



# SAN DIEGO COMMUNITY COLLEGE DISTRICT

## Administrative Procedure

### Chapter 4 – Academic Affairs

#### AP 5050 – ARTICULATION

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The Colleges shall actively participate in articulation efforts to benefit prospective and current students for a smooth transition between colleges and other educational institutions. These efforts shall support student success by establishing, updating, and disseminating articulation agreements with regionally accredited universities to reduce barriers for students when transferring to another institution. Articulation agreements shall be designed to reduce the loss of credit or repetition of coursework from one institution to another, complete the educational goal in a timely fashion, and assure that students have the proper instruction and academic preparation to be successful at the next institution.

The College Articulation Officer shall coordinate and maintain articulation agreements with regionally accredited colleges and universities. Articulation activities shall be guided by the procedures outlined in the current edition of the California Articulation Policies and Procedures Handbook published by the California Intersegmental Articulation Council, a professional organization of California Community College and University Articulation Personnel.

The College Articulation Officer shall:

- Work with instructional faculty to design and develop transferable courses
- Identify courses needing articulation with baccalaureate level institutions;
- Identify comparable courses at other regionally accredited colleges and universities;
- Propose courses to universities and appropriate committees for articulation approval; and
- Maintain documentation of each agreement consisting of a formal written agreement between the “sending” college identifying courses (or a sequence of courses) that are comparable to, or can be taken in lieu of, courses at the “receiving” university.

The College Articulation Officer shall develop agreements with receiving universities and systems, including the UC and CSU systems, as well as private/independent or out-of-state universities where patterns of student transfer are identified, and when such agreements would benefit the transfer process at both the receiving institution and the College. These agreements should ensure the college’s transfer courses meet university:

- Baccalaureate degree credit requirements, including the UC Transfer Credit Agreement (UC TCA);
- General education requirements, including the CSU General Education – Breadth (CSU GE) pattern and the Intersegmental General Education Transfer Curriculum (IGETC); and
- Major preparation requirements.

In addition, the College Articulation Officer shall work with discipline faculty to participate in statewide articulation programs administered through the California Community College system, including:

- Associate Degrees for Transfer (ADTs); and
- The Course Identification Number (C-ID).

Articulation and transfer resources are available on the College's articulation website. The Articulation System Stimulating Inter-institutional Student Transfer (ASSIST) website ([www.assist.org](http://www.assist.org)) is the official repository of articulation for California's public colleges and universities.

The colleges shall not form articulation agreements with non-regionally accredited institutions.

References: Education Code Sections 66720-66744;  
Title 5 Section 51022(b);  
WASC/ACCJC Accreditation Standard II.A.10

Approved by  
the Chancellor: February 10, 2017

Supersedes: New Procedure