Glossary of Educational Terms

**Associate of Arts Degree (AA):** A 90-credit community college transfer degree. It provides a broad education and allows you to fulfill some or all of the general education requirements and prerequisite coursework for many four-year degrees in arts and sciences.

**Associate of Science Degree (AS):** A 90-credit community college transfer degree intended for students who plan to transfer and receive a bachelor’s degree from a four-year college or university with a transfer major in a science related area.

**Associate of Applied Science Degree (AAS):** Associate of Applied Science (A.A.S.) degree prepares students for employment through development of technical and related skills and instruction in academic subjects appropriate to the occupational field.

**Associate of Applied Science-Transfer Degree (AAS-T):** The A.A.S.-T allows students to complete a vocational/technical program and then apply his/her technical credits toward a baccalaureate degree at certain four-year schools, as long as specific Related Instruction courses have been successfully completed.

**Associate in Business Degree (AB):** A 90-credit community college transfer degree designed for students intending to transfer to a four-year college or university and major in business.

**Bachelor’s Degree:** The academic title (Bachelor of Arts or Bachelor of Science) granted by four-year colleges and universities upon the successful completion of approximately 180 quarter credits or four years of prescribed study (including the credits completed at a community college). This degree is sometimes called a “baccalaureate” degree.

**Credit/Credit Hour:** The words “credit” and “hour” are often used synonymously. For the majority of courses, the number of credits offered equals the number of hours in a class per week for that course. (A five-credit course requires five hours in class each week.) NOTE: Your tuition is based on the total number of credit hours you register for, but you receive credit on your transcript only for the number of credit hours in which you receive a passing grade.

**Direct Transfer Agreement (DTA):** The Direct Transfer Agreement is an agreement between community colleges and participating four-year public and private Washington state colleges and universities that assures the transfer of credit with an AA, AS or AB degree into these colleges and universities, but not automatic admission, since each institution has separate admission criteria such as G.P.A., residency, core requirements or major preparation.
Educational Plan: An educational plan is a road map toward a college degree and an outline of the coursework required to complete an educational goal/program of study. Working with an advisor, students develop an educational plan using degree planning sheets. This plan takes into consideration factors such as course sequences, personal timelines and four-year admission and transfer major deadlines and requirements.

Equivalency Guide: A guide found on websites of most Washington state four-year colleges and universities that allows you to find out how a course at your college transfers into that institution.

Grade Point Average (GPA): Each grade you earn in a course is assigned a number of points. Your GPA is based on the total number of points earned and the total number of quarter hours attempted.

General Education: Broad base of liberal arts core courses in English, Math and the Areas of Knowledge such as Visual, Literary and Performing Arts (Humanities), Individuals Cultures and Societies (Social Science), and Natural World (Natural Science).

Major: A program of study at a college or university that a student chooses to study in-depth in order to earn a four-year bachelor’s degree.

Prerequisite: The requirement(s) that must be met before a student may enroll in a particular course or program. A prerequisite might be completion of a given class before enrollment in a more advanced class, or a satisfactory score on a placement test.

Quarter: A term of classes which is approximately 11 weeks (8 weeks in summer quarter), depending on the college. A college using the quarter system, such as the Seattle Community Colleges, has three equal quarters (fall, winter, spring) and a shorter summer quarter.

Semester: A term of classes which is approximately 15 weeks. Colleges on the semester system have two semesters per academic year and a summer session.

Note: 1 semester credit equals 1.5 quarter credits.

Transcript: A copy of your academic record showing courses completed and grades and credits earned. To be “official” it must be mailed by your former college directly to your college or delivered by you unopened in an envelope that has been officially sealed by your former school.

Transcript Evaluation: If you are transferring credits from another college or university your official transcripts are evaluated by the Credentials Office to determine how many courses previously taken might be applied to your associate degree graduation requirements. Academic advisors may do an unofficial evaluation to initially place you into classes.

Transferability: Classes that transfer to four-year colleges and universities are generally those numbered 100 and above in the college catalog and include general education courses listed in the
Areas of Knowledge (Visual, Literary and Performing Arts, Individuals, Cultures and Societies, and Natural World) as well as transferable electives listed on the AA worksheet; however there are exceptions. If you complete an AA transfer degree, you can include a maximum of 15 credits of “normally non-transferable courses” numbered 100 and above in your degree. There are also certain professional-technical programs and courses that may transfer to specific colleges or universities. If you are uncertain whether a course is transferable, check with an advisor or consult your transfer institution’s course equivalency guide.

**Transfer Major Prerequisites:** Courses to be completed in order to be eligible for admission into a certain transfer major.

**Upside Down Degree:** A bachelor’s degree that allows you to transfer your AAS or AAS-T degree to a four-year university as 90 credits, preparing you to continue with your last two years of coursework at the university.