

the knowledge and preparation of skills needed for entry level positions in the workforce or obtain short-term vocational skills needed for immediate employment.

The Certificate of Completion is awarded those students who successfully complete the required courses for the certificate.

General Education Reciprocity Program with Community Colleges

The Chabot-Las Positas Community College District has entered into a mutual agreement with eight other local community colleges to accept the General Education and graduation proficiency of these colleges as completed for Chabot College and Las Positas College. The other participating colleges are:

DeAnza College (Cupertino), Evergreen Valley College (San Jose), Foothill College (Los Altos Hills), Gavilan College (Gilroy), Mission College (Santa Clara), Ohlone College (Fremont), San Jose City College (San Jose), and West Valley College (Saratoga).

Effective fall 2007, students who obtain an official General Education Reciprocity Program Certification (which verifies completion of Associate Degree General Education and graduation proficiency) or complete an associate degree at any one of the participating colleges will have both their General Education course work and graduation proficiency accepted as completing Chabot College's and Las Positas College's General Education and graduation proficiency for the Associate of Arts and/or the Associate of Science Degree.

No additional general education course work will be required if the certification is officially presented. Students will still be required to complete all courses and prerequisites needed for a major. The agreement also means that the other participating colleges will accept the General Education and graduation proficiency pattern of Chabot College and Las Positas College if an official General Education Reciprocity Program Certification is presented at any of the member colleges. Students must request certification in the Counseling Department. This agreement is reviewed periodically.

Petition to Graduate

At least one semester before the scheduled graduation ceremony, students should schedule an appointment with a counselor to check their progress in fulfilling the graduation requirements and arrange to complete the appropriate application for graduation. Official transcripts from other colleges must be submitted to the Admissions and Records Office, for coursework to be considered in meeting graduation requirements at Las Positas College. For graduation purposes only, total attempted and completed units transferred from other colleges will be included in determining a student's overall cumulative grade-point average (GPA).

Students may receive degrees or certificates at the end of any semester or the end of summer session. Students should petition no later than the tenth instructional week of the semester in which they plan to complete the requirements. Deadline dates are listed in the College Calendar (printed in the Class Schedule). "Request for Degree or Certificate" forms are available at the Admissions and Records Office or on the Las Positas College website.

Commencement Exercises are held in late May or early June. All students receiving degrees and/or certificates are cordially invited to participate.