COURSES, CREDITS AND DEGREES

"What classes should I take?" is a common question/concern for all college students. In order to plan the most efficient and beneficial schedule there are several concepts that need to be understood in order to plan and choose courses.

Types of courses, course numbering, course credits, and degrees offered are all important considerations in college planning.

CATERGORIES OF GROUPS OF CLASSES

There are three groups of classes that are usually required by all colleges: 1. Humanities 2. Social Science 3. Science.

The terms Arts and Letters and Humanities are sometimes hard to differentiate. Usually Arts and Letters are used as a more encompassing term, but are also used interchangeably. Humanities include architecture, art, dance, drama, English composition, foreign language, literature, music, philosophy, and religion. Some schools also include history as humanities. Humanities requirements at many schools do not include activity or studio course such as drawing, sculpture, music performance, etc. Arts and Letters often include these areas, but there is no consistency among schools.

Social Sciences generally include the study of anthropology, economics, history, political science, psychology, sociology, women's studies, and sometimes geography, criminal justice and religion.

Natural Sciences generally refer to the study of "natural objects" including life sciences (biology and botany; physical science (geology, physics, and chemistry). Sciences include the natural sciences and sometimes geography and may include mathematics and computer science.

Because there are so many inconsistencies among schools in regards to which courses are considered Arts and Letters (Humanities), Social Science, and Science it is important to clarify this with each institution. This information is usually found in the college catalog.

Note: Most science courses require a "laboratory" course online or face-to-face which meets the science fundamental requirements. Depending upon the score one receives on a CLEP exam this requirement may be waived.

WHAT IS A COURSE NUMBER?

A course number is the means by which a course is identified or distinguishes from another. Each course has a different number. The course number may consist of a letter prefix such as WR, followed by a number, or it may consist of numbers only.

<u>What is the significance of Course Numbers?</u>

There are four categories of course numbers that are used at Chemeketa:

1. Developmental- Courses with a letter prefix numbered from one to 49. These numbers are used for courses that teach a level of difficulty determined to be below college level.
2. Career/Technical- Course with a letter prefix numbered from 50-99 and course with prefixes identified in the college catalog as career/technical such as DRF and WLD with number 100-299.

These numbers are used for courses that are designed to teach skills in a technical program which is planned to prepare a student for employment in one or two years. The following course prefixes indicate career/technical courses and may or may not transfer to a specific college even if the course is numbered 100-299: AH, APR, AUM, BT, CA, CAM, CVL, DEN, DRF, ELT, EMT, ENL, ES ,FE, FRP, HDF, HEM, HM, HOR, HS, HTM, MED, MT, NET, NUR, PHM, PLP, RD, RNW, SLP, SSP, VC, VMW, WFB, WLD

3. Transferable- Courses with a letter prefix numbered from 100-299. These numbers are used for courses that are intended to transfer to a four-year college or university. Courses with a letter prefix and numbered 300-499 are taught as junior and senior level courses at four-year institutions and are referred to as upper-division courses.

4. Non-Credit- Courses without a letter prefix. These numbers indicate that no credit is awarded for the class. These classes are meant to be special interest or enrichment courses, rather than courses for degree program.

What Does the Course Prefix Mean?

The letter prefix of a course number is an abbreviation for the subject matter or discipline of the course. Some course prefixes are the first letters of the subject such as PSY for psychology and CH for chemistry. Other prefixes are the letters for two words such as BA for Business Administration and BT for Business Technology. An abbreviation for a word is also used, such as HST for history and AUM for automotive.

What is a Course Sequence?

A sequence is a series of related courses which are usually numbered consecutively. Examples of sequence are GEOG105, 106, 107 or MTH211, 212, 213.

Many sequences are easy to identify because all of the courses in the sequence have the same name. Examples of this are: General Psychology PSY201, 202, 203 or American Literature ENG253, 254, 255. Sometimes sequences are composed of courses which are not consistently numbered such as PS201, 202, 205.

Must Courses be taken in Numerical or Sequential Order?

Courses with lower numbers do not necessarily have to be taken before courses with higher numbers. For example, Introduction to Psychology PSY100 does not have to be taken before General Psychology PSY201. Some courses in a sequence must be taken in order such as College Chemistry CH121, 122, 123. Other courses in a sequence may be taken out of order such as History of the United States (HST 201, 202, 203), or Introduction of World Literature (ENG107, 108, 109). To determine if course must be taken in order, you need to check prerequisites in the College Catalog.

What is a Course Prerequisite/Co-Requisite?

A course prerequisite is a condition which must be met before you may enroll in a course. Prerequisites usually are the completion of another course. For example first year Spanish, Term I SPN101 must be completed before enrolling in First Year Spanish, Term II SPN102. Prerequisites may also be such things as admission to a specific program, a minimum placement test score, or instructor consent. Co-requisite means that when you enroll in a particular course you must also be enrolled, during the same term, in any course listed as a co-requisite course.

WHAT IS A CREDIT HOUR?

Credit hour is a unit of measurement in college. Credit hours are determined by the number of hours spent in class per week. Usually a credit is given for each hour of classroom instruction a week for one quarter or term. However, exceptions to this rule include Physical Education, Art, and Science and Career/Technical courses and other classes which include laboratory work.

Lecture Classes

One credit is awarded for each three hours a week that a student is expected to spend either in class or in preparing for class. For example, WR121 English Composition meets for four hours of class sessions a week. In addition, students are expected to spend approximately two hours of reading, studying, and completing assignments for each hour spent in class. Therefore, a class meeting four hours a week and having approximately eight additional hours of homework a week is worth four credits and should take approximately 12 hours per week to complete.

Laboratory Classes

Laboratory classes, where minimal or no homework is expected, are awarded one credit for each three hours spent in class each week. For example, PE185 (Jogging) meets for three hours each week with little outside class work required. Therefore, one hour credit is awarded.

Lecture and Laboratory Courses Combined

Often classes are a combination of both lecture and laboratory. For example, BI101 General Biology meets three hours a week for lecture and three hours a week for lab. Three credits are given for the lecture part of the class and one credit for the lab, a total of four credits. Sometimes lecture and lab are not separated as clearly, or outside work is expected with the lab. In such cases, two credits might be awarded for four hours of lab, or some similar variation.

WHAT IS A CONTACT HOUR?

Contact hours refer to the amount of time spent in the classroom or laboratory. For example WR121 English Composition meets Monday and Wednesday from 9:30-11:20. This is considered four contact hours per week, and it is also awarded four credit hours. However, BI101 General Biology might meet Monday, Wednesday, and Friday from 9:30-10:20 for lecture, and from 8:30-11:20 on Tuesday for lab. This class meets for six contact hours but is assigned four credit hours; three credits for the lecture portion and one credit for the laboratory portion.

HOW DO QUARTER AND SEMESTER CREDITS DIFFER?

Quarter systems are divided into four academic terms (fall, winter, spring, summer) with most students attending three terms each year. The typical student attends fall, winter and spring and takes summer off. Each of these terms is about 10 weeks in length. Chemeketa Community College and all Oregon University System colleges are on the term or quarter system.

The semester system consists of two 15 week semesters (fall and spring) with a shorter summer semester. Several of Oregon's private colleges, and the majority of out-of-state colleges, use the semester system.

Converting Quarter Hours to Semester Hours

A quarter consists of approximately 10 weeks of instruction and a semester consists of approximately 15 weeks of instruction. A quarter is 2/3 (10 weeks) of a semester (15 weeks). Therefore, each quarter credit is equal to 2/3 of a semester credit. (Multiply number of quarter credits by .66 to determine semester credits). Often students who transfer from a quarter based systems to a semester system feel that they have "lost" credits because the credits are transferred to semester credits and they receive fewer semester hours than the quarter hours they have earned. When transferring term to semester credits, use the following equivalencies:

2 quarter credits transfer as 1 1/3 semester credits
3 quarter credits transfer as 2 semester credits
4 quarter credits transfer as 2 2/3 semester credits
5 quarter credits transfer as 3 1/3 semester credits
6 quarter credits transfer as 4 semester credits
7 quarter credits transfer as 4 2/3 semester credits
8 quarter credits transfer as 5 1/3 semester credits

Converting Semester Hours to Quarter Hours

Conversely, when semester credits are transferred to quarter credits, it appears that the student has gained credits. Since a semester is 1 ½ times (15 weeks) that of quarter (10 weeks), a semester credit is equal to 1 ½ times a quarter credit (multiply number of semester credits by 1.5 to determine quarter credits). The flowing equivalencies may be used to convert semester credit hours to quarter hours:

1 semester credit transfers as 1 ½ quarter credits
2 semester credit transfers as 3 quarter credits
3 semester credit transfers as 4 ½ quarter credits
4 semester credit transfers as 6 quarter credits
5 semester credit transfers as 7 ½ quarter credits

Transferring Credits

When transferring quarter credits to a semester system (or vice versa) it may be necessary to take more than the minimum credits required. For example, it may be necessary to take WR121 and 122 (English Composition) which total 8 quarter credits to meet the requirement of ENG 101 (English Composition) which may total 5 semester credits at another institution. On the other hand, that same college might accept PSY 201 (General Psychology) at 4 quarter credits for PSY 110 (General Psychology) at 3 semester credits.

WHAT IS A DEGREE? What do A.A., B.S., M.S,, Ph.D., stand for?

A college degree indicates that a person has followed a prescribed or outlined group of courses and successfully completed these. A student must have a minimum of a 2.00 grade point average (GPA) in all of these courses. For advanced degrees (those requiring five or more year of school) a 3.00 GPA is often required.

CLEP & College Challenge courses Exams

College Level Examination Program (CLEP) is a group of standardized exams that assess a student's college-level knowledge in several higher education subject areas that are administered at more than 1,700 colleges and universities across the United States created by CollegeBoard.
There are 2,900 colleges which grant CLEP credit. Each institution awards credit to students who meet the college's minimum qualifying score for that exam, which is typically 50, but it does vary by school and exam. The

tests are useful for students who have obtained knowledge outside the classroom, such as through independent study, job experience, or cultural interaction. CLEP also offers students (including international and homeschool students) the opportunity to demonstrate their proficiency in subject areas and bypass undergraduate coursework.

Education Portal & MOOC – Take fun, convenient courses to earn transferable college credit that can cut the cost of your degree up to 50%. Take the credit-granting exam paired with your course to earn credit that can be transferred to over 2,900 colleges.
https://education-portal.com/academy/get-credit.html

Challenge Course Exams: Credit by Challenge Examination
Another way to earn credit for some courses is to demonstrate your college-level ability by successfully passing challenge examinations, which are available for a limited number of courses. These examinations are prepared by the college department directly responsible for the instruction of the courses. There is a non-refundable fee of $45 for each exam. If you successfully complete the examination(s), you must pay tuition and fees for the course(s) before the grade(s) are recorded on your transcript.

Credit for prior learning
In certain career and technical education programs and transfer areas, Chemeketa may award you up to 24 credit hours for documented knowledge and skills that apply to the program in which you enroll. These may be skills you acquired through working, on-the-job training, volunteer service, non-credit courses or workshops, individual study, homemaking, and travel. There is a fee for each course assessed.

Credit for professional Certification
In specific career and technical education programs, Chemeketa may award credit for certified professional career training. If you are enrolling in such programs as Criminal Justice, Emergency Medical Technology/Paramedic, Early Childhood Education, Fire Science, or Apprenticeship, you may be eligible for a waiver of some basic preparation courses if defined criteria are met.
For more information, contact your program advisor or Advising and Counseling Services

Cooperative Work Experience Credit (CWE)
You may receive credit for an independent study of topics not included in the college's curriculum. If you are ready to learn on your own and are interested in studying a topic, contact your academic advisor or an instructor who teaches that subject. With that person, you can explore the possibility of an independent study project.

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Inside College

College Inside was created to provide much needed higher education opportunities to incarcerated adults. Our mission is to create meaningful change through exposure to new concepts, experiences, and responsibilities. Through education in the correctional environment, we strive to break the cycle of incarceration and return these men to their communities better than they came in.
http://collegeinside.org/

The Inside-Out Prison Exchange Program

Some community colleges and universities have partnered up with the Inside-Out Prison Exchange Program, providing hybrid classes within the corrections facilities. The class is designed and framed to create a space for

honest dialogue and real exchange between the "inside" and "outside" students. It is the authenticity of this exchange that makes Inside-Out unique. The result is a constructive dialogue that inspires participants to generate new ideas and fresh solutions to problems related to crime and the administration of justice. By encountering one another in a safe and respectful context, all participants are challenged to re-evaluate cultural stereotypes, resist generalizations, and fully meet one another as fellow members of the same society. Some of the goals of the program are to place a human face on justice issues and to change the tone and attitude of public opinion toward incarcerated individuals, one person at a time.

http://www.insideoutcenter.org/college-prison-courses.html

Undergraduate Degrees

Associate of Arts Oregon Transfer – the "AAOT" degree is considered a "two-year" degree. At Chemeketa this degree is a general education degree awarded to the graduates who takes courses transferable to a four- year college. To earn this degree, students must take courses in each of the major classifications of courses: arts and letters (often referred to as humanities), social sciences, mathematics/science, physical education/health, and English composition. Chemeketa's AAOT degree requires completion of a minimum of 90 quarter credit hours.
Associate of Science Oregon Transfer in Business – the "ASOT" degree is considered a "two-year" degree. Students who earn this degree will have fulfilled the lower division general education requirements at any of the Oregon University System (OUS) schools. Like the AAOT, this degree guarantees students admission to any OUS school with junior standing. Recipients of this degree, however, are not guaranteed admission to the business school/program at the university. Chemeketa's ASOT degree requires completion of a minimum of 90 quarter credit hours.

Associate of Science – the AS degree is considered a "two-year" degree. An Associate of Science degree indicates that a degree holder has completed requirements in writing, math, social science, humanities and science. Students may choose other elective courses to meet requirements in a particular transfer major such as engineering or science. Elective courses must be in transfer courses, not in career/technical courses. The degree is NOT considered a statewide transfer degree like the AAOT and the ASOT above because it does not automatically meet the general education requirements and guarantee admission as a junior like the statewide transfer degrees. The degree was intended to allow students to take fewer humanities and social sciences and more science or engineering courses before they transfer to a chosen college.

Associate of Applied Science – the "AAS" is considered a "two-year" degree. An Associate of Applied Science degree indicates that the degree holder has a concentration of courses in some subject matter. At Chemeketa, this degree is awarded to students who complete one of the career/technical programs outlined in the college catalog. Successful completion of 90 to 118 credit hours of specific course as outline in this catalog is required to receive an AAS degree from Chemeketa. This degree is not intended for transfer in most circumstances. Some agreements between Chemeketa and specific four-year institutions exist for specific programs. Students wanting to pursue one of these degrees should consult with an advisor.

Associate of General Studies – the "AGS" is considered a "two-year" degree. There are requirements in writing, math, social science, humanities and science. Students may choose other elective courses to meet requirements for a specific job or to supplement their current job. Chemeketa allows a maximum of 36 career/technical courses numbered 100 or above to be used as elective toward this degree. **This degree is not designed to meet degree requirements at four-year colleges.** Chemeketa's AGS degree requires completion of a minimum of 90 quarter credit hours.

Bachelor of Arts – the "BA" degree is considered a "four-year" degree and is awarded to students who complete a specified university curriculum, usually 180 or more quarter credits. A Bachelor of Arts degree usually can be

distinguished from Bachelor of Science degree by the requirement of proficiency in second year of foreign language. It may also require a specified number of additional credits in humanities or arts and letters. This degree is designed to be completed in four years and usually requires 180-192 quarter hours or 120-128 semester hours.

Bachelor of Science – the "BS" degree is considered a "four-year" degree and is similar to a Bachelor of Arts degree, except a foreign language is usually not a requirement. Instead, a specified number of science, math and/or computer science credits are required. These degrees usually require a minimum of 180 or more quarter hours and are designed for completion in four years. Many students take more than four years to complete a baccalaureate degree due to work schedules, caring for children and/or parents, transferring, taking course that don't apply for major, etc.

Post Baccalaureate Degrees

The term post baccalaureate degree refers to all degrees earned after receiving a BS or BA or other four-year college degree. The number of credit hours and other requirements for post baccalaureate degrees vary considerably depending upon the degree-granting institution. In addition to a specified GPA, admission to post baccalaureate degree programs is often based on scores received on written examinations.

Master's degrees usually represent 45-90 quarter credit hours after completion of a Bachelors of Science or Arts degree. Part of these 45-90 hours of course work may involve writing a thesis or research paper. Oral and/or written comprehensive examinations are usually a requirement for awarding a master's degree.

The Most Common Master's Degrees are:

M.A. Master or Arts
M.S. Master of Science
M.B.A. Master of Business Administration
M A T Master of Arts in Teaching
M.F.A. Master of Fine Arts
Ed.M Master of Education

A doctorate is the highest level or most advanced degree. A doctorate usually represents seven to nine years of course work, which includes four years of baccalaureate work and three or more years of post-baccalaureate work. A master's degree is not a prerequisite for receiving a doctorate, but work completed for a master's degree sometimes may be applied toward a doctorate. A doctorate usually requires research.

The Most Common Doctorates are:

Ph.D. Doctor of Philosophy
Ed. D Doctor of Education
M.D. Medical Doctor
J.D. Doctor of Jurisprudence