

# Academic Programs and Graduation Requirements

College Preparatory Program

English as a Second Language Program

Associate in Arts Degree

The Gordon Rule

College Level Academic Skills Test (CLAST)

Transfer Guarantees

Associate in Science Degree

Associate in Applied Science Degree

Certificate Programs

## Academic Programs and Graduation Requirements

### College Preparatory Program

Broward Community College is committed to the philosophy that all students should be offered the opportunity to achieve their maximum potential. To attain this goal, BCC offers a College Preparatory Program to help students develop the skills necessary for academic success in college level courses. The College Prep curriculum includes courses in Mathematics, English, Reading and English as a Second Language (ESL).

Math	English	ESL	Reading
MAT 0012	ENC 0010	EAP 0320	REA 0001C
MAT 0020	ENC 0021	EAP 0385	REA 0006C
MAT 0024	ENC 0085	EAP 0485	
		EAP 0300	
		EAP 0400	

### College Prep Placement

College prep course requirements are determined on the basis of a student's placement test scores. All students entering BCC must take the Florida College Placement Test (CPT) or submit a State of Florida college-ready diploma or acceptable Advanced Placement, SAT or ACT scores that exempt them from the college prep program or they must submit college transcripts that show the completion of Freshman English and/or Intermediate Algebra. Students who test into college prep courses must successfully complete all of the required coursework to qualify for graduation.

### Placement Test Options

For students admitted after October 1, 1991.

1. ACT (American College Testing Program)
2. Enhanced ACT (American College Testing Program)
3. SAT (The College Board)
4. SAT1 (The College Board; administrations between 3/1/94 and 3/31/95)
5. RSAT (Recentred SAT)
6. CPT (Computerized Placement Tests, The College Board)

Students admitted after July 31, 1995, may also use the Florida College Entry-Level Placement Test (FCELPT).

A student having an initial CPT, ACT or SAT score that indicates college prep placement and who has begun his/her prep course work at BCC may retest with the CPT for placement every 90 days. A fee will be charged for each re-test with the CPT. Retesting is prohibited if the student is currently enrolled in the discipline for which he/she wishes to retest. Exceptions may be made by the appropriate academic administrator.

### College Prep Credit

College prep courses carry credit, but the credits cannot be used to satisfy degree requirements. However, these credits do count toward veteran's benefits and financial aid requirements.

### Admission to the College Prep Program

Students should contact any Counseling and Advisement Office to arrange for placement testing or to discuss their existing placement test scores.

### Enrolling in College Prep Courses

Students who are required to take college prep courses, as a result of their placement test scores on the SAT, ACT, or CPT, must register for such courses each term until all required courses are successfully completed. In addition, the following restrictions for course sequencing will apply and increase a student's chances for academic success:

- Students who test into two or more college prep disciplines (ENC, MAT, and REA) are limited to 12 credits in a full term and seven credits in a summer term.
- Students are required to register for the college prep reading course during their first term.
- Students who test into REA0001C are required to register for it during their first term.
- Students who test into REA0006C are required to register for it during their first term.
- Students are required to take the highest level of prep reading (REA0006C) the term immediately after successful completion of the lowest level of college prep reading (REA0001C).
- Students are required to satisfactorily complete the college prep reading sequence (REA0001C and/or REA0006C) before registering for a college prep math course (MAT0012 or MAT0024).
- Students testing into at least two college prep disciplines (ENC, MAT, and REA) are required to take SLS1501, College Success Skills, during their first 9 credits. (This one credit course serves as an introduction to BCC and teaches students strategies and skills to help them succeed in college.). Students may substitute SLS1000, Strategies for Success, for SLS1501.
- Students testing into three college prep courses, with 2 prep courses at the lowest levels (ENC0010, MAT0012, and REA0001C), are required to take SLS1000, Strategies for Success, during their first 6 credits. (This three credit course provides students with opportunities to learn about Broward Community College and higher education, acquire and practice learning strategies, explore personal learning styles, identify career options, and develop life-long citizenship.)

These requirements apply to college prep students who are seeking degrees and have not previously attended college. **Students must meet with an Academic Advisor in any Counseling and Advisement Office regarding proper course selections, sequencing, and requirements.**

### Private Providers

Students have the option of pursuing college prep instruction through programs offered by private providers of instruction. Students interested in this option should obtain additional information from any campus Student Affairs office. Students exercising this option must retake and pass the appropriate sections of the CPT prior to enrolling in college-level courses.

*Note: Private providers are not affiliated with the BCC and the College neither endorses nor warrants their services. BCC assumes no responsibility related to the operations of these providers, and specifically disclaims any and all liabilities resulting from, or arising out of, or in connection with, students' use of their products and services.*

### Maximum Attempts Per Course

Based on state regulations, students may enroll no more than three times in any particular college prep course. Students may not "audit" college prep courses. Students will be assessed the full cost of instruction for the third attempt. Exemptions may be granted based on documented financial hardships or extenuating circumstances. Details about petitioning for an exemption are available in any campus Student Affairs Office.

### English as a Second Language (ESL)

The purpose of the ESL Program is to prepare non-native English speaking students to function successfully in BCC courses.

#### Entering the ESL Program

Students who are non-native English speakers should contact any Counseling and Advisement Office for an appointment. An ESL placement test and writing sample will be administered to all students, regardless of their TOEFL score. Students will be placed in ESL Program courses based on the results of the ESL placement test and writing sample.

#### Course Load for Visa Students

Visa students must take a full course load in order to maintain a student visa. During their first and second semesters at BCC, Visa students should concentrate on the ESL Program and take a limited number of other courses.

#### ESL Course Sequences

Non-Credit Courses: do not carry college credit.

Level 1: EAP0300, EAP0385, and EAP0320

Level 2: EAP0400, EAP0485, and REA0001C  
or REA0006C

Credit-Bearing Courses: carry elective credit.

Level 3: EAP1540

Level 4: EAP1640

#### ESL Pre-requisites

EAP0300 is a pre-requisite for EAP1540.

EAP0400 is a pre-requisite for EAP1640.

EAP0320 is a pre-requisite for EAP1540.

REA0006C is a pre-requisite for EAP1640.

### Associate in Arts Degree

Broward Community College offers a wide variety of concentrations within the Associate in Arts degree. More information regarding A.A. options may be obtained from our web site at [www.broward.edu](http://www.broward.edu) or from any Academic Advisor.

#### A.A. Mission Statement

The Associate in Arts degree provides courses of study equivalent to those offered to freshman and sophomore students in the lower division of Florida's state universities. If students receive an A.A. Degree from B.C.C., their degree will, in most cases, meet the lower division requirements of a university and admit them to junior-level status. The degree requirements consist of General Education requirements that parallel university requirements and electives in preparation for a major area of study. The A.A. degree includes 36 semester hours of General Education courses in addition to courses appropriate for the upper-division major selected by the student. The General Education requirements are within the subject areas of communications, mathematics, social sciences, humanities, and natural sciences. Apart from its transfer function, the degree provides students with the opportunity to gain competencies necessary to be participating and productive members of a democratic society.

Students are encouraged to contact the specific institution to which they wish to transfer regarding that institution's unique requirements. Specific information concerning transfer to the following Florida state universities is available in any campus Counseling and Advisement Office.

FAMU	Florida A and M University
FAU	Florida Atlantic University
FGCU	Florida Gulf Coast University
FIU	Florida International University
FSU	Florida State University
NCF	New College of Florida
UCF	University of Central Florida
UF	University of Florida
UNF	University of North Florida
USF	University of South Florida
UWF	University of West Florida

#### A.A. Philosophy of General Education

General Education at Broward Community College is a combination of college-level courses that provides students with the social, technical, and academic competencies they will need to participate effectively in a democratic society and in a global community. Furthermore, this foundation provides students an opportunity to gain an understanding of a variety of cultural and historical heritages, an understanding of the role of the individual in a complex and rapidly changing world, an understanding of the physical universe, and the communication and analytical skills necessary to function effectively. These courses are also a foundation for specific academic and technical programs at the community college and for further education toward a baccalaureate degree.

**Expected Educational Results**

Graduates of the A.A. program should be able to:

- communicate with others by writing, speaking and listening, and demonstrating skills in reading comprehension;
- perform computations necessary to function effectively in society;
- demonstrate basic computer skills;
- recognize the effects of technology upon society and the environment;
- evaluate social, political and intellectual developments from an historical perspective;
- understand the complexities of the humanities and appreciate the aesthetics of the fine arts;
- think logically, critically, and creatively to solve problems and make decisions;
- demonstrate a sense of personal responsibility, and ethical judgment and behavior;
- appreciate the benefits of a lifelong process of intellectual and cultural growth;
- utilize research skills necessary to gather, analyze, and interpret information;
- function successfully in a changing multi-cultural environment and an interdependent world;
- adopt positive lifestyle behaviors through an application of wellness concepts.

**A.A. Degree Requirements**

- Complete 60 semester hours of college credit from the applicable catalog including:
  - a) thirty-six college-level semester credit hours of general education courses in five subject areas: Communications, Mathematics, Social Science, Humanities, and Natural Sciences; and
  - b) twenty-four college-level semester credit hours of electives, which should include required pre-requisites for the university major.
- Complete prescribed College Preparatory and ESL Program courses, if required, with a grade of "C" or higher.
- Complete Gordon Rule writing and mathematics requirements (State Board of Education 6A-10.30).
- Achieve a passing score on all four sections of the College Level Academic Skills Test (CLAST) or satisfy CLAST alternative criteria.
- Complete 25% of the prescribed college-level semester credit hours at Broward Community College and be enrolled at BCC during the semester the degree is completed.
- Earn a cumulative degree grade point average of 2.0 or higher at BCC including transfer credits in courses that comprise the A.A. degree.
- Fulfill all financial and other obligations to the College.

**A.A. General Education Requirements**

**Area 1 Communications 9 Credits**

Select three courses, one from each category (A, B, C).

- A. ENC 1101 Composition 3 Credits  
(6000 words toward writing requirement)
- B. ENC 1102 Composition 3 Credits  
(6000 words toward writing requirement)  
ENC 2210 Professional and Technical

Writing 3 Credits  
(6000 words toward writing requirement)  
Students who complete both ENC 1101 and ENC 1102 may use ENC 2210 to satisfy 6000 words of the writing requirement. A grade of "C" or higher is required in ENC 1101, ENC 1102, and ENC 2210.

- C. SPC 1024 Introduction to Speech Communication 3 Credits  
(sections designated as "optional writing" on term schedules carry 3000 words toward writing requirement)
- SPC 1600 Introduction to Public Speaking 3 Credits  
(sections designated as "optional writing" on term schedules carry 3000 words toward writing requirement)

**Area 2 Humanities/Fine Arts 6 Credits**

Select two courses. Choose only one course from each category (A, B, C, D, E, F, G or H).

Sections designated as "optional writing" carry 3000 words toward writing requirement.

- A. AML 2012 American Literature Colonial to 1900 3
- AML 2022 American Literature Since 1900 3
- AML 2600 Afro American Writers 3
- ENG 2101 Film as Literature 3
- ENL 2012 British Literature I 3
- ENL 2022 British Literature II 3
- ENL 2330 Introduction to Shakespeare 3
- LIT 2020 Introduction to the Short Story 3
- LIT 2030 Great Ideas Poetry 3
- LIT 2110 World Literature through the Renaissance 3
- LIT 2120 World Literature Renaissance to the Present 3
- LIT 2310 Literature of the Supernatural and Science Fiction 3
- B. FRE 2200 Intermediate French I 4
- FRE 2201 Intermediate French II 3
- GER 2200 Intermediate German I 4
- GER 2201 Intermediate German II 3
- HBR 2200 Intermediate Hebrew I 4
- HBR 2201 Intermediate Hebrew II 3
- RUS 2200 Intermediate Russian I 4
- SPN 2200 Intermediate Spanish I 4
- SPN 2201 Intermediate Spanish II 3
- SPW 2010 Studies in Spanish Literature and Culture I 3
- SPW 2011 Studies in Spanish Literature and Culture II 3
- C. ARH 2000 Art Appreciation 3
- ARH 2050 Art History I 3
- ARH 2051 Art History II 3
- D. THE 2000 Theatre Appreciation 3
- E. MUL 2010 Music Appreciation 3
- MUH 2111 Music History and Literature 3
- MUH 2112 Music History and Literature 3
- F. PHI 1100 Introduction to Logic 3
- PHI 2010 Introduction to Philosophy 3

PHI 2600	Introduction to Ethics	3
<b>G. REL 2000</b>	Introduction to the Study of Religion	3
REL 2300	World Religions	3
<b>H. ARC 1701</b>	Survey of Architectural History	3

**Area 3 Social/Behavioral Sciences 6 Credits**

Select one course from category A and one course from category B. Sections designated as "optional writing" on term schedules can carry 3000 words toward writing requirement.

**A. Historical, Political and Global Perspectives**

AMH 2010	History of the United States to 1865	3
AMH 2020	History of the United States since 1865	3
AMH 2035	United States 1945 to Present	3
AMH 2091	History of the African American	3
EUH 1000	Western Civilization I	3
EUH 1001	Western Civilization II	3
EUH 2033	History of the Holocaust	3
GEA 2000	World Geography	3
GEO 1000	Introduction to Geography	3
GEO 2370	Conservation of Natural Resources	3
INR 2002	Introduction to International Relations	3
LAH 1004	History of the Two Americas I	3
LAH 1005	History of the Two Americas II	3
POS 2041	National Government	3
POS 2112	State and Local Government	3
WOH 2040	World in the Twentieth Century	3

**B. Social/Behavioral Sciences**

ANT 2000	Introduction to Anthropology	3
ANT 2100	Introduction to Archaeology	3
ANT 2211	Introduction to World Ethnology	3
ECO 2013	Principles of Economics I	3
PSY 2012	General Psychology	3
SYG 2000	Principles of General Sociology	3
SYG 2010	Social Problems	3
SYG 2441	Social Institutions	3

**Area 4. Science/Wellness 8 Credits**

**Science 7 Credits**

Students must satisfy college prep reading requirements through coursework or placement test scores prior to enrolling in credit level science courses. Students not majoring in science or health-related fields must take at least one course from each area below, one of which must be a laboratory course.

**A. Biological Sciences**

BOT 2010	General Botany	3
BSC 1005	General Biology	3
BSC 1010C	Introduction to Biology I	4
EVR 1009	Environmental Science	3
ZOO 2010	General Zoology	3

**B. Physical Sciences**

AST 1002	Horizons in Astronomy	3
AST 1005	Astronomy of the Solar System	3
AST 1006	Astronomy of Stars and Galaxies	3
CHM 1025	Introduction to Chemistry	3
CHM 1045	General Chemistry I	3
EVR 1009	Environmental Science	3

ESC 1000	Earth Science	3
GLY 1010	Physical Geology	3
GLY 1100	Historical Geology	3
OCE 1001	Introductory Oceanography	3
PHY 1001	Applied Physics	3
PHY 2048	General Physics with Calculus I	4
PHY 2053	General Physics I	3
PSC 1121	Physical Sciences Survey	3

**C. Biological/Physical Sciences Labs**

BOT 2010L	General Botany Lab	1
BSC 1005L	General Biology Lab	1
ZOO 2010L	General Zoology Lab	1
AST 1022L	Astronomy Laboratory	1
CHM 1025L	Introduction to Chemistry Lab	1
CHM 1045L	General Chemistry I Lab	1
ESC 1000L	Earth Science Lab	1
GLY 1010L	Physical Geology Lab	1
GLY 1100L	Historical Geology Lab	1
OCE 1001L	Introductory Oceanography Lab	1
PHY 1001L	Applied Physics Lab	1
PHY 2048L	General Physics with Calculus I Lab	1
PHY 2053L	General Physics I Lab	1
PSC 1191L	Physical Sciences Lab	1

Students majoring in science, science-related or health-related fields may take any combination of seven credits as designated by their major, including one laboratory course, from the following list.

BOT 2010	General Botany	3
BOT 2010L	General Botany Lab	1
BSC 1010C	Introduction to Biology I	4
BSC 1011C	Introduction to Biology II	4
BSC 1085	Human Anatomy and Physiology I	3
BSC 1085L	Human Anatomy and Physiology I Lab	1
BSC 1086	Human Anatomy and Physiology II	3
BSC 1086L	Human Anatomy and Physiology II Lab	1
CHM 1040	General Chemistry A	3
CHM 1041	General Chemistry B	3
CHM 1045	General Chemistry I	3
CHM 1045L	General Chemistry I Lab	1
CHM 1046	General Chemistry II	3
CHM 1046L	General Chemistry II Lab	1
CHM 1046E	General Chemistry C	3
GLY 1010	Physical Geology	3
GLY 1010L	Physical Geology Lab	1
GLY 1100	Historical Geology	3
GLY 1100L	Historical Geology Lab	1
MCB 2013	Microbiology	3
MCB 2013L	Microbiology Lab	1
PHY 2048	General Physics with Calculus I	4
PHY 2048L	General Physics with Calculus I Lab	1
PHY 2049	General Physics with Calculus II	4
PHY 2049L	General Physics with Calculus II Lab	1
PHY 2053	General Physics I	3
PHY 2053L	General Physics I Lab	1
PHY 2054	General Physics II	3
PHY 2054L	General Physics II Lab	1
ZOO 2010	General Zoology	3
ZOO 2010L	General Zoology Lab	1

**NOTE:** In combined courses, such as BSC 1010C and BSC 1011C, students will satisfy requirements for a three-credit science lecture and a one-credit science laboratory course. Check Catalog course descriptions for pre or co-requisites.

**D. Wellness 1 Credit**

HSC 1101C	Introduction to Healthful Living	
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**NOTE:** No exemptions shall be permitted from the Wellness requirement because of age, veteran status or medical reasons. Students with medical restrictions or physical limitations must provide appropriate documentation and shall participate on a modified basis.

**Area 5 Mathematics 7 Credits**

**A. Mathematics 6 Credits**

MAC 1105 College Algebra	3
MAC 1114 Trigonometry	3
MAC 1140 Pre-Calculus Algebra	3
MAC 2233 Business Calculus	3
MAC 2311 Calculus and Analytical Geometry I	5
MAC 2312 Calculus and Analytical Geometry II	5
MAC 2313 Calculus and Analytical Geometry III	4
MAP 2302 Differential Equations	3
MAS 2103 Linear Algebra	3
MGF 1106 Liberal Arts Mathematics I	3
MGF 1107 Liberal Arts Mathematics II	3
STA 2023 Statistics	3

**NOTE:** A grade of "C" or higher in these courses must be achieved to satisfy this requirement.

**B. Computer Competency 1 Credit**

CGS 1061C Computer Concepts	
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**TOTAL (Areas 1-5) 36 Credits**

**Area 6 Programmatic Electives 24 Credits**

These may include any combination of college level courses recommended/required for a discipline major and/or courses from the General Education offerings (English/Communications, Humanities, Mathematics, Science, Social and Behavioral Science). Excluded are college preparatory courses and courses designed especially for technical education curricula. When choosing electives, students should give careful attention to their major field of study and to the requirements of the institution to which they plan to transfer. Certain technical/occupational courses can be used to satisfy this area requirement. Please consult with an Academic Advisor.

**Area 7 Writing Requirement**

The writing requirement for the A.A. degree is 24,000 words, in keeping with the Gordon Rule. All students must take one course from Area 1A (6,000 words) and one course from Area 1B (6,000 words), which satisfy 12,000 words of the requirement. The remaining 12,000 words can be written in any combination of courses designated as writing courses in the term schedule. Courses contribute 3,000 words per course toward the writing requirement. In each of these courses, a variety of assignments relevant to the content of the course may be made. Students must achieve a grade of "C" or higher in the courses to satisfy the writing requirement.

Students may not enroll in an optional writing course until they have completed ENC 1101, Composition 1, with a grade of "C" or higher. This pre-requisite applies to all courses that can be used to satisfy the State of Florida writing requirement. Conversely, students may not fulfill their writing requirement through a designated optional writing class that was completed prior to passing ENC 1101.

Students who enroll in "optional writing" courses have the option of registering for writing credit to fulfill graduation and/or Gordon Rule writing requirements. Students who enroll in Humanities courses may reasonably expect essay tests, in-class writing, and formal written presentation of material even though they did not choose writing credit for that specific course. The "optional writing" designation means that students may select which courses they will use to satisfy the State of Florida Gordon Rule writing requirement.

Some students who were enrolled in an accredited college or university prior to January 1, 1983 may be exempt from the Writing Requirement. Please see an Academic Advisor for assistance.

**Area 8 International/Intercultural 3 Credits**

Of the 36 hours required for General Education, three credits must be earned in an approved International/Intercultural course. Only the following approved courses from the General Education offerings that have a primary and major International or Intercultural content and emphasis may be used to satisfy this requirement.

All Foreign Language Courses

AMH 2091	History of the African American	3
AML 2600	Afro American Writers	3
ANT 2000	Introduction to Anthropology	3
ANT 2211	Introduction to World Ethnology Peoples of the World	3
ARH 2000	Art Appreciation	3
ARH 2050	Art History I	3
ARH 2051	Art History II	3
ENL 2012	British Literature	3
ENL 2022	British Literature	3
EUH 1000	Western Civilization I	3
EUH 1001	Western Civilization II	3
GEA 2000	World Geography	3
GEO 1000	Introduction to Geography	3
GEO 2370	Conservation of Natural Resources	3
INR 2002	Introduction to International Relations	3
LAH 1004	History of the Two Americas I	3
LAH 1005	History of the Two Americas II	3
LIT 2020	Introduction to the Short Story	3
LIT 2110	World Literature Through Renaissance	3
LIT 2120	World Literature Renaissance to Present	3
MUH 2111	Music History and Literature	3
MUH 2112	Music History and Literature	3
MUL 2010	Music Appreciation	3
REL 2300	World Religions	3
SYG 2000	Principles of Sociology	3
SYG 2441	Social Institutions	3
WOH 2040	World in the 20th Century	3

**The Gordon Rule**

State Rule 6A-10.030, known as the Gordon Rule, requires that students graduating with an Associate in Arts Degree meet the following provisions in the areas of writing and Mathematics. All students seeking an A.A. or B.A. degree must meet these requirements by the end of the sophomore year.

## Writing

All students must complete a minimum of 24,000 words of writing in specifically designated courses. In all writing courses, a grade of “C” or higher is necessary to meet the A.A. Degree requirements. Students shall complete 12,000 words under the guided instruction provided in the six credit hours of ENC 1101, and either ENC 1102 or ENC 2210. The remaining 12,000 words may be completed in either of the following ways.

1. A third college-level composition course (6,000 words) and two courses from General Education Areas 2 and 3 that are designated as writing courses (3,000 words per course).
2. Any combination of courses designated as writing courses in the term schedule.

In each of these courses, a variety of writing assessments relevant to the content of the courses may be made.

**NOTE:** Students may not enroll in an optional writing course until they have completed ENC 1101, with a grade of “C” or higher. This pre-requisite applies to all courses that can be used to satisfy the State of Florida writing requirement. Conversely, students may not fulfill their writing requirement through a designated optional writing class that was completed prior to passing ENC 1101.

## Mathematics

All students must complete six credit hours at the college algebra level or higher. For most students, the requirements may be met by taking MAC 1105 and MGF 1106. Other options are detailed in Area 5 of the A.A. Degree General Education Requirements. In all Mathematics courses, a grade of “C” or higher is required to meet the A.A. Degree requirements.

## College Level Academic Skills Test (CLAST)

All Florida Community College students seeking an A.A. degree must satisfy the CLAST requirement before their degrees are awarded. The CLAST measures college-level communications and math skills and is part of the state’s overall effort to ensure that students have acquired the skills expected in those areas. In accordance with Rule 6A-10.0311, F.A.C. Section 240.107(9), students may not need to take the CLAST if they do not plan to major in Education or receive teacher certification in the State of Florida. Students will qualify for an exemption of the CLAST if they meet one of the conditions below.

- You will not have to take the English, Reading and Essay subtests if you earn a cumulative GPA of at least 2.5 in ENC 1101, ENC 1102 or ENC 2210.
- You will not have to take the Math subtest if you earn a cumulative GPA of at least 2.5 in the two college-level math courses that satisfy the Gordon Rule (MAC 1105 and/or higher-level courses).
- You will not have to take the Communications section of the CLAST if you have a verbal score of at least 500 on the SAT; or a Reading score of at

least 22 and a Writing score of at least 21 on the ACT.

- You will not need to take the Computation section of the CLAST if you have a Math score of at least 500 on the SAT or a Math score of at least 21 on the ACT.

The total testing time for CLAST is approximately five hours, which includes the time required for arrival, instructions, and a break. The time allotted for each subtest is as follows.

Essay: 60 minutes  
 English Language Skills and Reading: 80 minutes  
 Mathematics: 90 minutes  
 Retake examinees are allowed double time for each subtest.

## Passing Scores

The scores listed below are official minimum requirements, October 1, 1992 and thereafter.

Essay	6
English Language Skills	295
Reading	295
Mathematics	295

## Registration Deadlines

September 2, 2005  
 January 20, 2006  
 May 5, 2006

## Test Dates

October 1, 2005  
 February 18, 2006  
 June 3, 2006

## Registration/Administration

Students enrolled in Broward Community College register for CLAST in the same manner as other courses. The paper and pencil CLAST administration is offered three times per year at designated locations. Your registration schedule and two types of identification, one of which must be a photo identification, will be required for admission to the test site. Several soft-leaded pencils with erasers and a ballpoint pen are required. No fees are charged for regular degree-seeking students. The following conditions and pre-requisites apply.

1. You must be a degree-seeking student with at least 18 hours completed.
2. You must have a minimum GPA of 2.0.
3. You must have a “C” or higher in ENC 1101.
4. You must have a “C” or higher in MAT 1033 or a higher-level course.
5. If Reading was required, you must have a “C” or higher in REA 0006C or a higher-level course.
6. Special pre-requisites are required before registering for a retest in any subtest area. (See Retake Procedure below.)
7. Students with learning disabilities may request special accommodations, if necessary, or take the CLAST. Please call the Disability Services Coordinator, (954) 201-7555 for more information.

Students taking Essay, English Language Skills and Reading subtests for the first time should register for CST 0000. Students taking the Math subtest for the first time should register for CST 0010.

**Computerized Version of CLAST**

Students may take/retake the computerized version of the Math, English Language Skills, and/or Reading subtests on North Campus. These computerized subtests are offered three times a month and cost \$30.00 each. A special application form and appointment are required.

**Retake Procedure**

Students who do not pass one or more of the CLAST subtests must follow Broward Community College's Retake Procedures before registering to retake CLAST. Students may not retake any subtests for which they already have a passing score. Please note that you must not repeat testing within a 30-day period, as your scores will be invalidated by the Department of Education.

**Retake Subtest Course Numbers**

CST 0001	Math
CST 0002	Essay
CST 0003	English Language Skills
CST 0004	Reading

**English Retake Procedure**

Students with three hours of college-level English composition must complete a second college-level composition course with a grade of "C" or higher. Students who have already completed six hours of English composition with a grade of "C" or higher must complete the English CLAST Review course, the Independent Study Option, or LIN 1670.

**Mathematics Retake Procedure**

Students with three hours of college-level Mathematics must complete a second college-level Mathematics courses (higher than MAT 1033) with a grade of "C" or higher. Students who have already completed six hours of Mathematics (higher than MAT 1033) with a grade of "C" or higher must complete the Mathematics CLAST Review course, the Independent Study Option, or another college-level Mathematics course.

**Reading Retake Procedure**

Students must complete the Reading CLAST Review course, the Independent Study Option, or REA 1105 with a grade of "C" or higher.

**Essay Retake Procedure**

Students with three hours of college-level English composition must complete a second college-level course with a grade of "C" or higher. Students who have already completed six hours of English composition with a grade of "C" or higher must complete the Essay CLAST review course, the Independent Study Option, or another English composition course.

**Instructor- Directed Review Courses**

The following non-credit, instructor-directed review courses are offered prior to each CLAST administration to help students prepare for the CLAST retake.

**ENC 0991 CLAST English Language Skills Review:** an English review course to assist students in preparation for the CLAST English Language Skills subtest.

**ENC 0992 CLAST Essay Review:** an English review course to assist students in preparation for the CLAST Essay subtest.

**REA 0991 CLAST Reading Skills:** a Reading review course to assist students in preparation for the CLAST.

**MGF 0991 CLAST Mathematics Review:** a Mathematics review course to assist students in preparation for the CLAST.

**Independent Review Course Options**

The following non-credit independent study courses are offered through campus Learning Resource Centers to assist students who have been unsuccessful in one or more CLAST subtests.

ENC 0993	Independent Study for Retake of CLAST – English Language Skills
ENC 0994	Independent Study for Retake of CLAST-Essay
REA 0993	Independent Study for Retake of CLAST-Reading
MGF 0993	Independent Study for Retake of CLAST-Math

**Waiver Procedure**

State Law and Broward Community College Policy (6Hx2-4.05) provide for waivers only for students who have failed at least four times and who otherwise demonstrate proficiency in course work in that academic area. Waivers may also be considered for a student with a specific learning disability such that he/she cannot successfully complete one or more sections of the CLAST but who is otherwise achieving at college level in every other academic areas. Waiver requests must be submitted through the appropriate Academic Dean to the Vice President for Academic Affairs. A College committee will be appointed to consider only cases that fully meet the legal requirements. Waivers for CLAST are very rare and are considered on a case-by-case basis. Waivers are not granted except in conjunction with the awarding of an Associate in Arts degree.

**Transfer Guarantees**

Florida Community College Associate in Arts graduates are guaranteed the following rights when transferring to a State university under the statewide transfer articulation.

1. Admission to one of the State Universities, except to limited access programs that have additional admission requirements.
2. Acceptance of at least 60 credit hours by the State universities toward the baccalaureate degree.
3. Adherence to university requirements and policies based on the catalog in effect at the time the student first entered a community college, provided the student maintains continuous enrollment.
4. Transfer of equivalent courses under the Statewide Course Numbering System.
5. Acceptance by the State Universities of credit earned in accelerated programs (e.g., CLEP, AP,

- PEP, Dual Enrollment, Early Admission and International Baccalaureate).
- 6. No additional General Education Core requirements.
- 7. Advance knowledge of selection criteria for limited access programs.
- 8. Equal opportunity with native university students to enter limited access programs.

Should any guarantee be denied, students have the right to appeal. Students must file appeals through the Broward Community College Registrar.

### **Associate in Science Degree**

#### **Associate in Science Degree Programs**

Broward Community College offers a wide variety of concentrations within the A.S. degree. Please visit our web site at [www.broward.edu](http://www.broward.edu) or see an Academic Advisor for assistance.

#### **A.S. Degree Mission Statement**

The Associate in Science degree is a career education and transfer degree. It is a 60+ credit hour degree intended to prepare students for immediate employment in a specific occupational area and/or for transfer into the State University System. The degree requires completion of at least 15 semester hours of transferable General Education courses that meet the criteria of the Commission on Colleges of the Southern Association of Colleges and Schools, along with technical courses, which may or may not transfer. The General Education courses will transfer and apply toward the thirty-six credit hours required for the baccalaureate degree in the State University System. In some areas of study, statewide program-specific articulation agreements have been developed ensuring the transfer of the A.S. degree. The student is advised to see an Academic Advisor for a list of these programs.

#### **A.S. Degree Philosophy of General Education**

General Education at Broward Community College is a combination of college-level courses that will provide students with social, technical, and academic competencies they will need to participate effectively in a democratic society and in a global community. Furthermore, this foundation provides students an opportunity to gain an understanding of a variety of cultural and historical heritages, an understanding of the role of the individual in a complex and rapidly changing world, an understanding of the physical universe, and the communication and analytical skills necessary to function effectively. These courses are also a foundation for specific academic and technical programs at the community college and for further education toward a baccalaureate degree.

#### **Expected Educational Results**

Graduates of A.S. programs should be able to:

- communicate with others by writing, by speaking and listening, and by demonstrating skills in reading comprehension;
- apply the computational skills appropriate to their chosen occupation;
- apply basic computer skills;

- understand principles of science and technology and be aware of their effects upon society and the environment;
- demonstrate awareness and understanding of the social and behavioral aspects of the world in their chosen occupations;
- understand the complexities of the humanities and to appreciate the aesthetics of the fine arts;
- think logically, critically, and creatively, to solve problems and make decisions;
- demonstrate a sense of personal responsibility, and ethical judgment and behavior;
- appreciate the benefits of life-long learning and professional growth within their field;
- demonstrate knowledge, competencies, and professional behaviors essential to entering a specific career field or advancing within their field;
- apply the skills and attitudes necessary to adapt to changes within their personal and work environments and the global economy;
- apply for certification or licensure examinations, as appropriate.

#### **A.S. Degree Requirements**

- Complete the minimum number of required college-level semester credit hours as established for your specific program in Florida State Board of Education Rules.
- Complete the program of study as set forth in the applicable College catalog.
- Complete a minimum of fifteen college-level semester credit hours of the prescribed program's transferable General Education courses that include the following: ENC 1101, three credits in Social/Behavioral Sciences, three credits in Humanities/Fine Arts, three credits in Natural Sciences/Mathematics, and three credits designated by the program.
- Complete the oral communication and computer competency requirements as specified in the prescribed program.
- Complete the prescribed college preparatory and English as a Second Language Program courses, if required, with a grade of "C" or higher.
- Complete 25% of the prescribed college-level semester credit hours at Broward Community College and be enrolled at BCC during the semester the degree is completed.
- Earn a cumulative degree grade point average of 2.0 or higher at BCC, including transfer credits, in courses that comprise the A. S. degree.
- Fulfill all financial and other obligations to the College.

#### **A.S. General Education Requirements**

**Area 1 Communications 3 Credits**  
ENC 1101 Composition

**Area 2 Humanities/Fine Arts 3 Credits**  
Select one course from any of the following: Art, Literature, Modern Foreign Language, Music, Philosophy, Religion and Theatre. Specific courses may be designated by individual programs.

**Area 3 Social/Behavioral Sciences 3 Credits**  
Select one course from any of the following: Anthropology, Economics, Geography, History, Political

Science, Psychology, and Sociology. Specific courses may be designated by individual programs.

#### **Area 4 Mathematics/Natural Science 3 Credits**

Select one college-level transferable course from either college-level Mathematics or Natural Sciences.

##### **Mathematics**

Any of the following or a higher level course:

MAC 1105	College Algebra
STA 2023	Statistics
MGF 1106	Liberal Arts Math I
MGF 1107	Liberal Arts Math II

##### **Science**

Specific courses may be designated by individual programs.

#### **Area 5 Program-Designated Courses 3 Credits**

Choose any other college-level course from Areas 2,3, or 4, or any college-level course in Speech, Reading, Computers, Wellness, Science laboratory, or ENC 2210, Professional and Technical Writing.

#### **TOTAL (Areas 1-5) 15 Credits**

##### **Oral and Computer Competencies**

Students are also required to meet oral and computer competency requirements as specified in their particular A.S. program of study.

### ***Associate in Applied Science Degree***

#### **Associate in Applied Science Degree Programs**

Broward Community College offers a variety of concentrations within the A.A.S. degree. Please visit our web site at [www.broward.edu](http://www.broward.edu) or see an Academic Advisor for assistance.

##### **A.A.S. Mission Statement**

The Associate in Applied Science degree is a college-level career-technical degree. The A.A.S. is a 60+ college credit hour degree consisting of both General Education and technical courses. Graduates are prepared for immediate entry into the workforce and have the communications, problem solving, and academic skills necessary to successfully compete in the job market and advance in the workforce. The A.A.S. provides the same career preparation as the A.S. but is not designed as a college transfer program. The degree may transfer to some universities under special articulation agreements between the College and those universities.

##### **A.A.S. Philosophy of General Education**

General Education at Broward Community College is a combination of courses that provide students with the social, technical, and academic competencies they will need to participate effectively in a democratic society and in a global community. Furthermore, this foundation provides students an opportunity to gain an understanding of a variety of cultural and historical heritages, an understanding of the role of the individual in a complex and rapidly changing world, an understanding of the physical universe, and the communication and analytical skills necessary to function effectively. These courses are also a

foundation for specific academic and technical programs at the community college and for further education toward a baccalaureate degree.

#### **Expected Educational Results**

Graduates of A.A.S. programs should be able to:

- communicate with others by writing, by speaking and listening, and by demonstrating skills in reading comprehension;
- apply the computational skills appropriate to their chosen occupation;
- apply basic computer skills;
- understand principles of science and technology and be aware of their effects upon society and the environment;
- demonstrate awareness and understanding of the social and behavioral aspects of the world in their chosen occupations;
- understand the complexities of the humanities and to appreciate the aesthetics of the fine arts;
- think logically, critically, and creatively, to solve problems and make decisions;
- demonstrate a sense of personal responsibility, and ethical judgment and behavior;
- appreciate the benefits of life-long learning and professional growth within their field;
- demonstrate knowledge, competencies, and professional behaviors essential to entering a specific career field or advancing within their field;
- apply the skills and attitudes necessary to adapt to changes within their personal and work environments and the global economy;
- apply for certification or licensure examinations, as appropriate.

#### **A.A.S. Degree Requirements**

- Complete the minimum number of required college-level semester credit hours as established for the specific program in Florida State Board of Education Rules.
- Complete the program of study as set forth in the applicable College catalog.
- Complete a minimum of fifteen college-level semester credit hours of the prescribed program's General Education courses that include the following: ENC 1101, three credits in Social/Behavioral Sciences, three credits in Humanities/Fine Arts, three credits in Natural Sciences/Mathematics, and three credits designated by the program.
- Complete the oral communication competency and computer competency requirements as specified in the prescribed program.
- Complete the prescribed College Preparatory and English as a Second Language Program courses, if required, with a grade of "C" or higher.
- Complete 25% of the prescribed college-level semester credit hours at Broward Community College and be enrolled at BCC during the semester the degree is completed.
- Earn a cumulative degree grade point average of 2.0 or higher at BCC, including transfer credits, in courses that comprise the A.A.S. degree.
- Fulfill all financial and other obligations to the College.

**General Education Requirements for the A.A.S. Degree**

**Area 1. Communications 3 Credits**  
ENC 1101 Composition

**Area 2. Humanities/Fine Arts 3 Credits**  
Select one course from any of the following: Art, Humanities, Literature, Modern Foreign Language, Music, Philosophy, Religion, and Theatre. Specific courses may be designated by individual programs.

**Area 3. Social/Behavioral Sciences 3 Credits**  
Select one course from any of the following: Anthropology, Economics, Geography, History, Political Science, Psychology, and Sociology. Specific courses may be designated by individual programs.

**Area 4. Mathematics/Natural Science 3 Credits**  
**Mathematics:**  
MAT 1033 Intermediate Algebra  
MTB 1310 Applied Mathematics  
MTB 1321 Technical Mathematics I  
MTB 1322 Technical Mathematics II  
MTB 1325 Engineering Technology Mathematics I  
MTB 1326 Engineering Technology Mathematics II  
Any other higher-level college mathematics course will also satisfy this requirement.

**Science:**  
Specific courses may be designated by individual programs.

**Area 5. Program Designated Courses. 3 credits**  
Any other college-level course from Areas 2, 3, 4, or any college level course in speech, reading, computers, wellness, science laboratory, or ENC 2210, Professional Writing.

**Total (Areas 1-5) 15 credits**

Students are also required to meet an oral competency and computer competency requirement as specified in the particular A.A.S. degree of study.

**Certificate Programs**

BCC offers a variety of concentrations in the various certificate programs. Please visit our web site at [www.broward.edu](http://www.broward.edu) or see an Academic Advisor for assistance.

**Mission Statement**

A certificate is awarded upon satisfactory completion of a prescribed program of courses designed to prepare students for initial entry into an occupation or for advancement within their current occupations. Certificate programs provide students with the opportunity to develop the technical competencies necessary to be participating and productive members of the business, professional, governmental, or industrial life of the community.

**Expected Educational Results**

Graduates of certificate programs should be able to:

- demonstrate knowledge, competencies, and professional behaviors essential to entering a specific career field or upgrading their occupational skills;
- recognize the need for life-long learning and for professional growth within their field; and
- apply for certification or licensure examinations, as appropriate.

**Technical Certificate**

A Technical Certificate is a program of study of less than sixty credits of college-level technical courses that prepares students for immediate employment in a specific occupational field. It generally does not require the completion of General Education courses. The Technical Certificate may be part of an Associate in Science or an Associate in Applied Science degree, thus permitting the student to receive credit for the certificate courses.

**Technical Certificate Requirements**

- Complete the minimum number of required college-level semester credit hours as established for the specific program in Florida State Board of Education Rules.
- Complete the program of study as set forth in the applicable College catalog.
- Complete the prescribed college preparatory and English as a Second Language Program courses, if required, with a grade of "C" or higher.
- Complete 25% of the prescribed college-level semester credit hours at Broward Community College and be enrolled at BCC during the semester the certificate is completed.
- Earn a cumulative degree grade point average of 2.0 or higher at BCC, including transfer credits, in courses that comprise the Technical Certificate.
- Fulfill all financial and other obligations to the College.

**Vocational Certificate**

A Vocational Certificate is a program of study, usually one year or less, consisting of a prescribed number of vocational credits (non-college-level credits). One vocational credit is equal to 30 contact hours of classroom instruction. The program focuses on providing students with the specific skills for immediate job entry. The Vocational Certificate is awarded upon completion of all vocational program courses and demonstration of attainment of predetermined and specified performance requirements in reading and mathematics as defined by Florida State Board of Education Rules.

**Vocational Certificate Requirements**

- Complete the minimum number of required vocational clock/credit hours as established for the specific program in Florida State Board of Education Rules.
- Complete the program of study as set forth in the applicable College catalog.
- Achieve appropriate minimum basic skills grade levels established for the program on the Test of Adult Basic Education (TABE) or other tests designated by State Rule 6A-6.0571. (Students pursuing a vocational certificate who have an A.A.

degree and have completed the College Level Communication and Computation Skills Examination (CLAST), or who have met the minimum cut scores on any test listed in the above-mentioned rule, may be exempt from the test requirement.)

- Complete 25% of the prescribed vocational clock/credit hours at Broward Community College and be enrolled at BCC during the semester the certificate is completed.
- Earn a cumulative degree grade point average of 2.0 or higher at BCC, including transfer credits, in courses that comprise the Vocational Certificate. (For certificate programs with only pass-fail grades, earn a passing grade in all courses.)
- Fulfill all financial and other obligations to the College.

#### **Applied Technology Diploma**

The Applied Technology Diploma (ATD) is a course of study that is part of an Associate in Science or an Associate in Applied Science degree and that leads to employment in a specific occupation. The ATD may consist of either vocational credit or college-level semester credits and is approximately 50% of the technical component of the A.S. or A.A.S. degree. Transfer of ATD coursework to an associate degree program is guaranteed for a period of three years following the date of the award of the ATD, based upon A.S. or A.A.S. degree articulation agreements.

#### **Applied Technology Diploma Requirements**

- Complete the minimum number of required college-level semester credit hours as established for the specific program in Florida State Board of Education Rules.
- Complete the program of study as set forth in the applicable College catalog.
- Complete the prescribed college preparatory and English as a Second Language Program courses, if required, with a grade of "C" or higher.
- Complete 25% of the prescribed college-level semester credit hours at Broward Community College and be enrolled at BCC during the semester the diploma is completed.
- Earn a cumulative degree grade point average of 2.0 or higher at BCC, including transfer credits, in courses that comprise the Applied Technical Certificate.
- Fulfill all financial and other obligations to the College.

#### **Advanced Technical Certificate**

The Advanced Technical Certificate (ATC) is a program of study consisting of at least nine credit hours, but less than forty-five credit hours, of college-level courses. The ATC is awarded to students who have already received an Associate in Science or Associate in Applied Science, or related undergraduate degree, and who are seeking an advanced specialized program of study to supplement their degree.

#### **Advanced Technical Certificate Requirements**

- Complete the program of study as set forth in the applicable College catalog.
- Complete 25% of the prescribed college-level semester credit hours at Broward Community College and be enrolled at BCC during the semester the ATC is completed.
- Earn a cumulative degree grade point average of 2.0 or higher at BCC, including transfer credits, in courses that comprise the Advanced Technical Certificate.
- Fulfill all financial and other obligations to the College.