**REFERENCE:**

**TOPIC:**
Acceptance of Upper-Division Coursework to Meet Associate Degree Requirements

**ISSUE DATE:** June 14, 2010

**INITIATED BY:**
Instructional and Student Support Services

**CHANGES:**
New Regulation

**DATES OF CHANGES:**

The colleges within the LACCD will accept upper division coursework completed at other colleges for the purpose of fulfilling Associate Degree requirements using the following guidelines:

1. Coursework must be completed at a United States regionally accredited institution.
2. A student must submit official transcripts from the originating institution.
3. Upper division courses may be applied to an LACCD general education area or major and/or elective requirements based on content equivalency to a general education, major or elective course offered at an LACCD campus.
4. Upper division courses in math or English composition may be used to satisfy competency requirements for the Associate Degree.

**Use of Upper Division Courses to Satisfy IGETC or CSU GE Breadth**

Policy on the use of upper-division coursework on the IGETC and CSU GE is governed by the University of California and California State University systems. Consult the IGETC Standards and CSU Executive Order 1033 for complete details.

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* For policies for granting credit for courses from institutions outside the U.S. see: Administrative Regulation E-101 – *Credit for Courses Taken at Institutions of Higher Learning Outside the United States.*