuance of the catalog.

Some programs may impose shorter time limits on accepting credits for degree or certificate requirements. Students enrolled in programs that are accredited or licensed must meet the requirements most recently approved by the accrediting agency or licensing authority. All returning students who have not been enrolled in a college credit course for one academic year must meet new degree requirements. Occasionally, the college may change courses and course numbers within a program. Students should regularly consult an advisor focused on their major pathway about their course of study.