
**Allan Hancock Joint Community College District
Board Policy
Chapter 4 – Academic Affairs**

BP 4050 ARTICULATION

Allan Hancock College will articulate its programs and courses with District high schools and with four-year colleges and universities. Course articulation is the process of developing a formal, written agreement that identifies courses (or sequences of courses) on a “sending” campus that are comparable to, or acceptable in lieu of, specific course requirements at a “receiving” campus. Articulation activities include, but are not limited to the following:

1. discipline-specific coordination of course content and levels of student competency;
2. periodic meetings with high school, college and university personnel to discuss course continuity, share best practices, and provide a smooth transition from the secondary level to the two-year or four-year post-secondary level;
3. cooperative transition programs with selected four-year colleges and universities;
4. program and course approval for transfer to four-year colleges and universities.

Articulation agreements will be developed and maintained.

Adopted: 6/20/00

Revised: 1/10/17

(Replaces Board Policy 6902)

Allan Hancock Joint Community College District
Administrative Procedure
Chapter 4 – Academic Affairs

AP 4050 ARTICULATION

1. Articulation with Local High Schools.

- a. College faculty and administrators will meet regularly with their respective counterparts or with other appropriate personnel in service-area high schools to discuss course content, progress of students from high school courses to college-level courses and various programs offered at the college.
- b. College faculty and administrators will explore articulation opportunities with local K-12 partners when Concurrent Enrollment is not feasible.
- c. Students must be currently enrolled in Allan Hancock College credit courses to be eligible to receive articulation credit.
- d. Eligible students must minimally earn a letter grade of a “B” or better in the articulated course. Students must apply for credit within 3 years after the last day of the course, in order to be eligible to receive articulated credit.

2. Articulation with California Four-Year Colleges and Universities

- a. The college will maintain and seek to expand the college’s University Transfer Center (UTC) guaranteed transfer programs.
- b. The college will participate in the C-ID project (Course Identification Numbering System) and in ASSIST (Articulation System for Stimulating Intersegmental Transfer).
- c. The college will maintain articulation agreements with the CSU and UC systems for baccalaureate level acceptance of all Allan Hancock College courses numbered 100 through 199. The college will annually submit proposed revisions.
- d. The college will update the Intersegmental General Education Transfer Agreement (IGETC), California State University General Education (CSU GE) and University of California Transferability (UCT) lists to include new courses and submit the list annually to the University of California and California State University systems.
- e. The college will have a designated articulation officer responsible for maintaining articulation agreements and seeking new agreements.
- f. Instructional faculty will be encouraged to maintain program currency and communication with neighboring four-year colleges and universities.

- g. Individual courses and programs will be articulated with selected CSU's, UC's, and with independent colleges and universities.
- h. The college will encourage active four-year college and university participation on the University Transfer Center's advisory committee.
- i. College representatives will attend annual California articulation conferences.

Legal Reference: Title 5, Section 51022

Approved: 6/20/00
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