**(Award type and program title)**

**EX: Associate in Arts Degree in Criminal Justice for Transfer**

**Please adhere to the following format conventions:**

* Use the heading (item) and numbering convention (for example: Item 1. Program Goals and Objectives).
* Ensure the description provided under each item is removed from the narrative prior to submission.

**Only the Program Goals and Objectives and Catalog Description items are required for the Narrative. The catalog description must reflect the following:**

**Item 1. Program Goals and Objectives**

Identify the goals and objectives of the program. The stated goals and objectives of the program must be consistent with the mission of the community colleges as established by the Legislature in Education Code section 66010.4. Often, colleges will include the program level Student Learning Outcomes (SLOs) in this section that identify the program’s goals and objectives.

Based upon the program goals, objectives appropriate to these goals, and program design consistent with these objectives, the determination is made as to whether the proposed program is appropriate to the mission of the local college and community college system. For example, a program must be directed at the appropriate level for community colleges—that is, it must not be directed at a level beyond the associate degree or the first two years of college. Similarly, a program must address a valid transfer, occupational, basic skills, civic education, or lifelong learning purpose. The program may not be primarily avocational or recreational. The statement of goals and objectives serves to define the degree over time and is one of the major factors in determining whether future changes to the degree are considered substantial or non-substantial for Chancellor’s Office review purposes.

**Item 2. Catalog Description**

The catalog description of the proposed ADT represents a commitment to the student and **must be entered exactly as it will appear in the college catalog**. Please include an overview of the knowledge and skills students will demonstrate upon completion.

Pursuant to SB1440, section 66746, the description **must also include** the following completion requirements:

• Completion of 60 semester units or 90 quarter units of degree-applicable courses,

• Minimum overall grade point average of 2.0,

• Minimum grade of “C” (or “P”) for each course in the major, and

• Completion of IGETC and/or CSU GE-Breadth.