



PETITION FOR AA/AS DEGREE OR ASSOCIATE DEGREE FOR TRANSFER TO CSU (AA-T/AS-T)

Prior to making an appointment to meet with a counselor for an evaluation to petition for graduation you should review the following Degree requirements:

Requirements for graduation with an Associate Degree are prescribed by the State Chancellor’s Office and the Board of Trustees of Peralta Colleges. Degrees are conferred when students have met the prescribed requirements. The Peralta Community Colleges also offer the Associate Degrees for Transfer to CSU (AA-T/AS-T). These degrees provide a transfer pathway to a CSU major and baccalaureate degree. See a counselor for more information.

Students must file a “Petition for an AA/AS Degree or AA-T/AS-T” by the deadline specified in the College Calendar. Students should file the petition once all course requirements are completed or are in progress. Official transcripts of any coursework completed outside Peralta District must be on file prior to requesting the evaluation or accompany the petition. Petitions are available in the Admissions and Records Office and must be filed by appointment with a counselor.

Overall Requirements for AA/AS Degree

Candidates for the Associate Degree must complete 60 degree applicable units, which include courses in a major, General Education, and electives, as necessary.

1. At least 19 units must be completed in General Education.
2. A minimum number of 18 units required for the major. The number of units varies with the major. Students should refer to the individual curriculum patterns for this information. When the units from the General Education and major do not total 60 units, students must complete any degree – applicable course(s), referred to as electives, until the total of 60 units is met.
3. At least 12 units must be taken at the college where the student is petitioning.
4. A minimum grade-point average of 2.0 (“C”) is required in EACH of the following:
 - Overall grade-point average
 - General Education requirements
 - In **each** course in the major.
5. Students who have earned a Bachelor’s degree and want to earn an AA/AS degree from Peralta are exempt from Peralta Community College District local GE requirements
6. Students who have earned a Bachelor’s degree from a foreigner institution and want to earn an AA/AS degree from Peralta are also eligible to be exempted from completing the Peralta Community College District GE requirements. Students must submit translated transcripts using the approved translation services provided by the World Education Services, www.wes.org.

Follow the steps below to submit your petition:

Step 1 - Complete this petition

Step 2 - Schedule an appointment with a counselor for review and have them sign and date the bottom of the form

Step 3 - Return your completed petition to the Admissions and Records Office on the college campus.

Step 4 - Sign the log-in sheet when you submit your petition.

Student’s Signature: _____ **Date:** _____



STUDENT INFORMATION

Name: _____ **Student ID:** _____
Last First M.I. or last 4 digits of SSN

Address: _____
No. & Street City State Zip Code

Phone: _____ **Email:** _____

Previous name: _____
Last First M.I.

Age: _____ **Ethnicity:** _____ **Other:** _____

Date(s) previous petitions submitted (if applicable): _____

I hereby petition for an: AA/AS Degree AA-T/AS-T Degree (CSU GE-Breadth)* AA-T/AS-T Degree (IGETC)*
*These degrees require full certification of CSU GE-Breadth or IGETC

My graduation requirements were/will be completed at the end of: Summer _____ Fall _____ Spring _____
Year Year Year

Peralta College: _____ **Major:** _____

I would like my *name to appear on the degree as follows: (Please print clearly)

_____ First Middle Last

*If name is different from our records you must provide proof of name change.

Student's Signature: _____ **Date:** _____

ADDITIONAL COLLEGE & COURSE INFORMATION

Official transcripts from all colleges and universities attended **MUST** be on file in the District Admissions and Records Office prior to filing this petition. If transcripts are not currently on file, they must be attached to this petition in a **sealed envelope** from the institution.

List courses currently in progress: (outside Peralta Community College District)

College	Course Title	Units
_____	_____	_____
_____	_____	_____
_____	_____	_____

List any colleges/universities attended other than the Peralta Community College District.

Course enrollment or decision pending (See page 3) **Degree earned:** _____

*** COUNSELOR REVIEW ONLY ***

Counselor review of the AA/AS Degree or AA-T/AS-T requirements is required but does not guarantee that all requirements have been met and the AA/AS Degree or AA-T/AS-T will be issued. Official degree/certificate evaluation is completed and processed by the District Admissions and Records Office.

Student was seen by: _____ **Counselor ID#:** _____
Counselor Name (Print) i.e. 12345678

Counselor Signature: _____ **Date:** _____

***Dean of Student Services' Signature:** _____ **Date:** _____
*Dean of Student Services' signature required after petition deadline.



Peralta Community College District course enrollment or decisions pending:

***Include copies of credit by exam or substitution waiver/petitions.*

Future Intersession or Summer Enrollment

College	Department #	Course Title	Units
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Credit by Examination

College	Department #	Course Title	Units
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Waiver Request(s)

College	Department #	Course Title	Units
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Substitution Request(s)

College	Department #	Course Title	Units
1. _____	_____	_____	_____
	FOR:	_____	_____
2. _____	_____	_____	_____
	FOR:	_____	_____
3. _____	_____	_____	_____
	FOR:	_____	_____
4. _____	_____	_____	_____
	FOR:	_____	_____
4. _____	_____	_____	_____
	FOR:	_____	_____
4. _____	_____	_____	_____
	FOR:	_____	_____