

# Policy Manual



<b>Title:</b> Awards and Graduation	<b>Number:</b> 6Hx2-4.22
<b>Legal Authority:</b> Fla. Statutes §1004.68, 1007.25 and 1007.33	<b>Page:</b> Page 1 of 2

## GENERAL STATEMENT

The College grants ten distinct academic awards based on completion of specific requirements: the Associate of Arts degree, the Associate of Science degree, the Associate of Applied Science degree, the Technical Certificate, the Advanced Technical Certificate, the Vocational Certificate, the Applied Technology Diploma, the Bachelor of Science degree, the Bachelor of Applied Science degree, and the Bachelor of Science in Nursing.

## THE POLICY and THE STUDENT

The students are informed about the requirements for graduation in each of the respective degrees, certificates, and diplomas as set forth in the students' applicable catalog.

## THE POLICY and THE FACULTY and STAFF

Faculty shall teach classes and award grades which apply toward the requirements for graduation in each of the respective degrees, certificates, and diplomas. Staff shall be aware of the requirements for graduation and will relay the information to the students via publications (i.e., print and electronic) and advisement.

## IMPLEMENTATION AND OVERSIGHT

The Office of the Associate Vice President for Academic Affairs/College Registrar has oversight for this policy. All appeals regarding degree, certificate and diploma graduation requirements will be handled by the Academic Standards Committee. The recommendations of the Academic Standards Committee will be reviewed by the College Provost or designee, who will make the final determination.

## VIOLATION OF POLICY

Students who do not meet the performance standards or requirements for graduation described in this policy will not be awarded the respective degrees, certificates, or diplomas. Policy violation will be reported to the Vice Provost for Student Services for investigation.

## DEFINITIONS

**Academic Standards Committee** – a college-wide committee that hears appeals from students requesting exceptions to established admission and academic policies.

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

**Applied Technology Diploma (ATD)** – a program of study that is part of an Associate of Science degree or an Associate of Applied Science degree and leads to employment in a specific occupation. The ATD may consist of either vocational credit or college-level credits.

<b>History:</b> Issued as policy February 28, 2001; revised August 23, 2011; revised June 24, 2014; revised February 9, 2021; revised August 09, 2022			
<b>Approved by the Board of Trustees</b>	<b>Date:</b> 08/09/2022	<b>President's Signature</b> 	<b>Date:</b> 08/09/2022

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**Associate of Applied Science degree (AAS)** – a technical degree of at least 60 college-level credit hours consisting of at least 15 General Education credit hours and technical courses. Graduates are prepared for immediate entry into the workforce. The degree may transfer to some universities.


**Associate of Arts degree (AA)** – a program of study equivalent to those offered to freshman and sophomore students in the lower division of Florida’s state universities. The degree requirements consist of 36 credit hours of general education courses which parallel the university requirements and 24 hours of electives in preparation for a baccalaureate program of study.

**Associate of Science degree (AS)** – a career education and transfer degree of at least 60 college-level credit hours consisting of at least 15 credit hours of transferable General Education courses along with technical courses intended to prepare students for immediate employment in specific occupational area and/or for transfer to the State University System.

**Baccalaureate Degree** –When offered at a state college, students must have completed a two-year degree or 60 credits prior to entry, as well as completion of at least 60 additional credits. Students in baccalaureate programs are required to complete a minimum of 30 credits in residency in the upper division of Broward College.

**Technical Certificate** – awarded upon satisfactory completion of a prescribed program of courses designed to prepare the student for initial entry into an occupational area or for advancement within current occupations. The certificate may be a part of an Associate of Science or Associate of Applied Science degree, permitting the student to receive credit for the certificate courses.

**Vocational Certificate** – a program of study consisting of a prescribed number of vocational credits (non-college level credit). The Vocational Certificate is awarded upon completion of all vocational program courses and demonstration of attainment of specified performance requirements.

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