

Associate of Arts Transfer (AAT) and Associate of Science Transfer (AST)

INTENT and BACKGROUND

The Associate of Arts Transfer and Associate of Science Transfer degrees were created to meet the requirements of HB 2998 to prepare students for transfer to a public university in Oregon and have receive junior status in the major course of study at the public university in a specific Bachelor of Arts or Bachelor of Science degree program.

OAR

[OAR 589-006-0050 \(7\)](#) Associate of Arts Transfer

[OAR 589-006-0050 \(10\)](#) Associate of Science Transfer

Oregon Administrative Rule above defines the “Associate of Arts Transfer degree” and the “Associate of Science Transfer degree” as lower division major specific undergraduate awards issued by a community college that indicates satisfactory completion of a course of study that is intended to prepare students for transfer to a public university in Oregon and have junior standing in a specific major Bachelor of Arts or Bachelor of Science degree. Courses of study leading to a major in the Humanities, Social Sciences, or Arts will generally be embedded in the Associate of Arts Transfer degree; courses of study leading to a major in a STEM discipline will generally be embedded in the Associate of Science Transfer degree. The classes, outcomes and completion standards for the major-specific elements within Associate of Arts and Associate of Science Transfer degrees are defined by a statewide memorandum of understanding between participating community colleges and public universities. In majors where junior standing within 90 credits is not possible, students who complete an Associate of Arts Transfer or Associate of Science Transfer degree will have equivalent status to students who started at a public university in the same major. Each new major specific Memoranda of Understanding (MOU) is signed by the required public higher education institutions. Each new statewide associates’ degree will be approved by the Commission.

All course, class standing, or GPA requirements for specific majors, department, or schools are not necessarily satisfied by an Associate of Arts Transfer or Associate of Science Transfer degree.

GENERAL GUIDELINES

- A student must complete a total of 90 quarter credits to be awarded the Associate of Arts or Associate of Science Transfer degree. The requirements of the specific award may not exceed 108 quarter credits.

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- All courses should be aligned with the student's intended program of study and the degree requirements of the baccalaureate institution to which the student plans to transfer. A student is encouraged to work with an advisor in the selection of courses.
- All courses must be passed with a grade of "C-" or better. Students must have a minimum cumulative GPA of 2.00 at the time the AST or AAT is awarded.
- The Associate of Arts and Associate of Science Transfer degrees include at least 8 courses/minimum 30 credits of embedded coursework called the Core Transfer Map (CTM). (see requirements below) Unless noted otherwise in the specific major requirement for an individual AST or AAT award, courses used to satisfy CTM requirements may also be used to satisfy major requirements.
- Each Associate of Arts and Associate of Science Transfer degree must include major specific requirements. The specific courses and categories required are determined by the [Major-specific Memoranda of Understanding](#). All individual courses required in the major specific requirements will apply to major, general education, and/or degree requirements at each of the Oregon public universities.

CORE TRANSFER MAP REQUIREMENTS

- All CTM courses must be a minimum of 3 credits.
- The CTM includes 6 specific course categories, and students must complete at least 8 courses across those 6 categories; the CTM must also total a minimum of 30 credits. If the completion of the 8 required courses does not total 30 credits, any additional course designated as meeting the statewide criteria for Arts and Letters, Social Sciences, or Math/Science/Computer Science may be used to bring the total to 30 credits.
- A completed CTM will apply to at least 30 credits of general education requirements for a bachelor's degree at any Oregon public university.
- Individual AST or AAT majors may designate that specific courses must be taken to fulfill the CTM requirements for that major, as outlined in the major specific requirements in the specific MTM MOU.

CTM Course Categories and Criteria:

- *Writing:* College/English Composition 1 (Writing 121)
- *Mathematics:* **One** course in college-level mathematics designated by the MTM workgroup as meeting the statewide criteria for mathematics.
- *Arts and Letters:* **Two** courses designated as meeting the statewide criteria for Arts and Letters.
- *Social Sciences:* **Two** courses designated as meeting the statewide criteria for Social Sciences.
- *Natural Sciences:* **Two** laboratory courses in biological and/or physical sciences designated as meeting the statewide criteria for Math/Science/Computer Science.

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- *Cultural Literacy*: One of the required courses selected for Arts and Letters, Social Sciences, or Natural Sciences must also be designated as meeting the statewide criteria for cultural literacy.

MAJOR REQUIREMENTS

- Students must complete the specific requirements appropriate to the individual designated AST or AAT major, as outlined in the major specific requirements in this Handbook.
- Individual AST or AAT majors may designate that specific courses must be taken to fulfill the CTM requirements for that degree, as outlined in the [major specific MOU found on the HECC Website](#) and major specific course requirements are also outlined in this handbook.
- All specific courses designated in the major specific requirements for an individual AST or AAT will be transferable and apply to requirements in the major at any Oregon public university, except as noted in the major specific requirements in the MOU and outlined in the major specific section of this handbook.

ELECTIVES

- Any college-level course designated by the college as acceptable.
- Up to 12 credits of collegiate-level Career and Technical education courses.
- Individual AST or AAT majors may recommend specific elective courses and/or indicate where specific elective courses may be required by individual public universities in Oregon.

NOTES AND CLARIFICATIONS

1. Community colleges may not add graduation requirements at the local level. The total credits should not exceed the number required to meet these course requirements within the college's credits structure.
2. Required courses are indicated using descriptors; where a specific course number is used by a plurality of colleges and universities, that number is indicated in parentheses.
3. Although they are important in terms of preparation, courses that are developmental in nature are designed to prepare students for college-level work and are not counted in the 90 quarter hours required for the AAT or AST. However, it is recommended that students and advisors note that grades earned in developmental courses will likely count in the cumulative grade point average (GPA) at the community college. It is also advised to work early with the receiving 4-year institutions and determine what policy/practice is in place

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in calculating cumulative GPA upon transfer (since developmental courses will not transfer).

4. The CTM requirements represent minimal skill competencies. Each community college may provide information on how students may demonstrate competency in lieu of completing the course(s). However, Oregon public universities have differing policies on institutionally administered exams (sometimes called Challenge Exams) and students should contact the admissions counselor or intake advisor at the university students intend to transfer to for more information.
5. All CTM courses must meet the statewide outcomes and criteria for the specific area. These can be found in the [Outcomes and Criteria for Transferable General Education Courses in Oregon](#) page of this Handbook. Each college designates which of its courses it has approved as meeting the criteria for each of these specific areas in its catalog.
6. The second year of a foreign language, but not the first year, may be included among courses that count toward the Arts and Letters requirement. American Sign Language (ASL) is considered a foreign language.
7. WR 115 may be included in the AAT or AST degree as an elective providing that the WR 115 course at the community college has been approved by the Office of Community Colleges and Workforce Development as meeting statewide learning outcomes for the course.
8. The AAT and AST integrate the Core Transfer Map (CTM), a module that fulfills at least 8 courses/minimum 30 credits of General Education requirements for the baccalaureate degree at all Oregon public universities. The specific General Education requirements fulfilled at each Oregon public university through the completion of the CTM can be found [here](#).
9. The AAT and AST do not necessarily meet all of the lower-division major, general education, or degree requirements that each public university in Oregon may have. Students may need to take additional introductory work to prepare for certain majors at certain universities, and should check with an advisor regarding availability at their local community colleges.
10. All courses must be passed with a C- or better. If a course is taken as a P/NP and the student receives a "Pass" ("P"), it is considered equivalent to a C- or better at all Oregon community colleges. However, it is recommended that students take courses for a letter grade and not P/NP; some individual AAT or AST majors may limit P/NP options for specific requirements, and such limits will be noted in the major specific requirements in the MOU and will be outlined in the major specific section in this handbook for the individual major as outlined in this handbook.
11. For purposes of the AAT and AST degree, no student with a disability shall be denied the degree or the benefits flowing therefrom with respect to admission and matriculation at a state university because the student has been granted an academic adjustment or program modification in any course required for the AAT and AST degree. This provision includes course substitutions when granted as a disability accommodation in the manner prescribed by the student's

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community college. This provision may not necessarily apply to major specific course requirements or prerequisites.

12. Oregon Community Colleges will consider a course substitution request on a case-by-case basis, based on the student's disability as determined by documentation as long as there is no substantial change to the course learning outcomes. Before considering a course substitution, assistive technology, tutoring, or other reasonable accommodations will be considered in an effort to enable the student to succeed in standard course work. However, nothing in these guidelines should be interpreted as requiring the student to attempt and fail a standard course, including one made more accessible through reasonable accommodation, before consideration will be given to a request for course substitution. A course substitution will not automatically be made simply because the student has documentation of a disability impacting a particular area of academics. Requesting a course substitution should follow the process listed below.
 - a. The student must request a disability-related course substitution through the designated Disability Services representative and provide appropriate documentation.
 - b. The Disability Services Office will contact the vice president or college designee to determine whether the substitution course would result in a substantial change in the course learning outcomes. iii. If the substitution would result in a substantial change in the course learning outcomes, the substitution will be denied.
 - c. If the substitution does not result in a substantial change in the course learning outcomes it will be approved.
13. When students complete courses at more than one Oregon community college, the AAT- or AST-granting institution will apply courses that students transfer in from other Oregon community colleges to meet Core Transfer Map and Major requirements as intended and as identified by the approved course lists at the community college where and when they were taken. This is in recognition of the responsibility each college bears to create the lists based on the Outcomes and Criteria outlined in the [Outcomes and Criteria for Transferable General Education Courses in Oregon](#) page of this Oregon Community College Handbook and Planning Guide.