



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**

*James C. Williamson, Ph.D.*

*President*

15 September 2017

**IMPORTANT INFORMATION**

**MEMORANDUM**

**TO:** Members of the State Board of Community Colleges  
Community College Presidents  
Boards of Trustees Chairs  
Community College Chief Academic Officers, Chief Admissions Officers, Basic Skills Directors, Business Officers, Continuing Education Officers, Customized Training Directors, Distance Learning, Chief Financial Officers, Continuing Education Officers, Financial Aid Officers, Planners, Public Information Officers, Registrars, Student Development Administrators, & Other Interested Parties

**FROM:** Q. Shanté Martin, *NCCCS General Counsel*

**RE:** **Proposed Amendment of 1D SBCCC Subchapter 400 – “Curriculum”**

The State Board of Community Colleges (SBCC) has initiated the rulemaking process to amend **1D SBCCC Subchapter 400 – “Curriculum”** to incorporate rules for Career and College Promise pursuant to Session Law 2011-145. The amendment also incorporates the addition of new degrees (Associate of Engineering, Associate in Fine Arts (AFA) in Music, AFA in Theatre, AFA in Visual Arts, Associate in General Education in Nursing) approved by the State Board of Community Colleges. In addition, rules are incorporated for the Curriculum Program Application Process approved in 2012. The updates are provided to reflect provisions approved under the 2014 Comprehensive Articulation Agreement and approved for Work Based Learning by the State Board of Community Colleges in 2013.

**The proposed amendment is published on the NC Community College System's website, [www.nccommunitycolleges.edu](http://www.nccommunitycolleges.edu), under "State Board Code."** For your convenience, a copy of the proposed rule, with the changes indicated, is attached to this memorandum. Please post a copy of the proposed rule in prominent places so that all individuals affected by the proposed changes will be informed.

Any member of the public has the right to submit written comments on the proposed rule. Please note that any person who submits a public comment on behalf of their community college should comply with their college's local process for submitting comments on a proposed rule. **Written comments on the rules must be received by no later than 5:00 p.m. on October 15, 2017.** Any member of the public has the right to request a hearing on the proposed rules.

**Requests for a hearing must be received by no later than 5:00 p.m. on September 30, 2017.** Written comments and requests for hearing shall be directed to the following address: Q. Shanté Martin, 200 W. Jones Street, 5001 Mail Service Center, Raleigh, NC 27699-5001 or by email to [publiccomments@nccommunitycolleges.edu](mailto:publiccomments@nccommunitycolleges.edu). Thank you for your attention to this matter.

**CC17-041  
E-mail Copy**

Attachments



# State Board of Community Colleges Code

## Notice of Proposed Rulemaking Form

Date: 15 September 2017

<b>Title, Chapter, Subchapter, and Rule Number of Rule Proposed to be Adopted, Amended, or Repealed</b>	Amend 1D SBCCC Subchapter 400 – “Curriculum”
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**Specify whether the SBCC proposes to adopt amend, or repeal a rule:**

Adopt (new rule)	Amend (change existing rule)	Repeal (delete entire rule)
	<b>X</b>	

<b>Rationale for proposed adoption, amendment or repeal:</b>	<p>1D SBCCC Subchapter 400 – “Curriculum” is proposed for amendment to incorporate rules for Career and College Promise pursuant to Session Law 2011-145. The amendment also incorporates the addition of new degrees (Associate of Engineering, Associate in Fine Arts (AFA) in Music, AFA in Theatre, AFA in Visual Arts, Associate in General Education in Nursing) approved by the State Board of Community Colleges. In addition, rules are incorporated for the Curriculum Program Application Process approved in 2012. The updates are provided to reflect provisions approved under the 2014 Comprehensive Articulation Agreement and approved for Work Based Learning by the State Board of Community Colleges in 2013.</p>
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<b>Proposed Effective Date of Rule</b>	December 1, 2017
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1                   **STATE BOARD OF COMMUNITY COLLEGES CODE**

2                               **TITLE 1 – COMMUNITY COLLEGES**

3  
4                                       **CHAPTER D. EDUCATION PROGRAMS**

5  
6   **SUBCHAPTER 400. CURRICULUM**

7  
8       **1D SBCCC 400.1 Curriculum Definitions**

9       **RESERVED FOR FUTURE CODIFICATION**

10       The following terms shall have the following meanings throughout this Title.

11       (a) Archived Course: A curriculum course that is archived from the Combined Course  
12               Library will be given an end term date and permanently stored in the Combined Course  
13               Library database. The course may no longer be offered by a college or be included  
14               in a proposed program of study. The course prefix and number of an archived course  
15               remain intact and may not be used for any other course.

16       (b) Contact Hour: The actual time of student attendance in a class or lab.

17       (c) Credit Hours:

18               (1) Class: Credit of one semester hour is awarded for each 16 hours of lecture and  
19               other instruction provided in a class under the supervision of an instructor.

20               (2) Clinical Practice: Credit of one semester hour is awarded for each 48 hours of  
21               clinical practice. Clinical practice provides an opportunity for health science  
22               students to apply knowledge and skills in their delivery of care in a health care  
23               setting. A qualified faculty member, clinical instructor, or preceptor, as defined by  
24               the program related approving or accrediting body, shall supervise clinical practice  
25               to provide the student with learning experiences related to the program and to  
26               monitor and assess the student's application of skills. Clinical practice may utilize  
27               experiences that simulate realistic clinical experiences to meet the curriculum and  
28               course objectives. The percentage of simulation experiences substituting for  
29               traditional clinical practice and the qualifications of faculty providing the simulation  
30               experience must comply with the guidelines of the applicable health science  
31               accrediting and approving bodies.

1 (3) Experiential Laboratory: Credit of one semester hour is awarded for each 32 hours  
2 of "experiential laboratory work." Experiential laboratory work means instruction  
3 given to a student by an instructor to increase the student's knowledge and skills  
4 without immediate student application.

5 (4) Faculty Directed Laboratory: Credit of one semester hour is awarded for each 48  
6 hours of "faculty directed laboratory." Faculty directed laboratory means  
7 instructional activities are demonstrated or conducted by an instructor with  
8 immediate student application.

9 (5) Work-Based Learning: Credit of one semester hour is awarded for each 160 hours  
10 of work-based learning (WBL curriculum prefix courses). Work-based learning is  
11 the development of job skills by providing the student with employment that is  
12 directly related to the educational program, and coordinated by a college  
13 representative.

14  
15 History Note: Authority G.S. 115D-5; 115D-54; S.L. 1995, c. 625;

16 Eff. December 1, 2017.

17  
18 **1D SBCCC 400.2 Admission to Colleges**

19 (a) Each college shall maintain an open-door admission policy to all applicants who are  
20 legal residents of the United States and who are either high school graduates or are  
21 at least 18 years of age. Community colleges shall not solicit or use information  
22 regarding the accreditation of a secondary school located in North Carolina that a  
23 person attended as a factor affecting admission to the college or to any program of  
24 study, loans, scholarships, or other educational activity at the community college,  
25 unless the accreditation was conducted by a State agency. For purposes of this  
26 Section, the term "accreditation" shall include certification or any other similar approval  
27 process. Officials of each college shall perform Student-student admission processing  
28 and placement ~~determination.~~ ~~determinations shall be performed by the officials of~~  
29 each college. Admission requirements for an emancipated minor shall be the same  
30 as for an applicant 18 years old or older. Provisions with respect to admission of  
31 minors are set forth in 1D SBCCC 200.95 and 1D SBCCC 300.4.

1 (b) For the purposes of this Section, "undocumented immigrant" means any immigrant  
2 who is not lawfully present in the United States. Community colleges shall admit  
3 undocumented immigrants under the following conditions:

4 (1) Community colleges shall admit an undocumented immigrant only if he or she  
5 attended and graduated from a United States public high school, private high  
6 school, or home school that operates in compliance with State or local law;

7 (2) When determining who is an undocumented immigrant, community colleges shall  
8 use federal immigration classifications;

9 (3) Undocumented immigrants admitted under Subparagraph (b)(1) of this Rule ~~must~~  
10 shall comply with all federal and state laws concerning financial aid;

11 (4) An undocumented immigrant admitted under Subparagraph (b)(1) of this Rule shall  
12 not be considered a North Carolina resident for tuition purposes. Colleges shall  
13 charge all ~~All~~ undocumented immigrants admitted under Subparagraph (b)(1) of  
14 this Rule ~~must be charged out of state~~ out-of-state tuition whether or not ~~they~~ the  
15 undocumented immigrant ~~reside~~ resides in North Carolina;

16 (5) When considering whether to admit an undocumented immigrant into a specific  
17 program of study, community colleges shall take into account that federal law  
18 prohibits states from granting professional licenses to undocumented immigrants;  
19 and

20 (6) Students lawfully present in the United States shall have priority over any  
21 undocumented immigrant in any class or program of study when capacity  
22 limitations exist.

23 (c) Boards of trustees may adopt policies regulating admission and graduation of students  
24 enrolled in courses mandated under G.S. 17C, North Carolina Criminal Justice  
25 Education and Training Standards Commission, or G.S. 17E, North Carolina Sheriffs'  
26 Education and Training Standards Commission. These policies may limit enrollment  
27 to law enforcement officers or persons sponsored by law enforcement agencies and  
28 may require a student to maintain sponsorship by a law enforcement agency until  
29 completion of the program. Policies adopted pursuant to this Paragraph shall be  
30 published and made available to students and prospective students.

- 1 (d) Any college suspending or expelling a student for non-academic disciplinary purposes  
2 shall record the suspension or expulsion in the student's educational record. Upon  
3 receipt of a written request signed by the student and subject to all applicable privacy  
4 laws, each college shall, in accordance with the student's request, inform other  
5 colleges and universities of the term and circumstances of the student's non-academic  
6 disciplinary suspension or expulsion, if any. Boards of trustees may adopt policies  
7 refusing admission to any applicant during any period of time that the student is  
8 suspended or expelled from any other educational entity.
- 9 (e) Boards of trustees may adopt policies refusing admission to any applicant if it is  
10 necessary to protect the safety of the applicant or other individuals. When making a  
11 safety determination, colleges may refuse admission to an applicant when there is an  
12 articulable, imminent, and significant threat to the applicant or other individuals.  
13 Colleges refusing admission on the basis of a safety threat shall document the  
14 following:
- 15 (1) Detailed facts supporting the rationale for denying admission;
  - 16 (2) The time period within which the refusal to admit shall be applicable and the  
17 supporting rationale for the designated time period; and
  - 18 (3) The conditions upon which the applicant that is refused would be eligible to be  
19 admitted.
- 20 (f) Boards of trustees shall implement an appeals process for applicants denied  
21 admission pursuant to either Subsection (e) or denied enrollment pursuant to  
22 Subsection (h) of this Section.
- 23 (g) Boards of trustees may adopt policies refusing admission to any applicant who is not  
24 a resident of North Carolina who seeks enrollment in any distance education course  
25 only if that applicant resides in a State where the college is not authorized to provide  
26 distance education in that State.
- 27 (h) Except for courses governed by subsection (c) above, if a community college has a  
28 program or develops a program that requires students to possess a firearm, that board  
29 of trustees shall adopt local policies requiring proof of eligibility to possess firearms to  
30 be enrolled in such program. For the purposes of this Section, "firearms" shall have

1 the same definition as G.S. 14-409.39(2). For the purposes of this Section, proof of  
2 eligibility shall include:

- 3 (1) Any current, valid State-issued permit to purchase a firearm;
- 4 (2) A current, valid State-issued concealed carry permit from North Carolina;
- 5 (3) A current, valid State-issued concealed carry permit from a state with a reciprocal  
6 concealed carry agreement with North Carolina;
- 7 (4) Proof of an exemption from permit requirements pursuant to G.S. 14-415.25; or
- 8 (5) A background check that is determined by the college. The sole purpose of the  
9 background check shall be to determine whether an applicant can lawfully possess  
10 a firearm in North Carolina pursuant to G.S. 14-269.8, G.S. 14-404(c), G.S. 14-  
11 415.1, G.S. 14-415.3, and G.S. 14-415.25.

12  
13 *History Note: Authority G.S. 115D-1; 115D-5; 115D-20;*

14 *Eff. February 1, 1976;*

15 *Amended Eff. December 1, 2017; March 1, 2016; November 1, 2014;*  
16 *July 10, 2010; January 1, 2006; January 1, 1996; September 1, 1993;*  
17 *January 1, 1987; May 1, 1982.*

### 18 19 **1D SBCCC 400.3 Program Classification**

20 The following ~~criteria~~ definitions are used for classifying the curriculum programs offered  
21 in the North Carolina Community College System.

22 ~~(1) Curriculum Programs:~~

23 (a) Curriculum Programs: A curriculum program is an organized sequence of courses  
24 leading to an associate degree, a diploma, or a certificate. ~~All curriculum~~ Curriculum  
25 programs are designed to provide education, training, or retraining for the ~~work~~  
26 ~~force.~~ work force, transfer to four-year colleges and universities, or to confer general  
27 liberal arts degrees.

28 (1) Certificate programs lead to employment or provide skills upgrading or retraining  
29 for individuals already in the workforce. A certificate program may be a stand-  
30 alone curriculum program title, or a college may award a certificate under the



1 college's associate degree or diploma curriculum program for a series of courses  
2 taken from the program of study.

3 (2) Diploma programs provide entry-level employment training. A diploma program  
4 may be a stand-alone curriculum program title, or a college may award a diploma  
5 under the college's associate in applied science degree curriculum program for a  
6 series of courses taken from the program of study and structured so that a student  
7 may complete additional non-duplicative coursework to receive an associate in  
8 applied science degree.

9 ~~(1)~~(3) Associate degree programs are planned programs of study culminating in an  
10 associate in applied science, associate in arts, ~~associate in science, associate in~~  
11 engineering, ~~associate in fine arts in music, theatre, and visual arts, associate in~~  
12 fine arts, ~~associate in science, or~~ associate in general education or associate in  
13 general education nursing degree.

14 (A) The associate in applied science degree programs are designed to prepare  
15 individuals for employment. These programs involve the application of  
16 scientific principles in research, design, development, production, distribution,  
17 or service.

18 (B) The ~~associate in arts, arts and~~ associate in science degrees, and associate in  
19 fine arts degree programs are designed to prepare students for transfer at the  
20 junior level to institutions four-year colleges and universities under the  
21 Comprehensive Articulation Agreement, offering baccalaureate degrees

22 (C) The associate in engineering degree is designed to prepare students for  
23 transfer to meet the prerequisite requirements of the University of North  
24 Carolina engineering programs. The Associate in Engineering to Bachelor of  
25 Science in Engineering Uniform Articulation Agreement establishes the  
26 procedures governing the transfer of credits for students who graduate from  
27 North Carolina Community College associate in engineering programs and  
28 apply to bachelor of science engineering programs at constituent institutions of  
29 The University of North Carolina.

1 (D) The associate in fine arts in music and the associate in fine arts in theatre  
2 degree programs are designed to prepare students for fine arts careers or for  
3 transfer to a four-year institution under bilateral articulation agreements.

4 (E) The associate in fine arts in visual arts degree program is designed to prepare  
5 students for fine arts careers or for transfer to a four-year institution. The  
6 Uniform Articulation Agreement Between the University of North Carolina  
7 Baccalaureate of Fine Arts Programs and North Carolina Community College  
8 System Associate in Fine Arts in Visual Arts Programs establishes the  
9 procedures governing the transfer of credits for students who graduate from  
10 North Carolina Community College associate in fine arts in visual arts programs  
11 and apply to bachelor of fine arts programs at constituent institutions of The  
12 University of North Carolina.

13 ~~(C)~~(F) The associate in general education degree programs are designed for  
14 students who desire a ~~general~~general, liberal arts education that will prepare  
15 them for advancements within their field of interest.

16 (G) The associate in general education nursing degree is designed to prepare  
17 students for transfer through the Uniform Articulation Agreement between the  
18 University of North Carolina's Registered Nurse to Bachelor of Science in  
19 Nursing programs and the North Carolina Community College Associate  
20 Degree Nursing Programs. This uniform articulation agreement establishes the  
21 procedures governing the transfer of credits for students who graduate from  
22 the North Carolina Community College associate in general education nursing  
23 degree and the associate in applied science in nursing and apply to bachelor  
24 of science in nursing programs at constituent institutions of The University of  
25 North Carolina.

26 ~~(ii) The diploma programs are designed to provide entry-level employment training. A~~  
27 ~~diploma program may be a stand-alone curriculum program title, or a college may~~  
28 ~~award a diploma under the college's associate in applied science degree~~  
29 ~~curriculum program for a series of courses taken from the program of study and~~  
30 ~~structured so that a student may complete additional non-duplicative coursework~~  
31 ~~to receive an associate in applied science degree.~~

1 (iii) ~~The certificate programs are designed to lead to employment or to provide skills~~  
2 ~~upgrading or retraining for individuals already in the workforce. A certificate~~  
3 ~~program may be a stand-alone curriculum program title, or a college may award a~~  
4 ~~certificate under the college's associate degree or diploma curriculum program for~~  
5 ~~a series of courses taken from the program of study.~~

6 (b) Developmental Education: ~~Developmental Education programs consist~~ consists of  
7 courses and support services ~~which~~ that include diagnostic assessment and  
8 placement, tutoring, advising, math and writing assistance. These programs are  
9 designed to address academic preparedness, ~~workforce retraining,~~ development of  
10 general learning strategies, ~~and discipline-specific learning strategies,~~ and affective  
11 barriers to learning. Developmental courses do not earn credit toward a degree,  
12 diploma, or certificate.

13 (2) ~~Continuing Education Programs:~~

14 (a) ~~Occupational Extension courses consist of single courses, each~~  
15 ~~complete in itself, designed for the specific purposes of training an~~  
16 ~~individual for full- or part-time employment, upgrading the skills of~~  
17 ~~persons presently employed, and retraining others for new~~  
18 ~~employment in occupational fields.~~

19 (b) ~~Community Service:~~

20 (i) ~~Community Service courses consist of single courses, each~~  
21 ~~complete in itself, that focus on an individual's personal or~~  
22 ~~leisure needs rather than occupational or professional~~  
23 ~~employment.~~

24 (ii) ~~The cultural and civic, and visiting artist component of this~~  
25 ~~program meets community needs through lecture and concert~~  
26 ~~series, art shows, the use of college facilities by community~~  
27 ~~groups, providing speakers to community organizations, and~~  
28 ~~providing visiting artist activities for college communities.~~  
29 ~~Visiting artists may be provided an opportunity to work as~~  
30 ~~artists in residence to enhance local arts resources and~~

1 promote the various visual, performing and literary arts in  
2 communities throughout North Carolina.

3 ~~(c) Self-Supporting Programs:~~

4 ~~(i) A self-supporting course is not reported to the state for budget~~  
5 ~~FTE since the cost of conducting the course is paid by~~  
6 ~~students enrolled.~~

7 ~~(ii) Recreational programs are self-supporting courses which the~~  
8 ~~college may provide at the request of the community but for~~  
9 ~~which the college receives no budgetary credit. Funds~~  
10 ~~appropriated as operating expenses for allocation to the~~  
11 ~~colleges shall not be used to support recreation courses. The~~  
12 ~~financing of these courses by a college shall be on a self-~~  
13 ~~supporting basis, and membership hours produced from~~  
14 ~~these activities shall not be counted when computing full-time~~  
15 ~~equivalent students for use in budget funding formulas at the~~  
16 ~~state level.~~

17 ~~(d) Basic Skills Programs. The State Board and the community college~~  
18 ~~system shall encourage persons to complete high school rather than~~  
19 ~~seek testing for the High School Diploma Equivalency.~~

20 ~~(i) High School Equivalency programs consist of classroom~~  
21 ~~instruction, learning laboratory courses, or a combination of~~  
22 ~~activities designed to qualify a student for an adult high school~~  
23 ~~diploma. An Agreement of Affiliation with a local public school~~  
24 ~~system is required for minors sixteen or seventeen years old.~~  
25 ~~No agreement is required for adults eighteen years old and~~  
26 ~~older.~~

27 ~~(ii) General Educational Development (GED) testing programs~~  
28 ~~consist of classroom instruction, or learning laboratory~~  
29 ~~courses, or a combination of both designed to qualify a~~  
30 ~~student to demonstrate competency on the General~~  
31 ~~Educational Development (GED) tests and to receive a High~~

1 School Diploma equivalency from the State Board. The State  
2 Board is responsible for the administration of the General  
3 Educational Development testing program in cooperation with  
4 the Office on Educational Credit of the American Council on  
5 Education. The procedures regulating the GED Testing  
6 Program set forth in the GED Examiner's Manual published  
7 by the General Educational Development Testing Service of  
8 the American Council on Education are hereby incorporated  
9 by reference. A copy of this manual is available for inspection  
10 in the Office of the System President, Community College  
11 System Office, 200 W. Jones Street, Raleigh NC 27603-1379.  
12 A copy of this manual may be obtained at a cost of fifteen  
13 dollars (\$15.00) from the GED Testing Service of the  
14 American Council on Education, One Dupont Circle NW, Suite  
15 250, Washington, DC 20036-1163.

16 (iii) The Adult Basic Education (ABE) program is designed for  
17 adults who are functioning at or below the eighth grade  
18 educational level. The major objectives of the program are to  
19 enable adults to acquire the basic educational skills  
20 necessary to be fully competent in our society, to improve their  
21 ability to benefit from occupational training and to have  
22 greater opportunities for more productive and profitable  
23 employment, and to meet their own objectives for enrolling in  
24 the program. Classes are offered and focus on fundamental  
25 skills such as reading, writing, speaking, computing, critical  
26 thinking, and problem solving.

27 (iv) The English as a Second Language (ESL) program offers  
28 classes which accommodate the varied needs of the  
29 immigrant and refugee populations. Attention is given to both  
30 the cultural and linguistic needs as instruction is focused upon  
31 the formation of accurate, appropriate communication skills

1 and upon the student's ability to function in the adult American  
2 community. Classes are offered at the beginning through the  
3 advanced levels of ESL. The curriculum is designed to  
4 develop the basic language skills of reading, writing,  
5 speaking, and listening. Instruction integrates the English  
6 language with topics that prepare students for everyday life,  
7 employment, and citizenship.

8 (v) The Compensatory Education (CED) program is designed for  
9 adults with mental retardation. The program is highly  
10 individualized and fosters a maximum level of independent  
11 living commensurate with personal ability. Instruction is  
12 offered in math, language, social science, health, community  
13 living, consumer education and vocational education.

14 (e) Customized Training Program.

15 (i) The Customized Training Program addresses company-  
16 specific training customized for job growth, technology  
17 investment, or productivity enhancement. Based on needs  
18 specified in G.S. 115D-5.1, Customized Training Programs  
19 shall address job-specific training.

20 (ii) The Small Business Center program provides training,  
21 counseling and referral services especially designed in  
22 content and delivery modes for small businesses, both  
23 existing and prospective.

24 (f) The Human Resources Development (HRD) program provides skill  
25 assessment services, employability skills training, and career  
26 development counseling to unemployed and underemployed adults.

27 These courses shall address six core components as follows:

28 (i) assessment of an individual's assets and limitations;

29 (ii) development of a positive self-concept;

30 (iii) development of employability skills;

31 (iv) development of communication skills;

1 (v) — development of problem-solving skills; and  
2 (vi) — awareness of the impact of information technology in the  
3 workplace.

4 (g) — The Learning Laboratory programs consist of self-instruction using  
5 programmed texts, audio-visual equipment, and other self-  
6 instructional materials. A learning laboratory coordinator has the  
7 function of bringing the instructional media and the student together  
8 on the basis of objective and subjective evaluation and of counseling,  
9 supervising, and encouraging persons working in the lab.

10  
11 *History Note: Authority G.S. 115D-1; 115D-2; 115D-5; S.L. 1995, c. 625; S.L. 2001, c.*  
12 *424, s. 30.3(b), (e);*  
13 *Eff. February 1, 1976;*  
14 *Readopted Eff. January 24, 1978;*  
15 *Amended Eff. September 1, 1993; September 1, 1982; August 17, 1981;*  
16 *Temporary Amendment Eff. June 1, 1997;*  
17 *Amended Eff. July 1, 1998;*  
18 *Temporary Amendment Eff. October 4, 2001;*  
19 *Amended Eff. December 1, 2017; June 1, 2009; April 1, 2003.*

20  
21 ~~1D SBCCC 400.931~~ **1D SBCCC 400.4 Faculty**

22 (a) General

23 (1)(a) Colleges shall employ faculty members so as to ~~that~~ meet the Southern Association  
24 of Colleges and Schools' Schools Commission on Colleges' criteria.

25 (b) All faculty providing instruction in programs with external agency oversight must be  
26 qualified as established by the respective agency or certifying entity.

27 (2)(c) Colleges shall determine appropriate teaching and non-teaching loads for  
28 ~~faculty~~ faculty and for technical assistants to the faculty so as to ~~meet~~ Southern  
29 Association of Colleges and Schools' criteria.

30 (3) — The Principles of Accreditation: Foundations for Quality Enhancement  
31 Commission on Colleges, Southern Association of Colleges and Schools,

1 current edition is hereby adopted by reference, including any subsequent  
2 amendments and editions of this book, to apply to community colleges. Copies  
3 for ~~The Principles of Accreditation: Foundations for Quality Enhancement~~ may  
4 be inspected in or obtained at no cost from the Office of the System President,  
5 Department of Community Colleges, 200 W. Jones Street, Raleigh, NC 27603-  
6 1379.

7 (b) ~~Instructors for Extension Emergency Services Training. All instructors in the area of~~  
8 ~~Emergency Services Training must be qualified as established by the respective~~  
9 ~~emergency services certifying agency. Emergency services training means training~~  
10 ~~delivered to personnel in law enforcement, fire and rescue services, and emergency~~  
11 ~~medical services agencies.~~

12  
13 *History Note: Authority G.S. 115D-5;*

14 *Eff. February 1, 1976;*

15 *Amended Eff. December 1, 2017; March 1, 2007; July 1, 1998;*

16 *September 1, 1993; August 17, 1981; September 30, 1977.*

17  
18 ~~1D SBCCC 400.94~~ **1D SBCCC 400.5 Curriculum Instructional Contract Provisions**

19 (a) ~~Each college is to assess its own need to provide instructional services by contracting~~  
20 ~~with other public or private organizations or institutions. Any curriculum instructional~~  
21 ~~program or course intended to be offered by contract must be submitted to the System~~  
22 ~~President for approval. This policy does not apply to contracts between a college and~~  
23 ~~its individual instructors.~~

24 (b)(a) Any curriculum contract entered into by the local board of trustees of a college for  
25 the purpose of providing a curriculum course or a curriculum program through other  
26 public or private organizations or institutions ~~must~~ shall meet the following general  
27 criteria:

28 (1) Colleges shall enter into a contract ~~A contract document in proper legal form is~~  
29 ~~necessary in all cases and shall be drawn up by the college consistent with the~~  
30 ~~requirements of the local board of trustees, the public or private organizations or~~



1 institutions being contracted with and the State ~~Board's~~ Board of Community  
2 Colleges' criteria.

3 (2) The contract shall be limited to and not exceed the fiscal year in which ~~it~~ the  
4 contract begins.

5 (3) The provisions for payment under contract shall not exceed the usual and  
6 customary costs associated with the contracted instruction.

7 (4) The contract shall provide that the college personnel shall have the right to  
8 supervise the educational program offered by the public or private organizations  
9 or institutions to the extent necessary to ensure the quality of the instructional  
10 program.

11 (5) The contract shall provide that the college, the ~~Department,~~ North Carolina  
12 Community College System Office, and the State Auditor shall have access to the  
13 records of the ~~contractor~~ public or private organizations or institutions to the extent  
14 necessary to ascertain the accuracy of such records and shall authorize the  
15 ~~Department~~ North Carolina Community College System Office to obtain such fiscal  
16 accounting reports as are necessary in carrying out the terms of the contract.

17 (6) A curriculum program or a curriculum course ~~Curriculum courses~~ taught under  
18 contract shall be limited to programs or courses the college has been authorized  
19 to offer by the State Board of Community Colleges.

20 (7) The contract shall stipulate that students taught under the terms of the contract  
21 shall pay the same fees charged other students in similar programs in the college,  
22 which fees shall be deposited in like manner as other fees. ~~No tuition or fee~~  
23 ~~charges shall be collected by the public or private organizations or institutions from~~  
24 ~~students taught under such contracts unless specified by the contract.~~

25 (8) No tuition or fee charges shall be collected by the public or private organizations  
26 or institutions from students taught under such contracts unless specified by the  
27 contract.

28 ~~(8)~~ (9) The contract must be signed by the The chairman of the board of trustees,  
29 president of the college and ~~a representative of the~~ president or owner of the public  
30 or private ~~organizations or institutions~~ organization or institution shall sign the

1 contract upon authority of the full board of trustees. The contract shall contain  
2 original signatures.

3 ~~(9)(b)~~ Approval Procedure. When approved by the local board of trustees and the  
4 public or private organizations or institutions, the contract document shall be submitted  
5 to the President of the North Carolina Community College System who is authorized  
6 to approve the college's budget for the contracted instructional services if the  
7 requirements in Paragraphs (a), (b), and (c)~~(c), (d), and (e)~~ of this Rule have been  
8 met.

9 (c) The following provisions shall apply specifically to curriculum contracts with a  
10 proprietary or private non-profit institution:

11 (1) The proprietary or private non-profit institution with which the contract is made  
12 ~~must~~shall be licensed as required by the General Statutes of North Carolina and  
13 ~~must~~shall provide proof that the institution has~~have~~ maintained the licensure for a  
14 minimum of two years to offer the instruction desired.

15 (2) If federal funds are to be used to pay for instruction provided under the conditions  
16 of the contract, the proprietary or private non-profit institution ~~must~~shall meet the  
17 ~~requirements~~definition of ~~at~~the private vocational training institution pursuant to  
18 Title 34, Section 400.4(b) of the Code of Federal Regulations.

19 (3) The chief executive officer of the proprietary or private non-profit institution, or  
20 designated agent, ~~must~~shall sign a certification statement that the program in  
21 question, facility, or contract for services to students will be open without regard to  
22 race, age, color, creed, ~~sex,~~ gender, religion, national origin, political affiliation, or  
23 disability.

24 (4) Public or private colleges or universities ~~must~~shall be licensed as required by the  
25 General Statutes of North Carolina to offer the instruction desired if entering into a  
26 contract to provide instructional services with the board of trustees of a college.

27 ~~(d) Instructional curriculum contracts with local school administrative units must meet the~~  
28 ~~following conditions:~~

29 ~~(1) — Shall not supplant existing funding for public school positions;~~

30 ~~(2) — Must provide through the Cooperative Agreement Program (Huskins Bill)~~  
31 ~~college-level classes which could not be otherwise provided;~~

1           ~~(3) — Shall recoup the direct instructional cost contained in the contract and 15~~  
2           ~~percent for administrative cost incurred, if a college contracts with a local~~  
3           ~~school unit under the Cooperative Agreement Program (Huskins Bill).~~

4 ~~(e)~~(d) Unless otherwise specified, colleges shall earn reimbursement on the regular  
5       formula budget for student membership hours generated by instruction under contract.  
6       Also, note 1G SBCCC 100.99 which addresses contracted instruction offered primarily  
7       in the non-credit, occupational extension area.

8 (e) The provisions of 1D SBCCC 400.5 do not apply to contracts between a college and  
9 its individual instructors.

10  
11 *History Note: Filed as a Temporary Amendment Eff. October 15, 1992 for a period of 180*  
12 *days to expire on April 15, 1993;*  
13 *Authority G.S. 115D-1 through 115D-5; 115D-18; 115D-20(6); P.L. 88-352;*  
14 *P.L. 98-524;*  
15 *Eff. February 1, 1976;*  
16 *Amended Eff. September 30, 1977;*  
17 *Readopted Eff. January 5, 1978;*  
18 *Amended Eff. December 1, 2017; September 1, 1993; January 1, 1989;*  
19 *August 17, 1981; July 1, 1980.*

20  
21 ~~1D SBCCC 400.95~~1D SBCCC 400.6 **Curriculum Program Approvals and**  
22 **Terminations**

23 (a) Curriculum Program Approvals. Community colleges shall issue degrees, diplomas,  
24 and certificates to individuals who satisfactorily complete course and program  
25 requirements.

26 (1) ~~The approval of a college or of a group of colleges in a collaborative arrangement~~  
27 ~~to award the associate degree, diploma, or certificate shall be by individual~~  
28 ~~curriculum program title. Approval by the~~The State Board shall grant a college the  
29 approval to award the associate in applied science degree, diploma, or certificate  
30 ~~be granted when the college has demonstrated an established need and has~~  
31 ~~provided evidence to the State Board of sufficient instructional faculty, facilities,~~

1 equipment, and materials required to meet the needs of the communities served  
2 without supplanting or duplicating existing programs. when the college has  
3 provided the following: has provided

4 (A) Evidence that the program will provide graduates with opportunities for  
5 employment;

6 (B) Local board of trustees' signed certification of the following:

7 (i) The program will enhance the workforce of North Carolina;

8 (ii) The program will provide educational and training opportunities consistent  
9 with the mission of the college, and will not duplicate the opportunities  
10 currently offered;

11 (iii) The college has assessed the need for the program and the resources  
12 required to maintain a viable program;

13 (iv) The college can operate the program efficiently and effectively within the  
14 resources available to the college; and

15 (v) The college shall provide an Accountability Report consistent with 1D  
16 SBCCC 400.6(a)(1)(J) to the State Board of Community Colleges three  
17 years after implementation of the program;

18 (C) Program of study which is in compliance with the curriculum standard of the  
19 proposed program;

20 (D) Local Board of Trustee meeting minutes documenting discussion and approval  
21 of addition of the program;

22 (E) Notification to all colleges of intent to apply for the program;

23 (F) Impact assessment of program addition;

24 (G) Resolution of any negative impact assessments from colleges approved to offer  
25 the same or similar programs in a contiguous service area or any colleges with  
26 the same or similar programs which contain a clinical site;

27 ~~(2)~~ (H) The application shall be signed by the college president and the chairman of  
28 the college's board of trustees. trustees upon authority of the full board of trustees.

29 ~~(3)~~ (I) The System President of the North Carolina Community College System shall  
30 recommend action on the college's curriculum program application to the State  
31 Board of Community Colleges.

1 (4)(J) An Accountability Report documenting student enrollment, completion rates,  
2 employment and program outlook shall be provided to the State Board of  
3 Community Colleges three years after implementation of the program.

4 (2) The State Board shall grant a college the approval to award the Associate in  
5 Engineering program when a college has provided the following:

6 (A) Local Board of Trustees' signed certification that:

7 (i) The program will enhance the workforce of North Carolina;

8 (ii) The program will provide educational and training opportunities consistent  
9 with the mission of the college;

10 (iii) The college has assessed the need for the program and the facilities and  
11 resources required to maintain a viable program and can operate the  
12 program efficiently and effectively within the resources available to the  
13 college;

14 (iv) The college has evidence of sufficient student demand to offer the program;  
15 and

16 (v) The college will provide master's credentialed faculty for each course  
17 provided under the Associate in Engineering degree.

18 (B) Program of study which is in compliance with the Associate in Engineering  
19 curriculum standard.

20 (C) Local Board of Trustee meeting minutes documenting discussion and approval  
21 of addition of the Associate in Engineering degree.

22 (3) Colleges shall obtain approval from the President of the North Carolina Community  
23 College System to add an associate in arts, associate in science, and associate in  
24 fine arts degrees, associate in general education, associate in general education  
25 nursing, health science: therapeutic and diagnostic services program majors, and  
26 the general occupational technology curriculum programs.

27 (4) The State Board delegates to the President of the North Carolina Community  
28 College System the authority to grant a college the approval to award the  
29 associate degree, diploma, or certificate for program titles that have been  
30 approved for this delegation by the State Board of Community Colleges based  
31 upon a widespread immediate need for the job training and minimal impact upon

1 other colleges.

2 (5) The State Board delegates to the President of the North Carolina Community  
3 College System the authority to grant a college the approval to award a curriculum  
4 program which is classified as a concentration if the applying college already has  
5 approval to offer the parent program.

6 (b) Curriculum Program Terminations. The college shall terminate a curriculum program  
7 when there has been no enrollment for two consecutive years or if the college has not  
8 offered the program or has not had enrollment in the program within two years of the  
9 date the program was approved by the State Board of Community Colleges. A college  
10 may request a one-year extension of a curriculum program upon justification of the  
11 potential for employment opportunities and student enrollment. Each college planning  
12 to terminate a curriculum program shall inform the System President of the North  
13 Carolina Community College System by submitting a termination notice. The System  
14 President of the North Carolina Community College System shall have the program  
15 removed from the college's program approval list. Program terminations shall be  
16 reported to the State Board of Community Colleges a minimum of twice a year. ~~two~~  
17 ~~times a year.~~

18 ~~(c) The System President shall approve Associate in General Education and Associate~~  
19 ~~in Applied Science General Occupational Technology curriculum programs for~~  
20 ~~colleges in the system.~~

21 ~~(d) On special approval by the State Board, a degree program title or a stand-alone~~  
22 ~~diploma or certificate program title may exceed the maximum length of programs as~~  
23 ~~set by the curriculum standards. Such an exception shall apply to all colleges~~  
24 ~~approved to offer the curriculum program title. A two-thirds majority of colleges~~  
25 ~~approved to offer the program shall agree with the conditions of the request for the~~  
26 ~~exception. A request for an exception shall be justified based on one or more of the~~  
27 ~~following criteria:~~

28 ~~(1) Additional time in the program is required by law.~~

29 ~~(2) Additional time in the program is required by an external regulatory, accrediting, or~~  
30 ~~professional agency recognized by the State Board.~~

1 (3) Additional time in the program is justified by documented extenuating  
2 circumstances such as the following:

3 (A) Documentation that equivalent programs in other states require additional  
4 hours of training to teach the competencies of the curriculum;

5 (B) Documentation that the program will not be viable without the exception; or

6 (C) Documentation that employers have certified the competencies required for the  
7 program and the length of time needed to teach those competencies.

8  
9 *History Note: Authority G.S. 115D-5; 115D-20(6); S.L. 1995, c. 625;*

10 *Eff. February 1, 1976;*

11 *Readopted January 5, 1978;*

12 *Amended Eff. September 1, 1993; January 1, 1988; August 17, 1981;*  
13 *July 1, 1979;*

14 *Temporary Amendment Eff. June 1, 1997;*

15 *Amended Eff. December 1, 2017; August 1, 2004; July 1, 1998.*

16  
17 **~~1D-SBCCC 400.961D SBCCC 400.7~~ Instructional Service Agreements**

18 (a) Level One Instructional Service Agreement.

19 (1) A college may offer curriculum courses in an area assigned to another college by  
20 providing a written, level one instructional service agreement under the following  
21 conditions:

22 (A) Resources are solely provided by the college requesting permission to enter  
23 into another college's service area; and

24 (B) The requesting college does not share the FTE with the other college(s).

25 For the purposes of this rule, "an area assigned to another college" shall include  
26 an online class that is set up to specifically target students in another college's  
27 service area.

28 (2) The level one instructional service agreement shall:

29 (A) Be approved by each local board of trustees unless the board has delegated  
30 authority to the president to enter into level one instructional service  
31 agreements;

- 1 (B) Be signed by the presidents of each participating college;
- 2 (C) Specify the course(s) or program(s) to be delivered into the other college's
- 3 service area;
- 4 (D) Specify the plan for delivery of the instruction;
- 5 (E) Specify the conditions and time frame for termination of the agreement; and
- 6 (F) Be maintained on file at all colleges involved for audit purposes.

7 (b) Level Two Instructional Service Agreement.

8 (1) Two or more colleges may jointly offer curriculum courses by providing a written,

9 level two instructional service agreement under the following conditions:

- 10 (A) Resources are shared between the participating colleges;
- 11 (B) ~~FTE may be shared between the participating colleges;~~ Colleges contributing
- 12 resources towards instruction may share FTE;
- 13 (C) One or more of the participating colleges is approved to offer the curriculum
- 14 course(s) in an approved program of study; and
- 15 (D) A curriculum certificate, diploma or degree is not awarded.

16 (2) The level two instructional service agreement shall:

- 17 (A) Be approved by each local board of trustees unless the board has delegated
- 18 authority to the president to enter into level two instructional service
- 19 agreements;
- 20 (B) Be signed by the president of each participating college;
- 21 (C) Specify the course(s) to be delivered to the other college's service area;
- 22 (D) Specify the plan for delivery of the instruction;
- 23 (E) Specify the proration of resources and FTE allocated for each college;
- 24 (F) Specify the conditions and time frame for termination of the agreement;
- 25 (G) Be filed with the ~~System Office~~ President of the North Carolina Community
- 26 College System or the System President's designee prior to implementation of
- 27 the course(s); and
- 28 (H) Be maintained on file at all colleges involved for audit purposes.

29 (c) Level Three Instructional Service Agreement.

30 (1) Two or more colleges may jointly offer a curriculum program by providing a written,

31 level three instructional service agreement under the following conditions:



- 1 (A) Resources are shared between the participating colleges;
- 2 (B) ~~FTE may be shared between the participating colleges;~~Colleges contributing  
3 resources towards instruction may share FTE;
- 4 (C) One or more of the colleges participating is approved by the State Board of  
5 Community Colleges to offer the curriculum program; and
- 6 (D) A curriculum certificate, diploma or associate degree is awarded.
- 7 (2) The level three instructional service agreement shall:
- 8 (A) Be approved by each participating board of trustees;
- 9 (B) Be signed by the board of trustees' chair of each participating college;
- 10 (C) Be signed by the president of each participating college;
- 11 (D) Specify the program to be shared;
- 12 (E) Specify the plan for delivery of the program;
- 13 (F) Specify the proration of resources or FTE allocated for each college;
- 14 (G) Specify the conditions and time frame for termination of the agreement;
- 15 (H) Certify that appropriate and adequate resources are available between  
16 participating colleges. Where feasible, joint utilization of physical facilities,  
17 equipment, materials, and instructional faculty shall be considered;
- 18 (I) Certify that the curriculum program meets the standards of the appropriate  
19 accrediting agency or licensing authority;
- 20 (J) Specify which college will grant the award;
- 21 (K) Specify that only the college providing the instruction will record the letter grade  
22 on the student transcript;
- 23 (L) Specify that any participating college(s) that does not have approval of the  
24 State Board of Community Colleges for the program will not award a certificate,  
25 diploma or associate degree under the authority of the approved level three  
26 instructional service agreement.
- 27 ~~(L)(M) Be signed approved by the System Office President of the North Carolina~~  
28 Community College System prior to implementation of the program; and
- 29 ~~(M)(N)~~ Be maintained on file at each participating college for audit purposes.
- 30 (3) Notification of termination of a level three agreement shall be signed by the  
31 president of each participating college and shall be sent to the System Office

1 President by the college ~~which~~ that grants the award, prior to the effective  
2 termination date.

3 (d) The delivery of curriculum courses or programs delivered into another college's  
4 service area via non-traditional delivery as defined in ~~Rule 1G SBCCC 200.93(e)(1)~~  
5 does not require an instructional service agreement.

6 (e) A college may not delegate curriculum program approval to another college. ~~Program~~  
7 The State Board of Community Colleges grants program approval ~~is granted by the~~  
8 ~~State Board of Community Colleges~~ using criteria set forth in ~~Rule 1D SBCCC~~  
9 ~~400.95400.6.~~

10  
11 *History Note: Authority G.S. 115D-5; S.L. 1993, 2nd session, c. 769, p. 18, s. 18; S.L.*  
12 *1995, c. 625;*  
13 *Temporary Adoption Eff. October 31, 1994, for a period of 180 days or*  
14 *until the permanent rule becomes effective, whichever is sooner;*  
15 *Eff. May 1, 1995;*  
16 *Temporary Amendment Eff. June 1, 1997;*  
17 *Amended Eff. December 1, 2017; November 1, 2014; August 1, 2004;*  
18 *July 1, 1998.*

19  
20 ~~1D SBCCC 400.971D SBCCC 400.8~~ **Courses and Standards for Curriculum**  
21 **Programs**

22 ~~The Combined Course Library and curriculum standards for associate degree, diploma,~~  
23 ~~and certificate programs shall be as follows:~~

24 ~~(1) Combined Course Library Curriculum Courses.~~

25 (a) The Combined Course Library shall contain the following elements for all curriculum  
26 program credit courses approved for the North Carolina Community College  
27 ~~System.~~ System:

28 (i) (1) Course prefix;

29 (ii) (2) Course number;

30 (iii) (3) Course title;

- 1        ~~(iv)~~(4) Classroom hours and laboratory, clinical, and ~~work experience~~work-based  
2            learning contact hours, if applicable;
- 3        ~~(v)~~(5) Credit hours;
- 4        ~~(vi)~~(6) Prerequisites and corequisites, if applicable; ~~and~~
- 5        ~~(vii)~~(7) Course description consisting of three ~~sentences~~sentences; ~~and~~
- 6        (8) Tier Funding classification.
- 7        (b) The numbering system for curriculum courses within the Combined Course Library is  
8            as follows:
- 9        ~~(i)~~(1) The numbers ~~0500~~0010-099 shall be assigned to developmental courses.
- 10        (2) The numbers 001-009 shall be assigned to supplemental courses. Supplemental  
11            courses provide supplemental skills to a specific corequisite course or customized  
12            developmental course delivery. These courses do not earn credit toward a  
13            certificate, diploma or degree.
- 14        ~~(ii)~~(3) The numbers 100-109 and 200-209 shall be assigned to certificate and diploma  
15            level curriculum courses. These courses shall not be included in associate degree  
16            programs.
- 17        ~~(iii)~~(4) The numbers 110-189 and 210-289 shall be assigned to associate degree level  
18            courses. These courses may also be included in certificate and diploma programs.
- 19        ~~(iv)~~(5) The numbers 190-199 and 290-299 shall be assigned to seminar or selected  
20            topic courses ~~which~~that may be offered for a single term and which courses offer  
21            content not found in existing courses. ~~In order to~~To offer the course content after  
22            the initial term, the Curriculum Review Committee a new course must ~~shall be~~  
23            ~~approved~~approve the course for inclusion in the Combined Course Library.
- 24        (c) A college shall use the course information (prefix; number; title; classroom, laboratory,  
25            clinical, and ~~work experience~~work-based learning contact hours; credit hours;  
26            prerequisites and corequisites; and course description) as listed in the Combined  
27            Course Library.
- 28        ~~(i)~~(d) A college may add a fourth sentence to the course description to clarify  
29            instructional content or instructional methodology.
- 30        (e) A college is responsible for ensuring that students have satisfied requisite course  
31            requirements by documenting that they have either completed the appropriate courses

1 or have demonstrated that they have the appropriate knowledge and skills required  
2 for admission to the courses as determined by the college.

3 (f) A college may establish a local policy for waiving requisite requirements for individual  
4 students.

5 ~~(ii)(g)~~ A college may divide courses into incremental units for greater flexibility in  
6 providing instruction to part-time students or to provide shorter units of study for  
7 abbreviated calendars. Each of the following criteria ~~apply~~ applies to courses divided  
8 into incremental units:

9 ~~(A)(1)~~ A course may be divided into two or three units ~~which that~~ are designated with  
10 an additional suffix following the course prefix and number;

11 ~~(B)(2)~~ The units shall equal the entire course of instruction, without omitting any  
12 competencies;

13 ~~(C)(3)~~ The combined contact and credit hours for the units shall equal the contact and  
14 credit hours for the course;

15 ~~(D)(4)~~ If the course is a prerequisite to another course, the student shall complete all  
16 component parts before enrolling in the next ~~course;~~ course; and

17 ~~(E)(5)~~ If the course is a corequisite ~~co-requisite~~ to another ~~course~~ course, ~~it the student~~  
18 shall take the corequisite course ~~must be taken before or in conjunction with that~~  
19 the prospective course; and course.

20 ~~(F) The components of a split course shall not be used to supplant training for~~  
21 ~~occupational~~

22 ~~(d)(h) The Community College System Office shall revise and maintain courses in the~~  
23 ~~Combined Course Library The Community.~~ The North Carolina Community College  
24 System Office shall appoint a Curriculum Review Committee of representatives from  
25 Chief Academic Officers and community college presidents. The Curriculum Review  
26 Committee shall have the authority to do the following:

27 (1) To approve and maintain curriculum courses in the Combined Course Library;

28 (2) To determine whether a curriculum course may meet a general education  
29 designation for certificates, diplomas and associate in applied science programs  
30 using the then current criteria established by the Southern Association of Colleges

1 and Schools Commission on Colleges and listed in The Principles of Accreditation:  
2 Foundations for Quality Enhancement.

3 (3) To archive curriculum courses that have not been offered by any community  
4 college for three consecutive years.

5 (i) The North Carolina Community College System and The University of North Carolina  
6 shall appoint a Transfer Advisory Committee of representatives from North Carolina  
7 community colleges and The University of North Carolina. The Transfer Advisory  
8 Committee shall have the authority to do the following in regards to curriculum  
9 courses:

10 (1) To determine whether a curriculum course may meet a general education  
11 designation for Associate in Arts and Associate in Science degrees using the then  
12 current criteria established by the Southern Association of Colleges and Schools  
13 Commission on Colleges and listed in The Principles of Accreditation: Foundations  
14 for Quality Enhancement.

15 (2) To determine whether a curriculum course may meet a universal general education  
16 transfer component designation using the following standards:

17 (A) Then current criteria established by the Southern Association of College and  
18 Schools Commission on Colleges and listed in The Principles of Accreditation:  
19 Foundations for Quality Enhancement; and

20 (B) General education equivalency at all sixteen constituent institutions of The  
21 University of North Carolina.

22 (3) To determine whether a curriculum course may meet a premajor/elective  
23 designation for Associate in Arts and Associate in Science degrees using the  
24 following standards:

25 (A) Focus on skills, techniques, and procedures specific to the student's  
26 occupation or profession;

27 (B) Similar in intended outcomes and competencies, and so, transferable between  
28 institutions.

29 ~~(e)~~(j) When a student receives credit for a Combined Course Library curriculum course,  
30 this credit shall be transferable to any college in the North Carolina Community  
31 College System.

1 ~~(2) Revision of Curriculum Standards. A revision of curriculum standard requires that two~~  
2 ~~thirds of colleges approved to offer that curriculum program concur in writing with the~~  
3 ~~revision. Upon their concurrence changes in curriculum standards become effective~~  
4 ~~after approval by the State Board of Community Colleges.~~

5 ~~(3) Criteria for Programs. Each curriculum program shall be based on the following~~  
6 ~~criteria established by the State Board of Community Colleges for the awarding of~~  
7 ~~degrees, diplomas, and certificates.~~

8 ~~(a) Associate in Applied Science. The associate in applied science program of study~~  
9 ~~must consist of a minimum of 64 and a maximum of 76 semester hours of credit~~  
10 ~~from curriculum courses at the 110-199 and 210-299 levels. Within the degree~~  
11 ~~program, the college shall include opportunities for the achievement of~~  
12 ~~competence in reading, writing, oral communication, fundamental mathematical~~  
13 ~~skills, and basic use of computers. The requirements for the Associate in Applied~~  
14 ~~Science Degree are as follows:~~

15 ~~(i) The associate in applied science curriculum program shall include a minimum~~  
16 ~~of 15 semester hours of credit from general education curriculum courses~~  
17 ~~selected from the Combined Course Library, including six hours in~~  
18 ~~communications, three hours in humanities/fine arts, three hours in~~  
19 ~~social/behavioral sciences, and three hours in either natural sciences or~~  
20 ~~mathematics.~~

21 ~~(ii) The associate in applied science curriculum program shall include a minimum~~  
22 ~~of 49 semester hours of credit from major curriculum courses selected from the~~  
23 ~~curriculum courses in the Combined Course Library assigned numbers from~~  
24 ~~110-199 and 210-299. Major curriculum courses are those which offer specific~~  
25 ~~job knowledge or skills. Criteria for the major hours category are as follows:~~

26 ~~(A) Major Core Hours. The major hours category shall be comprised of~~  
27 ~~identified curriculum core courses or subject areas or both which are~~  
28 ~~required for each program. Subject areas or curriculum core courses shall~~  
29 ~~be based on curriculum competencies and shall teach essential skills and~~  
30 ~~knowledge necessary for employment. The number of credit hours required~~  
31 ~~for the core shall not be less than 12 semester hours of credit;~~

1 ~~(B) Major Concentration Hours. The major hours category may also include~~  
2 ~~hours required for a concentration of study. A concentration of study is a~~  
3 ~~group of curriculum courses required beyond the core for a specific related~~  
4 ~~employment field. A concentration shall include a minimum of 12 semester~~  
5 ~~hours, and the majority of the curriculum course credit hours shall be unique~~  
6 ~~to the concentration;~~

7 ~~(C) Other Major Hours. Other major hours shall be selected from prefixes~~  
8 ~~identified on the curriculum standard. A maximum of nine semester hours~~  
9 ~~of credit may be selected from any prefix listed, with the exception of~~  
10 ~~prefixes listed in the core or concentration, or unique prefixes as noted on~~  
11 ~~the standard; and~~

12 ~~(D) Work Experience Hours. The major hours category may include up to a~~  
13 ~~maximum of eight semester hours credit for work experience, including~~  
14 ~~cooperative education, practicums, and internships. Under a standard~~  
15 ~~specifically designed for select associate degree programs, work~~  
16 ~~experience shall be included in a curriculum up to a maximum of 16~~  
17 ~~semester hours of credit. The select associate degree programs shall be~~  
18 ~~based on a program of studies registered under the North Carolina~~  
19 ~~Department of Labor Apprenticeship programs. Only eight semester hours~~  
20 ~~of credit of work experience shall earn budget FTE.~~

21 ~~(iii) Other Required Hours. A college may require graduation or local employer~~  
22 ~~requirements in order to complete an associate in applied science program.~~  
23 ~~These requirements may be met through a maximum of seven semester hours~~  
24 ~~of credit from curriculum courses. These curriculum courses shall be selected~~  
25 ~~from the Combined Course Library and must be approved by the System Office~~  
26 ~~based on the Curriculum Procedures Reference Manual prior to~~  
27 ~~implementation of the program. Restricted, unique or free elective courses may~~  
28 ~~not be included as other required courses.~~

29 ~~(iv) Selected topics or seminar curriculum courses may be included in an associate~~  
30 ~~in applied science degree program up to a maximum of three semester hours~~  
31 ~~of credit. Selected topics or seminar courses shall not substitute for required~~

1           ~~general education or major core courses. Such curriculum courses shall be~~  
2           ~~listed on a program of study as other major hours. Selected topics and seminar~~  
3           ~~curriculum courses shall not be used more than once in a program.~~

4           ~~(b) Associate in Arts Degree. The associate in arts program of study must consist of~~  
5           ~~a minimum of 64 and a maximum of 65 semester hours of credit from approved~~  
6           ~~college transfer courses at the 110-199 and 210-299 levels. Within the degree~~  
7           ~~program, the college shall include opportunities for the achievement of~~  
8           ~~competence in reading, writing, oral communication, fundamental mathematical~~  
9           ~~skills, and basic use of computers. Certificates are not allowed under this degree~~  
10          ~~program. The requirements for the Associate in Arts Degree are as follows:~~

11          ~~(i) The associate in arts curriculum program shall include a minimum of 44~~  
12          ~~semester hours of general education curriculum core courses selected from the~~  
13          ~~Combined Course Library and approved for transfer to the University of North~~  
14          ~~Carolina constituent institutions. The general education core shall include:~~

15           ~~(A) Six semester hours of English composition;~~

16           ~~(B) 12 semester hours of humanities/fine arts;~~

17           ~~(C) 12 semester hours of social/behavioral sciences;~~

18           ~~(D) Six semester hours of mathematics; and~~

19           ~~(E) Eight semester hours of natural sciences.~~

20          ~~(ii) The associate in arts program shall include a minimum of 20 and a maximum~~  
21          ~~of 21 additional semester hours of credit selected from curriculum courses in~~  
22          ~~the Combined Course Library which have been approved for transfer to the~~  
23          ~~University of North Carolina constituent institutions. A non-college transfer~~  
24          ~~curriculum course of one semester hour of credit may be included in a 65~~  
25          ~~semester hour credit associate in arts program. This course may receive~~  
26          ~~transfer evaluation by the receiving institution.~~

27          ~~(iii) A college may award a diploma under an approved associate in arts degree~~  
28          ~~program for a series of curriculum courses taken from the approved associate~~  
29          ~~in arts degree program of study. This diploma shall include a minimum of 44~~  
30          ~~and a maximum of 47 semester hours of general education curriculum core~~  
31          ~~courses selected from the Combined Course Library and approved for transfer~~



1 to the University of North Carolina constituent institutions. The diploma shall  
2 include a minimum of:

3 (A) Six semester hours of English composition;

4 (B) 12 semester hours of humanities/fine arts;

5 (C) 12 semester hours of social/behavioral sciences;

6 (D) Six semester hours of mathematics; and

7 (E) Eight semester hours of natural sciences.

8 A non-college transfer course of one semester hour of credit may be included  
9 in a 47 semester hour credit diploma program. This curriculum course may  
10 receive transfer evaluation by the receiving institution.

11 (c) Associate in Science Degree. The associate in science program of study must  
12 consist of a minimum of 64 and a maximum of 65 semester hours of credit from  
13 approved college transfer courses at the 110-199 and 210-299 levels. Within the  
14 degree program, the college shall include opportunities for the achievement of  
15 competence in reading, writing, oral communication, fundamental mathematical  
16 skills, and basic use of computers. Certificates are not allowed under this degree  
17 program. The requirements for Associate in Science Degree are as follows:

18 (i) The associate in science curriculum program shall include a minimum of 44  
19 semester hours of general education curriculum core courses selected from the  
20 Combined Course Library and approved for transfer to the University of North  
21 Carolina constituent institutions. The general education core shall include:

22 (A) Six semester hours of English composition;

23 (B) Nine semester hours of humanities/fine arts;

24 (C) Nine semester hours of social/behavioral sciences; and

25 (D) 20 semester hours of mathematics and natural sciences that shall include  
26 a minimum of six semester hours in mathematics and a minimum of eight  
27 semester hours in natural sciences.

28 (ii) The associate in science curriculum program may include a minimum of 20 and  
29 a maximum of 21 additional semester hours of credit selected from curriculum  
30 courses in the Combined Course Library which have been approved for transfer  
31 to the University of North Carolina constituent institutions. A non-college

1 transfer curriculum course of one semester hour of credit may be included in a  
2 65 semester hour credit associate in science program. This curriculum course  
3 shall receive transfer evaluation by the receiving institution.

4 (iii) A college may award a diploma under an approved associate in science degree  
5 program for a series of curriculum courses taken from the approved associate  
6 in science degree program of study. This diploma shall include a minimum of  
7 44 and a maximum of 47 semester hours of general education curriculum core  
8 courses selected from the Combined Course Library and approved for transfer  
9 to the University of North Carolina constituent institutions. The diploma shall  
10 include a minimum of:

11 (A) Six semester hours of English composition;

12 (B) Nine semester hours of humanities/fine arts;

13 (C) Nine semester hours of social/behavioral sciences; and

14 (D) 20 semester hours of natural sciences and mathematics that shall include  
15 a minimum of six hours in mathematics and a minimum of eight hours in  
16 natural sciences.

17 A non-college transfer curriculum course of one semester hour of credit may  
18 be included in a 47 semester hour credit program. This curriculum course may  
19 receive transfer evaluation by the receiving institution.

20 (d) Associate in Fine Arts Degree. The associate in fine arts program of study must  
21 consist of a minimum of 64 and a maximum of 65 semester hours of credit from  
22 approved college transfer curriculum courses at the 110-199 and 210-299 levels.  
23 Within the degree program, the college shall include opportunities for achievement  
24 of competence in reading, writing, oral communication, fundamental mathematical  
25 skills, and basic use of computers. Diplomas and certificates are not allowed under  
26 this degree program. The requirements for the Associate in Fine Arts Degree are  
27 as follows:

28 (i) The associate in fine arts curriculum program shall include a minimum of 28  
29 semester hours of general education curriculum core courses selected from the  
30 Combined Course Library and approved for transfer to the University of North  
31 Carolina constituent institutions. The general education core shall include:

- 1           ~~(A) Six semester hours of English composition;~~  
2           ~~(B) Six semester hours of humanities/fine arts;~~  
3           ~~(C) Nine semester hours of social/behavioral sciences;~~  
4           ~~(D) Three semester hours of mathematics; and~~  
5           ~~(E) Four semester hours from the natural sciences.~~
- 6           ~~(ii) The associate in fine arts curriculum program shall include a minimum of 36~~  
7           ~~and a maximum of 37 additional semester hours of credit from curriculum~~  
8           ~~courses in the Combined Course Library which have been approved for transfer~~  
9           ~~to the University of North Carolina constituent institutions. A non-college~~  
10           ~~transfer course of one semester hour of credit may be included in a 65 semester~~  
11           ~~hour credit associate in fine arts program. This curriculum course may receive~~  
12           ~~transfer evaluation by the receiving institution.~~
- 13           ~~(e) Associate in General Education. The associate in general education program of~~  
14           ~~study must consist of a minimum of 64 and a maximum of 65 semester hours of~~  
15           ~~credit from curriculum courses at the 110-199 and 210-299 levels. Within the~~  
16           ~~degree program, the college shall include opportunities for the achievement of~~  
17           ~~competence in reading, writing, oral communication, fundamental mathematical~~  
18           ~~skills, and the basic use of computers. Diplomas and certificates are not allowed~~  
19           ~~under this degree program. The requirements for the Associate in General~~  
20           ~~Education Degree are as follows:~~
- 21           ~~(i) The associate in general education curriculum program shall include a~~  
22           ~~minimum of 15 semester hours of credit from general education curriculum~~  
23           ~~courses selected from the Combined Course Library, including six hours in~~  
24           ~~communications, three hours in humanities/fine arts, three hours in~~  
25           ~~social/behavioral sciences, and three hours in natural sciences or~~  
26           ~~mathematics.~~
- 27           ~~(ii) The remaining hours in the associate in general education curriculum program~~  
28           ~~shall consist of additional general education and professional curriculum~~  
29           ~~courses selected from the Combined Course Library. A maximum of seven~~  
30           ~~semester hours of credit in health, physical education, and college orientation~~  
31           ~~or study skills courses may be included.~~

1 ~~(iii) Selected topics or seminar curriculum courses may be included in an associate~~  
2 ~~in general education program up to a maximum of three semester hours of~~  
3 ~~credit. Selected topics and seminar courses shall not substitute for required~~  
4 ~~general education or major core courses. Such curriculum courses shall be~~  
5 ~~listed on a program of study as "Other Major Hours." Selected topics and~~  
6 ~~seminar curriculum courses shall not be used more than once in a program.~~  
7 ~~(See Sub-Item (3)(a)(iv)) of this Rule.~~

8 ~~(f) Diploma. A Diploma program of study must consist of a minimum of 36 and a~~  
9 ~~maximum of 48 semester hours of credit from courses at the 100-299 level. The~~  
10 ~~requirements for the diploma curricula are as follows:~~

11 ~~(i) Diploma curricula shall include a minimum of six semester hours of general~~  
12 ~~education curriculum courses selected from the Combined Course Library. A~~  
13 ~~minimum of three semester hours of credit shall be in communications, and a~~  
14 ~~minimum of three semester hours of credit shall be selected from curriculum~~  
15 ~~courses in humanities/fine arts, social/behavioral sciences, or natural sciences~~  
16 ~~and mathematics.~~

17 ~~(ii) Diploma curricula shall include a minimum of 30 semester hours of major~~  
18 ~~courses selected from curriculum courses in the Combined Course Library.~~

19 ~~(iii) A diploma curriculum program shall include designated core curriculum~~  
20 ~~courses or core subject areas within the major hours category.~~

21 ~~(iv) Curriculum courses for other major hours in diploma curriculum program shall~~  
22 ~~be selected from prefixes identified on the curriculum standard. A maximum of~~  
23 ~~nine semester hours of credit may be selected from any prefix listed, with the~~  
24 ~~exception of prefixes listed in the core or concentration or unique prefixes as~~  
25 ~~noted on the curriculum standard.~~

26 ~~(v) Work experience, including cooperative education, practicums, and~~  
27 ~~internships, may be included in a diploma curriculum program up to a maximum~~  
28 ~~of four semester hours of credit.~~

29 ~~(vi) Other Required Hours. A college may require graduation or local employer~~  
30 ~~requirements in order to complete a diploma program. These requirements~~  
31 ~~may be met through a maximum of four semester hours of credit from~~

1 curriculum courses. These curriculum courses shall be selected from the  
2 Combined Course Library and must be approved by the System Office based  
3 on the Curriculum Procedures Manual prior to implementation of the program.  
4 Restricted, unique or free elective courses may not be included as other  
5 required courses.

6 (vii) A college may award a diploma under an approved associate in applied  
7 science degree curriculum program for a series of curriculum courses taken  
8 from the approved associate degree curriculum program of study unless  
9 prohibited by the standard.

10 (A) A diploma curriculum program offered under an approved associate degree  
11 program shall meet the standard general education and major curriculum  
12 course requirements for the diploma credential.

13 (B) A college may substitute general education curriculum courses at the 100-  
14 299 level for the associate degree level general education curriculum  
15 courses in a diploma program offered under an approved degree program.

16 (C) A diploma curriculum program offered under an approved associate degree  
17 curriculum program shall require a minimum of 12 semester hours of credit  
18 from curriculum courses extracted from the required curriculum core  
19 courses or core subject areas of the respective associate in applied science  
20 degree curriculum program.

21 (D) A diploma program offered under an approved associate degree  
22 concentration program shall require the utilization of all curriculum core  
23 courses and a minimum of 12 semester hours of credit from concentration  
24 courses.

25 (viii) Selected topics or seminar curriculum courses may be included in a diploma  
26 program up to a maximum of three semester hours of credit. Selected topics  
27 and seminar curriculum courses shall not substitute for required general  
28 education or major curriculum core courses. Courses must be on a program  
29 of study as other major hours.

1 ~~(g) Certificate Programs. A certificate program of study must consist of a minimum of~~  
2 ~~12 and a maximum of 18 semester hours of credit from curriculum courses at the~~  
3 ~~100-299 level. The requirements for the Certificate Programs are as follows:~~

4 ~~(i) General education is optional in certificate curricula.~~

5 ~~(ii) Certificate curricula shall include a minimum of 12 semester hours of major~~  
6 ~~curriculum courses selected from curriculum courses in the Combined Course~~  
7 ~~Library.~~

8 ~~(A) A certificate program which is a stand-alone curriculum program title or~~  
9 ~~which is the highest credential level awarded under an approved associate~~  
10 ~~in applied science degree or diploma program shall include a minimum of~~  
11 ~~12 semester hours of credit from core courses or the required curriculum~~  
12 ~~core subject areas within the major hours category.~~

13 ~~(B) Curriculum courses for other major hours in a stand-alone certificate~~  
14 ~~curriculum program shall be selected from prefixes identified on the~~  
15 ~~curriculum standard.~~

16 ~~(C) Work experience, including cooperative education, practicums, and~~  
17 ~~internships, may be included in a certificate program up to a maximum of~~  
18 ~~two semester hours of credit.~~

19 ~~(iii) Other Required Hours. A college may require graduation or local employer~~  
20 ~~requirements in order to complete a certificate program. These requirements~~  
21 ~~may be met through a maximum of one semester hour of credit from curriculum~~  
22 ~~courses. This curriculum course shall be selected from the Combined Course~~  
23 ~~Library and must be approved by the System Office board on the Curriculum~~  
24 ~~Procedures Manual prior to implementation of the program. Restricted unique~~  
25 ~~or free elective courses may not be included as other required courses.~~

26 ~~(iv) An institution may award a certificate under an approved degree or diploma~~  
27 ~~curriculum program for a series of courses totaling a minimum of 12 semester~~  
28 ~~hours of credit and a maximum of 18 semester hours of credit taken from the~~  
29 ~~approved associate degree or diploma curriculum program of study.~~

30 ~~(v) Selected topics or seminar courses may be included in a certificate program up~~  
31 ~~to a maximum of three semester hours of credit.~~

1 ~~(4) Curriculum Standards Compliance. Each college shall select curriculum courses from~~  
2 ~~the Combined Course Library in order to comply with the standards for each~~  
3 ~~curriculum program title the college is approved to offer. The selected courses shall~~  
4 ~~comprise the college's program of study for that curriculum program. The initial and~~  
5 ~~revised program shall be filed with and approved by the System Office prior to~~  
6 ~~implementation.~~

7  
8 *History Note: Authority G.S. 115D-5; S.L. 1995, c. 625;*

9 *Temporary Adoption Eff. June 1, 1997;*

10 *Eff. July 1, 1998;*

11 *Amended Eff. December 1, 2017; June 1, 2009; July 1, 2007; October 1,*  
12 *2006; December 1, 2004; August 15, 2004.*

13  
14 **~~1D SBCCC 400.98 Articulation~~**

15 ~~(a) The State Board of Community Colleges shall encourage meetings with the State~~  
16 ~~Board of Education and the Board of Governors of The University of North Carolina to~~  
17 ~~discuss educational matters of mutual interest and to recommend to the General~~  
18 ~~Assembly policies that are appropriate to encourage the improvement of public education~~  
19 ~~at every level in North Carolina.~~

20 ~~(b) The State Board of Community Colleges encourages formal and informal articulation~~  
21 ~~efforts on a continuing basis among the educational systems. Articulation among the~~  
22 ~~State educational systems should address programming, transferability, and other~~  
23 ~~student-oriented issues which would result in better serving the educational needs of~~  
24 ~~North Carolina. Where feasible, the joint utilization of physical facilities, equipment and~~  
25 ~~materials should be considered.~~

26 ~~(c) All North Carolina Community College System associate in science, associate in arts,~~  
27 ~~and associate in fine arts degree programs shall be structured to comply with the North~~  
28 ~~Carolina Comprehensive Articulation Agreement for the transfer of credits between the~~  
29 ~~institutions of the North Carolina Community College System and the University of North~~  
30 ~~Carolina.~~

31 REPEALED by the State Board of Community Colleges, eff. 1 December 2017.

1  
2 *History Note: Authority G.S. 115D-2.1; 115D-3; 115D-5; S.L. 1995, c. 625;*

3 *Eff. February 1, 1976;*

4 *Readopted Eff. January 5, 1978;*

5 *Amended Eff. September 1, 1993; December 1, 1984;*

6 *Temporary Amendment Eff. June 1, 1997;*

7 *Amended Eff. July 1, 1998.*

8 *Repeal Eff. December 1, 2017.*

9  
10 **1D SBCCC 400.9 Curriculum Standards**

11 (a) Curriculum Standard. A curriculum standard is a document provided for each  
12 curriculum program which lists the required program description, code, courses, range  
13 of hours and allowable curriculum course prefixes. Curriculum standards shall not be  
14 duplicative of each other, must be in alignment with criteria outlined in 1D SBCCC  
15 400.10(e) and must be approved by the State Board of Community Colleges.  
16 Curriculum standards are maintained by the North Carolina Community College  
17 System Office and are located on their website.

18 (b) Revised Curriculum Standard. A revision of an existing curriculum standard shall:

19 (1) Have written concurrence by two-thirds of colleges approved to offer the curriculum  
20 program;

21 (2) Be in alignment with criteria outlined in 1D SBCCC 400.10(e); and

22 (3) Be approved by the State Board of Community Colleges.

23 (c) On approval by the State Board of Community Colleges, a curriculum standard may  
24 exceed hours as outlined in 1D SBCCC 400.10(e)(1). Such an exception shall apply  
25 to all colleges approved to offer the curriculum program title. A two-thirds majority of  
26 colleges approved to offer the program shall agree with the conditions of the request  
27 for the exception. A request for an exception shall be justified based on one or more  
28 of the following criteria:

29 (1) Additional time in the program is required by law;

30 (2) Additional time in the program is required by an external regulatory, accrediting, or  
31 professional agency recognized by the State Board of Community Colleges;



1 (3) Additional time in the program is justified by documented extenuating  
2 circumstances including, but not limited to the following:

3 (A) Documentation that the program will not be viable without the exception; or

4 (B) Documentation that employers have certified the competencies required for the  
5 program and the length of time needed to teach those competencies.

6  
7 History Note: Authority G.S. 115D-5;

8 Eff. December 1, 2017.

9  
10 **1D SBCCC 400.10 Curriculum Program of Study**

11 (a) Each curriculum program shall be designed based on criteria established by the  
12 curriculum standard for the individual program.

13 (b) In all programs, colleges shall comply with the Southern Association of Colleges and  
14 Schools Commission on Colleges' general education requirements and the general  
15 education areas identified by the State Board of Community Colleges.

16 (c) The initial and revised program of study shall be filed with and approved by the North  
17 Carolina Community College System Office prior to implementation. If a curriculum  
18 standard is revised, a revised program of study shall be submitted and approved by  
19 the North Carolina Community College System Office within one year following the  
20 effective term, unless immediate implementation is required by the State Board of  
21 Community Colleges.

22 (d) The associate in general education and general occupational technology programs  
23 shall be comprised of courses from the college's other approved programs of study.  
24 Colleges are not required to file programs of study for the associate in general  
25 education or general occupational technology programs with the North Carolina  
26 Community College System Office for review or approval.

27 (e) The following components shall be included in the development of a curriculum  
28 program of study:

29 (1) Semester Hour Credits Required: The total semester hours of credit required are  
30 as follows:

1 (A) Certificate: A certificate program which is a stand-alone curriculum program  
2 title or which is the highest credential level awarded under an approved  
3 associate in applied science degree or diploma program shall include a  
4 minimum of twelve semester hours of credit from core courses as defined in  
5 1D SBCCC 400.10(e)(3)(A) and as indicated on the curriculum standard as  
6 defined in 1D SBCCC 400.9. The certificate program shall consist of a  
7 minimum of twelve and a maximum of eighteen semester hours of credit from  
8 curriculum courses at the 100-299 level.

9 (B) Diploma: A diploma program which is a stand-alone curriculum program title  
10 or which is the highest credential level awarded under an approved associate  
11 in applied science degree shall include a minimum of twelve semester hours of  
12 credit from core courses as defined in 1D SBCCC 400.10(e)(3)(A) as indicated  
13 on the curriculum standard as defined in 1D SBCCC 400.9. The diploma  
14 program shall consist of a minimum of thirty-six and a maximum of forty-eight  
15 semester hours of credit from curriculum courses at the 100-299 level.

16 (C) Associate in Applied Science: The associate in applied science program shall  
17 consist of a minimum of sixty-four and a maximum of seventy-six semester  
18 hours of credit from curriculum courses at the 110-199 and 210-299 levels.  
19 Within the Associate in Applied Science program the college shall include  
20 opportunities for the achievement of competence in reading, writing, oral  
21 communication, fundamental mathematical skills, and basic use of computers.

22 (D) Associate in Arts, Science, and Engineering: The associate in arts, science,  
23 and engineering programs shall consist of a minimum of sixty and a maximum  
24 of sixty-one semester hours of credit from approved college transfer curriculum  
25 courses at the 110-199 and 210-299 levels. Within the Associate in Arts,  
26 Science, and Engineering program, the college shall include opportunities for  
27 the achievement of competence in reading, writing, oral communication,  
28 fundamental mathematical skills, and basic use of computers.

29 (E) Associate in Fine Arts in Music, Visual Arts and Theatre: The associate in fine  
30 arts in music, visual arts, and theatre programs shall consist of a minimum of  
31 sixty and a maximum of sixty-one semester hours of credit from approved

1 college transfer curriculum courses at the 110-199 and 210-299 levels. Within  
2 the associate in fine arts in music, visual arts, and theatre programs, the college  
3 shall include opportunities for the achievement of competence in reading,  
4 writing, oral communication, fundamental mathematical skills, and basic use of  
5 computers.

6 (F) Associate in General Education: The associate in general education program  
7 shall consist of a minimum of sixty-four and a maximum of sixty-five semester  
8 hours of credits from curriculum courses at the 110-199 and 210-299 levels and  
9 that are comprised of courses from the college's other approved programs of  
10 study. Within the associate in general education program, the college shall  
11 include opportunities for the achievement of competence in reading, writing,  
12 oral communication, fundamental mathematical skills, and basic use of  
13 computers.

14 (G) Associate in General Education Nursing: The associate in general education  
15 nursing program shall consist of a minimum of sixty and a maximum of sixty-  
16 one semester hours of credits from curriculum courses at the 110-199 and 210-  
17 299 levels. Within the associate in general education nursing program, the  
18 college shall include opportunities for the achievement of competence in  
19 reading, writing, oral communication, fundamental mathematical skills, and  
20 basic use of computers.

21 (2) General Education: The general education hours required are as follows:

22 (A) Certificate: General education is optional in certificate curricula.

23 (B) Diploma: A diploma program shall include a minimum of six semester hours of  
24 credit from general education curriculum courses selected from the Combined  
25 Course Library, including:

26 (i) a minimum of three semester hours in communications; and

27 (ii) a minimum of three semester hours in humanities/fine arts,  
28 social/behavioral sciences, natural sciences or mathematics.

29 (C) Associate in Applied Science and Associate in General Education: An  
30 associate in applied science and an associate in general education program

1 shall include a minimum of 15 semester hours of credit from general education  
2 curriculum courses selected from the Combined Course Library, including:

3 (i) a minimum of six hours in communications. ENG 111 shall be utilized for  
4 three of these hours. ENG 110 may be utilized as a substitute for ENG 111  
5 if included in the approved program of study;

6 (ii) a minimum of three hours in humanities/fine arts;

7 (iii) a minimum of three hours in social/behavioral sciences; and

8 (iv) a minimum of three hours in either natural sciences or mathematics.

9 (D) Associate in Arts: An associate in arts program shall include a minimum of 45  
10 semester hours of credit from courses classified as general education within  
11 the Comprehensive Articulation Agreement from the Combined Course Library,  
12 including:

13 (i) 31-32 semester hours of credit from universal general education transfer  
14 component courses that shall include the following:

15 (I) six semester hours of English composition;

16 (II) nine semester hours of communications and/or humanities/fine arts;

17 (III) nine semester hours of social/behavioral science;

18 (IV) three to four semester hours of mathematics; and

19 (V) four semester hours of natural sciences.

20 (ii) An additional 13-14 semester hours of credit from courses classified as  
21 general education within the Comprehensive Articulation Agreements.

22 (E) Associate in Science: An associate in science program shall include a  
23 minimum of 45 semester hours of credit from courses classified as general  
24 education within the Comprehensive Articulation Agreement from the  
25 Combined Course Library, including:

26 (i) 34 semester hours of credit from universal general education transfer  
27 component courses that shall include the following:

28 (I) six semester hours of English composition;

29 (II) six semester hours of communications or humanities/fine arts;

30 (III) six semester hours of social/behavioral science;

31 (IV) eight semester hours of mathematics; and

1           (V) eight semester hours of natural sciences.

2           (ii) An additional 11 semester hours of credit from courses classified as general  
3           education within the Comprehensive Articulation Agreement.

4   (F) Associate in Fine Arts in Music: An associate in fine arts in music program  
5           shall include a minimum of 25 semester hours of credit from courses classified  
6           as general education within the Comprehensive Articulation Agreement from  
7           the Combined Course Library, including:

8           (i) a minimum of 22 semester hours of credit from universal general education  
9           transfer component courses that shall include the following:

10           (I) six semester hours of English composition;

11           (II) three semester hours of communications and/or humanities/fine arts;

12           (III) six semester hours of social/behavioral science;

13           (IV) three to four semester hours of mathematics; and

14           (V) four semester hours of natural sciences.

15           (ii) An additional 3 semester hours of credit from courses classified as general  
16           education within the Comprehensive Articulation Agreement.

17   (G) Associate in Fine Arts in Theatre: An associate in fine arts in theatre program  
18           shall include a minimum of 31 semester hours of credit from universal general  
19           education component courses selected from the Combined Course Library,  
20           including:

21           (i) six semester hours of English composition;

22           (ii) nine semester hours of communications or humanities/fine arts;

23           (iii) nine semester hours of social/behavioral science;

24           (iv) three to four semester hours of mathematics; and

25           (v) four semester hours of natural sciences.

26   (H) Associate in Fine Arts in Visual Arts: An associate in fine arts in visual arts  
27           program shall include a minimum of 25 semester hours of credit from universal  
28           general education component courses selected from the Combined Course  
29           Library, including:

30           (i) six semester hours of English composition;

31           (ii) six semester hours of communications or humanities/fine arts;

- 1 (iii) six semester hours of social/behavioral science;
- 2 (iv) three to four semester hours of mathematics; and
- 3 (v) four semester hours of natural sciences.

4 (I) Associate in Engineering: An Associate in Engineering program shall include  
5 a minimum of 42 semester hours of credit from universal general education  
6 component courses selected from the Combined Course Library, including:

- 7 (i) six semester hours of English composition
- 8 (ii) three semester hours of humanities
- 9 (iii) three semester hours of humanities/fine arts or communications
- 10 (iv) six semester hours of social/behavioral science
- 11 (v) twelve semester hours of mathematics; and
- 12 (vi) twelve semester hours of natural sciences.

13 (J) Associate in General Education Nursing: An Associate in General Education  
14 Nursing program shall include a minimum of 52 and a maximum of 54 semester  
15 hours of credit from general education curriculum courses selected from the  
16 Combined Course Library, including:

- 17 (i) six hours in communications.
- 18 (ii) nine hours in humanities/fine arts;
- 19 (iii) fifteen hours in social/behavioral sciences;
- 20 (iv) fifteen to sixteen hours in natural sciences; and
- 21 (v) seven to eight hours in mathematics.

22 (3) Major Hour Requirements are as follows:

23 (A) Core: Courses identified as curriculum core courses or core subject areas on  
24 the curriculum standard for each program title are required for each associate  
25 in applied science, diploma and certificate. These criteria do not apply to local  
26 certificate or diploma programs if they are not the highest degree level offered  
27 at the college.

28 (B) Concentration: Courses identified on the curriculum standard as required  
29 beyond the core for a specific related employment field are required for each  
30 program that has been identified as a concentration.

1 (C) Other Major Hour: Other Major Hour Courses shall be selected from prefixes  
2 identified on the curriculum standard. A maximum of nine semester hours of  
3 credit may be selected from any non-core prefix listed, with the exception of  
4 restricted prefixes as noted on the curriculum standard. An unlimited number  
5 of semester hours of credit may be selected from core course prefixes as long  
6 as the number of hours selected are in compliance with the maximum number  
7 allowed for the Other Major Hour category and the program. These criteria also  
8 applies to local certificate, diplomas and associate degree programs.

9 (4) Other Required Hours: Other required hour requirements are as follows:

10 (A) Courses that meet graduation or local employer requirements may be included  
11 in a certificate, diploma or associate in applied science program of study with  
12 the following range of semester hours of credit:

13 (i) Certificate: Maximum of one semester hour of credit.

14 (ii) Diploma: Maximum of four semester hours of credit.

15 (iii) Associate in Applied Science: Maximum of seven semester hours of credit.

16 (B) Courses designated as college transfer may be included in the Other Required  
17 area of college transfer programs with the following range of semester hours of  
18 credit:

19 (i) Associate in Arts, Science and Engineering: A minimum of 15 semester  
20 hours of credit. One semester hour of credit may be included in a 61  
21 semester hours of credit program of study. The transfer of this hour is not  
22 guaranteed. The receiving senior institution will determine the  
23 transferability of the course.

24 (ii) Associate in Science: A minimum of 15 semester hours. One semester hour  
25 of credit may be included in a 61 semester hours of credit program of study.  
26 The transfer of this hour is not guaranteed. The receiving senior institution  
27 will determine the transferability of the course.

28 (iii) Associate in Engineering: A minimum of 18 semester hours of credit. One  
29 semester hour of credit may be included in a 61 semester hours of credit  
30 program of study. The transfer of this hour is not guaranteed. The receiving  
31 senior institution will determine the transferability of the course.

1 (iv) Associate in Fine Arts in Theater and Visual Arts: A minimum of 16 semester  
2 hours of credit. One semester hour of credit may be included in a 61  
3 semester hours of credit program of study. The transfer of this hour is not  
4 guaranteed. The receiving senior institution will determine the  
5 transferability of the course.

6 (v) Associate in Fine Arts in Music: A minimum of 34 semester hours of credit.  
7 One semester hour of credit may be included in a 61 semester hours of  
8 credit program of study. The transfer of this hour is not guaranteed. The  
9 receiving senior institution will determine the transferability of the course.

10 (5) Selected Topic and Seminar Courses: Selected topic and seminar courses are  
11 designed to be temporary courses and shall be revised each semester. Selected  
12 topic courses provide an opportunity to explore areas of current interest in specific  
13 program or discipline areas with an emphasis on subject matter appropriate to the  
14 program or discipline. Seminar courses provide an opportunity to explore topics  
15 of current interest with an emphasis on the development of critical listening skills  
16 and ability to critically analyze issues to establish informed opinions. Courses  
17 designed to be long-term shall be submitted for inclusion in the Combined Course  
18 Library. Selected topic and seminar courses may be included in the Other  
19 Required Hours as defined in 1D SBCCC 400.10(e)(4) of a program of study with  
20 the following range of semester hours of credit:

21 (A) Certificate, Diploma and Associate in Applied Science: Maximum of three  
22 semester hours of credit for both selected topics and seminar courses.

23 (B) Associate in Arts, Science, Engineering, and Fine Arts in Music, Theatre and  
24 Visual Arts: Maximum of one semester hour credit, utilized as the 61st hour,  
25 for both selected topic and seminar courses. The transfer of this hour is not  
26 guaranteed. The receiving senior institution will determine the transferability of  
27 the course.

28 (C) Associate in General Education. Maximum of three semester hours of credit  
29 for both selected topics and seminar courses.

30 (D) Associate in General Education Nursing: Selected topic and seminar courses  
31 may not be included.



1       (6) Work-Based Learning:

2       (A) Work-Based Learning is the development of job skills and an opportunity for  
3       career exploration by providing the non-captive or non-special credit curriculum  
4       student with employment that is coordinated with the educational program.  
5       Credit of one semester hour is awarded for each 160 hours of Work-Based  
6       Learning i.e. WBL curriculum prefix courses. Work-Based Learning curriculum  
7       courses may be included in a program of study with the following range of  
8       semester hours of credit:

9       (i) Certificate: Maximum of two semester hours of credit

10      (ii) Diploma: Maximum of four semester hours of credit. Students participating  
11      in an apprenticeship registered under the State's Apprenticeship Program  
12      may use up to sixteen semester hours of credit in the diploma program.

13      (iii) Associate in Applied Science: Maximum of eight semester hours of credit.  
14      Students participating in an apprenticeship registered under the State's  
15      Apprenticeship Program may use up to sixteen semester hours of credit in  
16      the associate in applied science program.

17      (iv) Associate in Arts, Science, Engineering and Fine Arts in Music, Theatre and  
18      Visual Arts: Maximum of one semester hour credit which may be utilized as  
19      the 61st hour.

20      (v) Associate in General Education: Maximum of seven semester hours of  
21      credit.

22      (vi) Associate in General Education Nursing: Work-Based Learning shall not be  
23      included.

24      (B) The following are required components for offering Work-Based Learning  
25      curriculum courses:

26      (i) A college faculty coordinator or college work-based learning director shall  
27      plan and coordinate student activity in Work-Based Learning

28      (ii) The employer is responsible for the supervision of the student on the job.

29      (iii) If a Work-Based Learning curriculum course is required for program  
30      completion, the Work-Based Learning curriculum course must be included  
31      in a program of study which has been approved by the System Office.

1 (iv) Students shall meet age and employment requirements established by the  
2 State's Apprenticeship Program.

3 (v) A college shall utilize work-based learning (i.e. WBL curriculum prefix)  
4 course information as listed in the Combined Course Library.

5 (vi) Consultation between the college representative, employer, and student  
6 must occur during the Work-Based Learning experience. Each Work-  
7 Based Learning student must receive one mandatory site visit for  
8 consultation by college faculty or the work-based learning director.  
9 Alternative methods of consultation with the employer and student may be  
10 utilized if a physical visit is not feasible as determined by the college faculty  
11 or work-based learning director responsible for the site visit.

12 (vii) Students enrolled in Work-Based Learning curriculum courses must be  
13 enrolled in an approved curriculum program which includes WBL prefix  
14 curriculum course(s).

15 (C) Colleges must retain a file for Work-Based Learning students that contain the  
16 following items:

17 (i) A current student transcript or Final Grade Report;

18 (ii) A student time/wage report worksheet;

19 (iii) A completed Work-Based Learning application;

20 (iv) A measurable learning outcomes (MLOs) worksheet or a job description.

21 The MLOs are agreed upon experiences that the student will obtain while  
22 working. The job description must contain a list of general tasks, or  
23 functions, and responsibilities of a position. The employer, college faculty,  
24 or work-based learning director, and the student must develop the MLO  
25 within the first two weeks of employment. The student, employer and the  
26 faculty coordinator (or Work-Based Learning director) shall sign the MLO  
27 worksheet. The minimum number of MLOs that must be completed and  
28 evaluated are:

29 (I) 160 contact hours (1 Semester Hour Credit) = 1 MLO

30 (II) 320 contact hours (2 Semester Hour Credits) = 2 MLOs

31 (III) 480 contact hours (3 Semester Hour Credits) = 3 MLOs

1           (IV) 640 contact hours (4 Semester Hour Credits) = 4 MLOs

2           (v) Documentation of an employer evaluation; and

3           (vi) Documentation of employer consultation.

4           Colleges may substitute an apprenticeship agreement in lieu of requirements in  
5           1D SBCCC 400.10(e)(6)(C)(iii-vi) for individuals enrolled in a college program who  
6           are participating in an apprenticeship agreement.

7           (D) Budget FTE

8           (i) Work-Based Learning curriculum courses shall earn budget/FTE at the 100  
9           percent rate of assigned Work-Based Learning hours and shall not exceed  
10           a maximum of 320 membership hours per student per semester. Students  
11           that are participating in a registered apprenticeship program through the  
12           State's Apprenticeship Program shall not exceed 640 membership hours  
13           per student per semester.

14           (ii) Students shall meet class membership requirements and shall also begin  
15           the Work-Based Learning experience before a college may claim class  
16           hours for budget FTE.

17           (iii) The college is responsible for assuring that Work-Based Learning  
18           experiences are established prior to the beginning of the Work-Based  
19           Learning course. The college may report Work-Based Learning activities  
20           either as membership hours or contact hours if the following criteria are met:

21           (I) A student is considered to be in class membership when the student  
22           meets the following criteria: enrolled as evidenced by payment of  
23           applicable tuition and fees, or obtained a waiver as allowed for in G.S.  
24           115D-5(b); attended one or more classes prior to or on the 10 percent  
25           point in the class; and has not withdrawn or dropped the class prior to or  
26           on the 10 percent point.

27           (II) Contact hours. Students may begin and end the Work-Based Learning  
28           at any time during the semester or term enrolled. The college reports  
29           only the contact hours that the student actually worked within the term.

30           (III) Work-Based Learning Orientation. In situations where a college  
31           chooses to offer a Work-Based Learning orientation, no more than two

1 contact hours of Work-Based Learning orientation may be counted  
2 toward the student's work-based learning experience hours. The  
3 orientation may occur prior to the beginning of the semester (although  
4 those hours may not be counted towards FTE) provided that the college  
5 has a written policy for such services.

6  
7 History Note: G.S. 115D-5;  
8 Eff. December 1, 2017.  
9

10 ~~1D SBCCC 400.99 Career and College Promise~~ 1D SBCCC 400.11 Education

11 Services for Minors (Curriculum)

12 ~~RESERVED FOR FUTURE CODIFICATION~~

13 ~~Definition: Career and College Promise is a dual enrollment program for eligible North~~  
14 ~~Carolina high school students.~~

15 The purpose of Career and College Promise is to offer structured opportunities for  
16 qualified high school students to dually enroll in community college courses that provide  
17 pathways that lead to a certificate, diploma, or degree as well as provide entry-level jobs  
18 skills. Academic credits earned through Career and College Promise shall enable  
19 students who continue into postsecondary education after graduating from high school to  
20 complete a postsecondary credential in less time than would normally be required. All  
21 previous high school transition programs, including Huskins, Concurrent Enrollment,  
22 Cooperative and Innovative High Schools, Learn and Earn, and Learn and Earn Online  
23 were consolidated and replaced by Career and College Promise. Career and College  
24 Promise rules applicable to Workforce Continuing Education are provided in 1D SBCCC  
25 300.4(c)(1)(D).

26 (a) The major purpose of community colleges is to serve students who have graduated  
27 from high school or are beyond the compulsory age limit of the public school and have  
28 left public school. However, a minor may seek admission to a community college  
29 subject to the conditions in this Section.

30 (b) Career and College Promise is a dual enrollment program for eligible North Carolina  
31 high school students. Community colleges may collaborate with local school

1 administrative units to offer courses through the following Career and College Promise  
2 program pathways:

3 (1) A College Transfer Pathway approved by the State Board of Community Colleges  
4 including transfer courses in English and mathematics;

5 (2) A Career and Technical Education Pathway leading to a certificate, diploma or  
6 degree;

7 (3) A Cooperative Innovative High School Pathway approved under Part 9 of Article  
8 16 of Chapter 115D of the North Carolina General Statutes.

9 (c) All non-self-supporting curriculum courses taken by high school students at  
10 community colleges in accordance with this Section are tuition-waived.

11 (d) High school students may not audit courses offered under the Career and College  
12 Promise Program.

13 (e) High school students enrolled in a College Transfer Pathway or a Career and  
14 Technical Education Pathway may not enroll in developmental education courses.

15 (f) A college shall submit a program of study for each Career and College Promise  
16 program it plans to offer, to the North Carolina Community College System Office  
17 using program codes provided by the North Carolina Community College System  
18 Office.

19 (1) Career and Technical Education programs of study must be in compliance with the  
20 State Board approved curriculum standard and must include a minimum of twelve  
21 (12) semester hours of credit from core courses or consist of courses as listed in  
22 the college's catalog as a local, traditional certificate. General education courses  
23 for career and technical education programs of study shall be directly related to  
24 student success in the selected major. All courses in the program of study must  
25 be required courses. Course options are prohibited.

26 (2) College Transfer Pathway programs of study shall be in compliance with the State  
27 Board approved Associate in Arts, Associate in Engineering, Associate in Science,  
28 Associate in Fine Arts in Visual Arts or Associate Degree Nursing Transfer  
29 Pathways approved by the State Board of Community Colleges.

30 (3) Programs of study must be approved by the North Carolina Community College  
31 System Office assigned Academic Programs staff before students can be enrolled.

1 (4) Within the Career and College Promise program of study, a college must verify its  
2 capacity to teach all courses in the program of study.

3 (5) Career and College Promise Students may not be enrolled in the Associate in  
4 General Education or General Occupational Technology programs.

5 (6) Students enrolled in Adult Basic Education or Adult Secondary Education are not  
6 eligible for Career and College Promise.

7 (g) High school students shall complete a college application, provide a high school  
8 transcript which demonstrates eligibility to enroll in Career and College Promise as  
9 outlined in 1D SBCCC 400.11(i), (j), or (k) and provide evidence of college readiness  
10 as outlined in SBCCC 400.11(i)(1)(i) to be admitted into a Career and College Promise  
11 transfer pathway. The high school shall provide signed and dated documentation from  
12 the high school principal or designee stating the eligibility requirements have been  
13 met. Colleges must verify eligibility prior to enrollment of the student in the Career and  
14 College Promise Program. Colleges shall maintain verification of student eligibility for  
15 a Career and College Promise pathway.

16 (h) Colleges shall assign student codes provided by the North Carolina Community  
17 College System Office and shall update the student code to reflect when the student  
18 transitions out of the Career and College Promise program and is no longer eligible to  
19 participate in the program and receive a tuition waiver.

20 (i) Colleges must be in compliance with 1D SBCCC 400.96 (a) regarding Level I  
21 Instructional Service Agreements when providing courses (on-line or traditional) or  
22 services to groups of Career and College Promise students outside of their service  
23 area.

24 (j) High school graduation may not be delayed in order to continue a student's eligibility  
25 for the Career and College Promise Program.

26 (k) College Transfer Pathway

27 (1) To be eligible for enrollment in a College Transfer Pathway, a high school student  
28 must:

29 (A) Be a high school junior or senior as designated by the local educational agency;

30 (B) Have a weighted high school GPA of 3.0; and

1 (C) Demonstrate college readiness in English, reading and mathematics by  
2 meeting benchmarks on diagnostic assessment tests which have been  
3 approved by the State Board of Community Colleges.

4 (D) A high school junior or senior who does not demonstrate college readiness in  
5 English, reading and mathematics may be enrolled in English and mathematics  
6 courses and will be a provisional student in a College Transfer Pathway if the  
7 student meets the following criteria:

8 (i) Has a cumulative weighted GPA of 3.5;

9 (ii) Has completed two years of high school English with a grade of "C" or  
10 higher;

11 (iii) Has completed high school Algebra II or Math III (or a higher level math  
12 class) with a grade of "C" or higher;

13 (iv) Has the written approval of the high school principal or his/her designee;  
14 and,

15 (v) Has the written approval of the community college president or his/her  
16 designee.

17 (vi) To no longer be a provisional student, the student must successfully  
18 complete the first English and first mathematics courses with a grade of "C"  
19 or higher.

20 (vii) Provisional students in the ADN pathway must complete the first math  
21 in the AGE - Nursing degree with a "C" or higher and ENG 111 in the  
22 pathway with a "C" or higher before being fully admitted to the ADN  
23 pathway.

24 (viii) Once a student completes the requirements to no longer be a provisional  
25 student and with approval of the high school principal or the high school  
26 principal's designee and the college's chief student development  
27 administrator or the college's chief academic officer, the student may enroll  
28 in both a College Transfer Pathway and a Career Technical Education  
29 Pathway.

30 (2) To maintain eligibility for continued enrollment in the pathway, a student must:

1 (A) Continue to make progress toward high school graduation as outlined in G.S.  
2 115C-105.35, and

3 (B) Maintain a 2.0 GPA in college coursework after completing two courses.

4 (3) A student who falls below a 2.0 GPA after completing two college courses will be  
5 subject to the college's policy for satisfactory academic progress.

6 (4) A student may only enroll in one College Transfer Pathway program of study.  
7 Course substitutions may be approved by the chief academic officer for individual  
8 students. Course substitutions for individual students must be documented and  
9 maintained on file.

10 (5) A student may change the student's pathway major with approval of the high  
11 school principal or the high school principal's designee and the college's chief  
12 student development administrator or the college's chief academic officer. The  
13 college's chief student development administrator shall approve a change in  
14 pathway based on verification that the program change allows the student to meet  
15 their newly chosen career path.

16 (6) High school students in the CCP College Transfer Pathways must complete the  
17 entire pathway before taking additional courses in the Associate degree with the  
18 exception of mathematics courses.

19 (7) With approval of the high school principal or the high school principal's designee  
20 and the college's chief student development administrator or the college's chief  
21 academic officer, a student who completes a College Transfer Pathway, while still  
22 enrolled in high school, may continue to earn college transfer credits leading to the  
23 completion of the Associate in Arts, Associate in Science, Associate in  
24 Engineering, Associate in Fine Arts in Visual Arts or Associate in General  
25 Education Nursing degree.

26 (8) With approval of the high school principal or the high school principal's designee  
27 and the college's chief student development administrator or the college's chief  
28 academic officer, a student may enroll in both a College Transfer Pathway and a  
29 Career Technical Education (CTE) pathway.

30 (9) A student may change the student's program of study major with approval of the  
31 high school principal or the high school principal's designee and the college's chief



1 student development administrator or the college's chief academic officer. The  
2 college's chief student development administrator or the college's chief academic  
3 officer shall approve a change in pathway based on verification that the program  
4 change allows the student to meet their newly chosen career path.

5 (k) Career Technical Education Pathway (CTE) (Juniors and Seniors)

6 (1) To be eligible for enrollment, a high school student must:

7 (A) Be a high school junior or senior;

8 (B) Have a weighted GPA of 3.0 on high school courses or have the  
9 recommendation of the high school principal or the high school principal's  
10 designee; and

11 (C) Have received career pathway information outlining program requirements for  
12 completion of the certificate or diploma.

13 (2) College Career Technical Education courses may be used to provide partial or full  
14 fulfillment of a four-unit high school career cluster. The college will grant articulated  
15 credit to students based on the then-current local or state North Carolina High  
16 School to Community College articulation agreement.

17 (3) To maintain eligibility for continued enrollment, a student must:

18 (A) Continue to make progress toward high school graduation as outlined in G.S.  
19 115C-105.35, and

20 (B) Maintain a 2.0 in college coursework after completing two courses.

21 (4) A student who falls below a 2.0 GPA after completing two college courses will be  
22 subject to the college's policy for satisfactory academic progress.

23 (5) Course substitutions may be approved by the chief academic officer for individual  
24 students. The college will document course substitutions for individual students  
25 and maintain those course substitutions in the student's file.

26 (6) With approval of the high school principal or the high school principal's designee  
27 and the college's chief student development administrator or the college's chief  
28 academic officer, a Career Technical Education Junior or Senior may concurrently  
29 enroll in two Career and Technical Education Pathways or in one College Transfer  
30 Pathway and one Career Technical Education Pathway.

1 (7) The student may change the student's pathway major with approval of the high  
2 school principal or the high school principal's designee and the college's chief  
3 student development administrator or the college's chief academic officer. The  
4 college's chief student development administrator or the college's chief academic  
5 officer shall approve a change in pathway based on verification that the program  
6 change allows the student to meet their newly chosen career path.

7 (8) With approval of the high school principal or the high school principal's designee  
8 and the college's chief student development administrator or the college's chief  
9 academic officer, student who completes the Career and Technical Education  
10 certificate or diploma may continue in the same traditional associate in applied  
11 science program as long as they are still eligible for the Career and College  
12 Promise program.

13 (9) The college may award the certificate or diploma, to the Career and College  
14 Promise student prior to high school graduation. A college shall not award an  
15 associate degree prior to high school graduation verification.

16 (l) Career Technical Education Pathway (Freshmen and Sophomores)

17 (1) Colleges may enroll eligible high school freshmen and sophomores only in  
18 industrial technologies (program code 50xxx), engineering technologies (program  
19 code 40xxx), agriculture and natural resources (program code 15xxx), and  
20 transportation (program code 60xxx) certificate and diploma programs.

21 (2) To be eligible for enrollment, a high school student must be a high school freshman  
22 or sophomore.

23 (A) A freshman must:

24 (I) Have passed Math I with a grade of "C" or better;

25 (II) Test college ready in mathematics as determined by the assessment given  
26 by the North Carolina Department of Public Instruction;

27 (III) Test college ready in English and reading as determined by the assessment  
28 given by the North Carolina Department of Public Instruction;

29 (IV) Have received information outlining program requirements for  
30 completion of the certificate or diploma and

1 (V) Have the recommendation of the high school principal or the principal's  
2 designee.

3 (B) A qualified sophomore must:

4 (I) Have passed Math I with a grade of "C" or better;

5 (II) Test college ready in mathematics as determined by the assessment given  
6 by the North Carolina Department of Public Instruction;

7 (III) Test college ready in English and reading as determined by the assessment  
8 given by the North Carolina Department of Public Instruction;

9 (IV) Have a weighted GPA of 3.0 on high school courses;

10 (V) Have received information outlining program requirements for completion  
11 of the certificate or diploma and

12 (VI) Have the recommendation of the high school principal or his/her  
13 designee.

14 (3) Freshmen and sophomores who do not have college readiness scores for  
15 mathematics, English and reading from the assessments given by the North  
16 Carolina Department of Public Instruction must demonstrate college readiness  
17 by taking an alternative assessment which meets benchmarks on diagnostic  
18 assessment tests which have been approved by the State Board of Community  
19 Colleges.

20 The college shall establish a local policy that details which alternative assessment  
21 score will be used in place of mathematics, English, and reading scores.

22 (4) College Career Technical Education courses may be used to provide partial or full  
23 fulfillment of a four-unit career cluster. The college will grant articulated credit to  
24 the students based on the then-current local or state North Carolina High School  
25 to Community College articulation agreement. To maintain eligibility for continued  
26 enrollment, a student must:

27 (A) Continue to make progress toward high school graduation, and

28 (B) Maintain a 2.0 in college coursework after completing two college courses. A  
29 student who falls below a 2.0 GPA after completing two college courses will be  
30 subject to the college's policy for satisfactory academic progress.

1 (5) A student must enroll in one pathway and may not substitute courses in one  
2 pathway for courses in another.

3 (A) The student may change the student's pathway major to another eligible  
4 program of study with approval of the high school principal or the high school  
5 principal's designee and the college's chief student development administrator  
6 or the college's chief academic officer. The college's chief student  
7 development administrator or the college's chief academic officer shall approve  
8 a change in pathway based on verification that the program change allows the  
9 student to meet their newly chosen career path.

10 (B) A student may concurrently enroll in two Career and Technical Education  
11 Pathways in allowable program areas provided the exception has been  
12 approved by the college's chief student development administrator or the  
13 college's chief academic officer. The college's chief student development  
14 administrator or the college's chief academic officer shall approve an exception  
15 if concurrent pathways are aligned to the student's career pathway interest and  
16 career goals.

17 (6) With approval of the high school principal or the high school principal's designee  
18 and the college's chief student development administrator or the college's chief  
19 academic officer, a student who completes a Career Technical Education pathway,  
20 while still enrolled in high school may continue to earn college credits leading to  
21 the completion of a higher level credential within the same program code. The  
22 college's chief student development administrator or the college's chief academic  
23 officer shall approve the continuation if the credential is in the same program code.

24 (7) With approval of the high school principal or the high school principal's designee  
25 and the college's chief student development administrator or the college's chief  
26 academic officer, a student who completes the Career and Technical Education  
27 certificate or diploma may continue in the same traditional associate in applied  
28 science program as long as they are still eligible for the Career and College  
29 Promise program.

1 (8) The college may award the certificate or diploma to the Career and College  
2 Promise student prior to high school graduation. An associate degree may not be  
3 awarded prior to high school graduation verification.

4 (m) Cooperative Innovative High School Programs (CIHSP)

5 (1) Cooperative Innovative High School Programs are jointly established by local  
6 boards of education and local boards of trustees.

7 (2) CIHSP enroll 100 or fewer students per grade level.

8 (3) Students enrolled in CIHSP have the opportunity to complete an associate degree  
9 program, diploma, certificate, or earn up to two years of college credit while  
10 completing a high school diploma within five years. Students pursuing credits  
11 beyond the initial transfer associate degree must provide documentation of  
12 justification based upon career pathway needs or transfer program requirements  
13 (i.e. bachelor degree plan published by the university). The high school principal  
14 or the high school principal's designee and the college's chief student development  
15 administrator or the college's chief academic officer must approve prior to  
16 enrollment in a second transfer program.

17 (4) CIHSP are located on college campuses. A school shall obtain approval from the  
18 State Board of Community Colleges for exceptions to this requirement. Exceptions  
19 are based on local needs as outlined in the location waiver request. The approved  
20 waiver shall be maintained locally for documentation. The State Board of  
21 Community Colleges shall use the following factors to determine whether to  
22 approve location waivers:

23 (A) Space availability;

24 (B) School capacity;

25 (C) Proximity to the student population; or

26 (D) Suitable, available space with equipment specific to the curriculum.

27 (5) Student eligibility requirements for CIHSP are determined locally.

28 (6) CIHS students may not audit courses.

29 (7) Colleges shall not award the associate degree prior to verifying high school  
30 graduation.

1        (8) Colleges may award the certificate or diploma prior to verifying high school  
2        graduation.

3

4        *History Note: Authority G.S.115D-20(4);*

5        *Eff. December 1, 2017.*

DRAFT