

BLINN COLLEGE ADMINISTRATIVE REGULATIONS MANUAL

SUBJECT: *Graduation*

EFFECTIVE DATE: October 11, 2007; amended April 12, 2011, December 6, 2011, March 19, 2013, August 19, 2014, July 24, 2015, and April 25, 2024

BOARD POLICY REFERENCE: EGC

PURPOSE

GUIDELINES

The District offers the following degrees, certificates, and occupational skills achievement awards to students who meet applicable requirements:

1. Associate of Applied Science (AAS) degree
2. Associate of Arts (AA) degree
3. Associate of Arts degree with Field of Study (FOS)
4. Associate of Arts in Teaching (AAT) degree (Option A and Option B)
5. Associate of Science (AS) degree
6. Certificates - Level I, Level II, and Advanced Technical
7. Occupational Skills Award (OSA)

The purpose of the degree programs, shown in 1-5 above, is to provide university parallel and pre-professional curricula that enable students to enter the four-year institutions of their choice or their chosen career path. While the curricula suggested in the catalog links for AA (including FOS), AS, and AAT, degrees will satisfy the requirements of most senior institutions, students intending to transfer to a college or university should check on course and/or program transferability with that institution to ensure they are making the best educational choices. Academic Advisors are available to assist students in these decisions.

***GENERAL REQUIREMENTS FOR ASSOCIATE OF ARTS AND ASSOCIATE OF SCIENCE DEGREES**

The Associate of Arts and Associate of Science Degrees shall be awarded to those students fulfilling the general and specific degree requirements.

General requirements follow. Degree candidates shall:

1. Satisfy all the admission requirements.
2. Meet the degree requirements as outlined in the College Catalog at the time of first admission or as outlined in any subsequent Catalog issued prior to the date of graduation, provided the student meets the requirements no later than five years from the date of the catalog.
3. Meet the requirements listed in the College Catalog under which they are readmitted if their studies are interrupted for more than thirteen (13) consecutive months.
4. Earn at least sixty (60) college credit hours as defined by the degree program. Only academic courses are applicable. Technical and developmental courses are not applicable.
5. Earn at least twenty-five percent (25%) of their academic hours in residence at Blinn College.
6. Earn at least nine (9) semester credit hours of sophomore-level courses.
7. Transfer in (if applicable) no more than forty-five (45) college credit hours. Note: Students who

transfer to another college without graduating and who otherwise meet the minimum number of hours in residence are encouraged to transfer hours back and graduate.

8. Declare an area of degree concentration (major) appropriate for the degree sought. (See the degree listings at: <http://www.blinn.edu/academics/degrees-and-certificates.html>)
9. Complete all three (3) areas (reading, math, and writing) of the Texas Success Initiative (TSI).
10. Earn an overall grade point average of at least 2.0.
11. Make a formal application for graduation. This can be done online through myBLINN by clicking the Apply for Graduation icon and following the steps for currently enrolled students. All others may apply for graduation at: <https://dynamicforms.ngwebsolutions.com/Submit/Start/f81f642a-44f5-444a-98df-d94e0c0a051d?SSO=N>.
12. Clear all accounts owed to the College.
13. Clear all holds.

The Associate of Arts and Associate of Science degrees are designed to include Blinn's Core Curriculum, General Academic Electives, and Area of Concentration and/or Field of Study courses. These courses are specifically focused on commonality transfer requirements to area four-year colleges and universities. This allows students to achieve their associate and bachelor's degrees in the most efficient and cost-effective manner. However, students should still consult with an academic advisor within the College's advising office, or within their chosen division/discipline, to review options for multiple pathways that may be available at different colleges and universities.

***ASSOCIATE OF APPLIED SCIENCE DEGREE**

The AAS degrees are awarded in a wide variety of programs, each with its specific requirements. Check with an academic advisor regarding coursework and degree plans. For the most up-to-date award plans please refer to: <http://www.blinn.edu/academics/degrees-and-certificates.html>

General requirements follow. Degree candidates shall:

1. Satisfy all the admission requirements.
2. Meet the degree requirements as outlined in the College Catalog at the time of first admission or as outlined in any subsequent catalog issued prior to the date of graduation, provided the student meets the requirements no later than five years from the date of the Catalog.
3. Meet the requirements of the Catalog under which they are readmitted if their studies are interrupted for more than thirteen (13) consecutive months.
4. Earn at least sixty (60) college credit hours as defined by the degree program.
5. Earn at least twenty-five percent (25%) of their semester credit hours in residence with Blinn College.
6. Earn at least nine (9) semester credit hours of sophomore-level courses.
7. Complete the course requirements as outlined in the degree plan for the student's specified degree.
8. Complete all three (3) areas (reading, math, and writing) of the Texas Success Initiative Assessment (TSIA). (Note: AAS students must complete all three (3) areas, reading, math, and writing, unless given a special exception, of the Texas Success Initiative Assessment.)
9. Earn an overall grade point average of at least 2.0. (**Note:** Specific grade requirements that are higher than 2.0 may be required for the Health Sciences Programs.)
10. Make a formal application for graduation. This can be done online through myBLINN by clicking the Apply for Graduation icon and following the steps for currently enrolled students. All others may apply for graduation at <https://dynamicforms.ngwebsolutions.com/Submit/Start/f81f642a-44f5-444a-98df-d94e0c0a051d?SSO=N>

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****As per the Guidelines for Instructional Programs in Workforce Education (GIPWE):**

To meet SACSCOC guidelines, each degree must have a minimum of fifteen (15) semester hours of general education courses. The fifteen (15) hours of general education courses must be selected from the following areas and must include at least three (3) Semester Credit Hours in each area: Humanities/Fine Arts, Social/Behavioral Sciences, and Natural Sciences/Mathematics. Each institution should work with its SACSCOC representative concerning courses that meet these requirements. General education courses must be transferable courses found in the ACGM or on the College's approved academic unique need course inventory. Generally, these courses should be selected from the institution's core curriculum. See SACSCOC Principles of Accreditation for further information.

Certificate Concentrations:

For the most up-to-date award plans please refer to: <http://www.blinn.edu/academics/degrees-and-certificates.html>

General requirements follow. Certificate candidates shall:

1. Satisfy all the admission requirements.
2. Certificate level II students must take the TSI Assessment test. Students will not be allowed to register for classes until this requirement has been met. (Note: Certificate level II students must complete all three (3) areas (reading, math, and writing, unless given a special exception) of the Texas Success Initiative Assessment.
3. Meet the certificate requirements as outlined in the College catalog at the time of first admission or as outlined in any subsequent Catalog issued prior to the date of graduation, provided the student meets the requirements no later than five years from the date of the catalog.
4. Meet the requirements of the Catalog under which they were readmitted if their studies are interrupted for more than thirteen (13) consecutive months.
5. Earn at least twenty-five percent (25%) of their certificate hours at Blinn College.
6. Complete the course requirements as outlined in the award plan for the student's specified certificate.
7. Earn an overall grade point average of at least 2.0. (Note: Specific grade requirements that are higher than 2.0 may be required for the Health Sciences Programs.)
8. Make a formal application for graduation. This can be done online through myBLINN by clicking the Apply for Graduation icon and following the steps for currently enrolled students. All others may apply for graduation at:
<https://dynamicforms.ngwebsolutions.com/Submit/Start/f81f642a-44f5-444a-98df-d94e0c0a051d?SSO=N>
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Occupational Skills Award:

For the most up-to-date award plans please refer to: <http://www.blinn.edu/academics/degrees-and-certificates.html>

1. Satisfy all the admission requirements.
2. Meet the Occupational Skill Award requirements as outlined in the College Catalog at the time of first admission or as outlined in any subsequent catalog issued prior to the date of graduation, provided the student meets the requirements no later than five years from the date of the catalog.
3. Meet the requirements of the Catalog under which they were readmitted if their studies are interrupted for more than thirteen (13) consecutive months.
4. Earn at least twenty-five percent (25%) of their award hours at Blinn College.

5. Complete the course requirements as outlined in the award plan for the student's specified Occupational Skill Award.
6. Earn an overall grade point average of at least 2.0. (**Note:** Specific grade requirements that are higher than 2.0 may be required for the Health Sciences Programs.)
7. Make a formal application for graduation. This can be done online through myBLINN by clicking the Apply for Graduation icon and following the steps for currently enrolled students. All others may apply for graduation at: <https://dynamicforms.ngwebsolutions.com/Submit/Start/f81f642a-44f5-444a-98df-d94e0c0a051d?SSO=N>
8. Clear all accounts owed to the College.
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Additional Associate Degrees

With the following stipulations, students may obtain additional associate degrees.

1. A student who has received an AS may obtain an AA or AAT, but not another AS degree.
2. A student who has received an AA may obtain an AS, but not another AA or AAT degree.
3. A student who has received an AAT may obtain an AS but not another AAT or AA degree.
4. A student who has received an AAS may obtain an AA (or AAT) and/or AS by completing all degree requirements.
5. A student who has received an AAS may obtain an additional AAS degrees by completing all degree requirements.

Blinn College 42-Hour Core Curriculum

For the current academic year Core Curriculum listing, please refer to:

<http://www.blinn.edu/academics/core-curriculum.html>

GRADUATE GUARANTEE

Transfer Credit

The College guarantees to its Associate of Arts, Associate of Art in Teaching, Associate of Science, and Associate of Applied Science students who have met the requirements for the degree, beginning May 1993, and thereafter, that course credits will transfer to other public-supported Texas colleges or universities provided the following conditions are met:

1. Transferability means acceptance of credit toward a specific major and degree at a specific institution. These three (3) components must be identified by the student during the application for admission process prior to the first semester of enrollment at the College.
2. Limitations on total number of credits accepted in transfer, grades required, relevant grade point average, and duration of transferability apply as states in the general undergraduate catalog of the receiving institution.
3. Transferability refers to courses in a written transfer/degree plan filed in a student's file in the Academic Advising Office at the College.
4. Only college-level courses with Texas Higher Education Coordinating Board Community College Academic Course Guide Manual approved numbers are included in this guarantee.

If all above conditions are met and a course or courses are not accepted by a receiving institution in transfer,

the student must notify the Vice Chancellor, Academic Affairs at Blinn College within ten (10) days of notice of transfer credit denial so the “Transfer Dispute Resolution” process can be initiated.

If course denial is not resolved, the College will allow the student to take tuition-free alternate courses, semester hour for semester hour, that are acceptable to the receiving institution within a one-year period from granting of a degree at the College. The graduate is responsible for payment of any fees, books, or other course-related expenses associated with the alternate course or courses.

Job Competency

If a recipient of an Associate of Applied Science degree or Certificate in any program is judged by the graduate’s employer to be lacking in technical job skills identified as exit competencies by the College, the graduate will be provided up to nine (9) tuition-free credit hours of additional skill training by the College under the conditions of the following guarantee. Special conditions which apply to the guarantee include:

1. The graduate must have earned the Associate of Applied Science degree or Certificate beginning May 1993, or thereafter in a technical, vocational, or occupational program identified in the College’s general catalog.
2. The graduate must have completed requirements for the Associate of Applied Science degree or certificate with the College system, with a minimum seventy-five percent (75%) of credits earned at Blinn College and must have completed the degree or certificate within a five-year time span.
3. Graduates must be employed full-time in an area directly related to the area of the program concentration as certified by the Vice Chancellor, Applied Sciences, Workforce and Economic Development.
4. Employment must commence within two (2) months of graduation.
5. The employer must certify in writing that the employee is lacking entry-level skills identified by the College and validated by the College program advisory committee as program exit competencies and must specify the areas of deficiency within ninety (90) days of the graduate’s initial employment.
6. The employer, graduate, applicable instructional dean, job placement counselor, and appropriate faculty member shall develop a written educational plan for retraining.
7. Retraining shall be limited to nine (9) credit hours related to the identified skill deficiency and to those classes regularly scheduled during the period covered by the retraining plan.
8. All retraining must be completed within a calendar year from the time the educational plan is agreed upon.
9. The graduate and/or employer is/are responsible for the cost of books, insurance, uniforms, fees, and other course- related expenses.
10. The guarantee does not imply that the graduate will pass any licensing or qualifying examination for a particular career pathway.

A student’s sole remedy against the College and its employees for skill deficiencies shall be limited to nine credit hours of tuition- free education under the conditions described above. Activation of the “Graduate Guarantee Program” may be initiated by the graduate by contacting the Vice Chancellor, Academic Affairs or Vice Chancellor, Applied Sciences, Workforce and Economic Development within ninety (90) days of the graduate’s initial employment.