

<b>Degrees and Certificates Policy</b>	Policy Number	2.1
	Effective Date	February 5, 2014

### **1.0 POLICY & PURPOSE**

The Board of Trustees of Laramie County Community College (LCCC) is committed to ensuring the successful attainment of students’ educational goals. They recognize the primary mechanism through which students achieve these goals is by earning a degree or other post-secondary credential. Thus, the primary educational vehicles utilized by the College to help students achieve their educational goals are its degree and certificate programs.

Therefore, the purpose of this policy is to identify the types of degrees and certificates the Board of Trustees confers upon graduates of LCCC, and more specifically to define the types of and purpose for the degree/certificates offered by LCCC. The President shall be responsible for implementing administrative procedures to develop and maintain programs that comply with this policy.

### **2.0 REVISION HISTORY**

Adopted on: 2/5/14  
Revised on: 6/28/17

### **3.0 PERSONS AFFECTED**

Laramie County Community College faculty, staff and students are affected by this policy.

### **4.0 DEFINITIONS**

- A. *Associate of Applied Science (AAS)* – A degree designed for students planning to enter the workplace upon degree completion. This degree has substantial applied coursework associated with the field of study.
- B. *Associate of Arts (AA)* – A degree designed for students pursuing the arts, humanities, social sciences, and related disciplines. This degree prepares the student for transfer to a baccalaureate degree program and includes substantial coursework in the humanities, social sciences, arts and liberal arts.
- C. *Associate Degree in Nursing (ADN)* – An applied degree designed for students pursuing nursing. This degree has substantial applied coursework and upon degree completion, allows the student to take the licensure exam and enter the workplace as a registered nurse.
- D. *Associate of Science (AS)* – A degree designed for students pursuing science, technology, engineering, mathematics, business and related disciplines. This degree prepares the student for transfer to a baccalaureate degree program and includes substantial coursework in mathematics, natural sciences, engineering, business and/or other related disciplines.

- E. *Certificate of Completion* – A credential granted to a student by LCCC upon completion of a coherent list of academic credit courses, which is less than the requirement for an associate degree.
- F. *Credit Diploma* – A credential granted to a student by LCCC upon completion of a list of academic credit courses, which is less than either an associate degree or a certificate of completion.
- G. *Degree* – A title granted to a student by LCCC on completion of a defined academic program of study approved by the Board of Trustees and the Wyoming Community College Commission.
- H. *Non-Credit Certificate* – A credential granted to a student by LCCC upon completion of a list of non-credit courses.
- I. *Program of Study* – An ordered sequence of instructional coursework in a specific programmatic area that upon completion leads to LCCC conferring an associate’s degree, an applied associate’s degree, a certificate of completion, a credit diploma, or granting a non-credit certificate.

## 5.0 Credential Types and Purposes

LCCC offers academic programs leading to credentials that are designed for transfer towards a baccalaureate degree at a four-year institution or for direct entry into/advancement in the workplace.

Credentials intended for transfer to a baccalaureate program at a four-year institution include:

- A. Associate of Arts (AA) degrees
- B. Associate of Science (AS) degrees


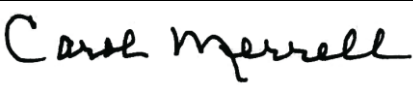
Credentials intended for occupational entry/advancement include:

- A. Associate of Applied Science (AAS) degrees
- B. Associate Degree in Nursing (ADN)
- C. Certificate of Completion
- D. Credit Diplomas
- E. Non-credit Certificates

## 6.0 Proliferation of the Curriculum

The Board of Trustees supports a robust, rigorous, and diverse curriculum to ensure a broad education is available to LCCC students. This curriculum though must be practical and relevant to the purpose of the degree and certificate programs offered by the College and at all times should be designed and offered in a way that supports student completion and success. The College must resist the temptation to expand the curriculum beyond what is essential for completion of a program of study properly aligned to achieve the purpose of the program as outlined in this policy.

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REQUIRED APPROVALS	NAME/SIGNATURE	DATE
Originator(s) Name(s)	President Joe Schaffer	12/10/13
Ratified by College Council	Kari Brown-Herbst, College Council Co-chair	1/10/14
Recommended by President (Signature)		1/10/14
Approval by Trustees (Signature)		TBD