



## Procedure 501-15 Transfer of Arizona General Education Curriculum (AGEC) to the College and Awarding of AGEC Stamp of Certificate

Sponsor: Registration and Enrollment Services

### Purpose

Define the requirements to transfer AGEC coursework to the College and to earn an AGEC Stamp or Certificate.

### Definitions

AGEC Certificate on the student's transcript indicates that the student has successfully completed all program requirements and has been awarded the AGEC-A, AGEC-B, or AGEC-S Certificate.

AGEC In Progress Stamp on the student's transcript indicates the student is in the final semester at the College and will earn the AGEC Completion stamp providing the student successfully completes the all required coursework.

AGEC is the Arizona General Education Curriculum. It is a common structure of general education classes that can be taken at an Arizona community college and used to fulfill University General Education requirements.

CEG is the Course Equivalency Guide and shows students how community college courses transfer to Northern Arizona University (NAU), Arizona State University (ASU), and the University of Arizona (UA).

GECC is the General Education Core Curriculum. The common core courses are lower-division courses that will apply toward a selected degree at an Arizona public university

### Procedure

#### Transfer of Arizona General Education Curriculum

AGEC courses from other Arizona community colleges, Arizona tribal colleges, Arizona public universities, non-Arizona colleges or universities, or non-public Arizona universities will transfer under the following conditions:

1. If a course is in the General Education Core Curriculum (GECC) of the transferring Arizona community or Tribal College, CCC will accept the credits as defined by the source institution. If the course fulfills one or more of the AGEC Special Requirements at the transferring institution, the College will transfer it to fulfill those requirements.
2. Coursework transferred from regionally accredited institutions (e.g., Arizona public institutions, out of state institutions) may be applied to AGEC as follows:
  - a. Transfer coursework deemed by CCC to be equivalent to a course on CCC's formal AGEC list may be used to satisfy AGEC requirements in the same manner as CCC's own courses.
  - b. Transfer coursework that is equivalent to a non-AGEC course may not be used to satisfy AGEC requirements.

- c. Transfer coursework not having a direct equivalency shall be evaluated by the AGEC granting institution using the AGEC granting institution's own institutional curricular standards for identifying AGEC courses.
3. For the purpose of meeting the AGEC First-year English composition requirement, a student will complete English Composition I and II. An exception is made for ASU's ENG 105, NAU's ENG 105, and UA's ENGL 109H, where that single course will meet this composition requirement.
  - a. If the student is short credits for their Associate of Arts, Associate of Science, Associate of Business, Associate of Fine Arts, or Associate of Applied Science degree as a result, the remaining credits may be filled by any course, not just one with an AGEC designation.
  - b. This substitution is allowed regardless of a student's catalog year or when the course was taken.

#### Transfer of Non-Arizona General Education Curriculum

Transfer of non-AGEC courses will be accepted on a course-by-course basis by reviewing and comparing course descriptions or additional course materials.

1. Advanced Placement (AP), College-Level Proficiency Examination (CLEP), and International Baccalaureate (IB) credit are not counted as part of institutional GPA and will be accepted as transfer credit as outlined in the AZTransfer Exam Equivalency Guide.

Grading Requirements in the Arizona General Education Curriculum Block:

1. All courses in the AGEC block must be completed with a grade of "C" or higher.
2. A grade of "S" is not applicable to the Arizona General Education Curriculum (AGEC).

#### Arizona General Education Curriculum In-Progress and Certificate

In-Progress AGEC Stamp: Students must be registered in the final CCC semester of coursework necessary to complete all requirements to be awarded the AGEC Certificate.

Students declaring a "standalone" AGEC Certificate must successfully complete at least 25% of the required credit hours of coursework in residence at CCC applicable to the certificate. (See Procedure 501-16 Awarding of Degrees and Certificates)

Students declaring a degree with an "embedded" AGEC must complete at least 25% of the required credit hours of coursework in residence at CCC. The 25% may be a combination of AGEC and degree required coursework. (See Procedure 501-16 Awarding of Degrees and Certificates)

#### **References**

AZTransfer AGEC Policies 104, 201, 202, 203, 204, 305  
AZTransfer Exam Equivalency Guide  
Procedure 501-16 Awarding of Degrees and Certificates

#### **Procedure History**

07/22/2020 New and approved by Executive Leadership Council

#### **Legal Review**

None