**Instruction and Courses (100)**

**In this category are items related to designing, teaching, supplying, and running classes.**

*100-139: ARC items*

*140-159: ARC/ISP items*

160: Course Outline and Course Syllabus Information

160A: Course Syllabus Information and Format (formerly Appendix K)

161: New Course Approvals

161A: Guidebook for New Course and Outline Revision Approval (formerly Appendix J)

162: Career Technical Program Approval

162P: Career Technical Program Approval Procedure

163: Degree and/or Certificate Requirement Changes

163P: Degree and/or Certificate Requirement Changes Procedure

164: Class Section Cancellation Guidelines

164P: Class Section Cancellation Procedure

170: Textbook and Instructional Materials Adoption

170P: Textbook and Instructional Materials Adoption Procedure

170 A: Faculty-Authored Text Adoption Request

180: Continuing Education Units

181: Related Instruction

190: Academic Dishonesty

191: Administrative Withdrawal

**Evaluation, Examination, and Placement (200)**

**In this category are items related to how students are graded, tested, and placed at the CCC campus.**

*200-239: ARC items*

*240-259: ARC/ISP items*

260: Placement Assessment

261: Math Placement Information in Career and Technical Degrees or Certificate Programs

270: Testing Center Standardfor Make-up, Challenge, and Other Student Exams **(to be written)**

270P: Testing Center **Procedures** for Make-up, Challenge, and Other Student Exams

280: Grading

280A: Department Grading Methods (formerly Appendix C)

290: Determining the Ability to Benefit in an Educational Environment

290P: Determining the Ability to Benefit in an Educational Environment Procedure

**Earning Credit (300)**

**In this category are items related to earning and awarding credit for classes, tests, and other activities.**

*300-339: ARC items*

*340-359: ARC/ISP items*

350: Credit Hour Policy

360: Credit for Prior Learning

360P: CPL Procedures (formerly Appendix L)

360A: Non-Challengeable Course List (formerly Appendix A)

370: Credit for College through High School Classes (formerly Advanced College Credit)

371: Credit for Advanced Placement (formerly Advanced Placement)

371P: Credit for Advanced Placement Procedure

371A: Advanced Placement Credit for Oregon’s Colleges and Universities (formerly Appendix E)

372: Credit for International Baccalaureate (formerly International Baccalaureate)

372A: International Baccalaureate Credit Table (formerly Appendix I)

373: Credit for College Level Examination Program (formerly College Level Examination Program)

373A: College Level Examination Program Credit Chart (formerly Appendix F)

373: Credit for College Level Examination Program Procedure

380: Credit for Post-Secondary Education (formerly Acceptance of Credit)

390: Credit for Work-Based Learning (formerly Work-Based Learning)

391: Credit for Variable Credit Classes (formerly Variable Credit)

**Enrollment to Graduation (400)**

**In this category are items related to student conditions and responsibilities from the beginning to the end of their time at CCC.**

*400-439: ARC items*

*440-459: ARC/ISP items*

460: Underage Enrollment

461: Registration and Transcript Restrictions

461 A: Registration and Transcript Restrictions (Holds) (formerly Appendix G)

470: Course Substitution or Waiver

471: Courses that Can be Repeated for Degree Completion

471A: Repeatable Courses (formerly Appendix B)

472: Repeat of Courses for GPA Recalculation

472P: Repeat of Courses for GPA Recalculation Procedure

480: Academic Standing

481: Recognition of Academic Excellence (Honor Roll and President’s List)

490: Catalog Designation for Graduation Requirements

491: Residency Requirements for Graduation

492: Multiple Degrees / Certificates of Completion

**Assessment *and Guarantees* (500)**

**In this category are items related to assessment goals and procedures at CCC *as well as various program and educational guarantees offered to students.***

*500-539: ARC items*

*540-559: ARC/ISP items*

560: Assessing Outcomes

560P: Assessing Outcomes Procedure

560A: The General Education Outcomes Assessment Form: How to Use It and Why: A Guide for CCC Faculty (formerly Appendix H)

570:

580:

*590: Career Technical Education Guarantee*

*590 P: Career Technical Education Guarantee Procedure*

*591: Tuition Increase Rebate Guarantee*

*592: College Transfer Guarantee*

*592P: College Transfer Guarantee Procedure*

**Communication, Outreach, and Media (600)**

**In this category are items related to electronic and other forms of communication and outreach within the various Clackamas communities (students, staff, alumni, etc.).**

*600: Email Policy*