

Criteria for proposing transfer level courses that do not have a lower division parallel at a California State University or the University of California

If a lower division parallel course that meets the criteria in the Curriculum Handbook, taught at CSU or UC cannot be found the following criteria must be met and the information must be presented to the Academic Council for approval of baccalaureate status (transferability to California State University.)

***Course Expectations**

(A) The course is presented in a manner that requires of students:

a. a level of intellect, skill, prior knowledge, and maturity consistent with entry-level collegiate expectations and the stated prerequisite(s), if any for that course; b. learning skills and a vocabulary necessary to master the subject matter of a baccalaureate level course; and c. the capacity to think critically and to understand and apply concepts.

(B) The course:

a. treats subject matter with an intensity and pace that establishes an expectation for significantly greater learner independence than that required at the secondary level; and b. requires the student to continue development of communication skills appropriate for higher education.

(C) Coursework that: (one or more must apply)

a. enhances understanding of analytical, intellectual, scientific, or cultural concepts and traditions generally shall be considered baccalaureate level.
b. enhances understanding of occupational and professional fields usually requiring experience in higher education a prerequisite to employment in such field may be considered baccalaureate level if it includes attention to appropriate theories and concepts. c. provides instruction in occupational fields not usually requiring experience in higher education as prerequisite to such field may be considered baccalaureate level if the primary emphasis is upon understanding the theories and concepts that underlie practice rather than only upon the development of technical skills required for immediate employment.

(D) A similar course is taught at 3 California Community colleges as a CSU or UC transferable course.

* These course expectations were excerpted from the CSU document “Considerations Involved in Determining What Constitutes a Baccalaureate Level Course” by the Academic Senate of the California State University-November 7, 1986. The complete document can be accessed at the Academic Council homepage-see address below.

**Forms and instructions for submission are available on the Academic Council Homepage <http://www.cabrillo.edu/%7Ebkrein/AcademicCouncil/index.html>
Submit the form with attached documentation and a copy of the course outline to Brad Krein, Chair of the Academic Council. It is advisable to attend the AC meeting when your course is being evaluated to answer any questions the committee may have.**