



## GLOSSARY

**Academic Calendar:** A calendar of important dates for each term, including add and drop deadlines. The Academic Calendar is available in the Catalog, each term's Class Schedule, and the Admissions and Records Web page.

**Academic Renewal:** A means whereby a student may petition to have previous college work (grades and credits) excluded from current grade point average, if that work is over three years old and is not reflective of the student's present level of ability or performance.

**Academic Year:** The regular terms of instruction – not including summer term – are fall and spring semesters.

**Advanced Placement:** A national testing program whereby high school students may earn college credit by examination.

**Advisory:** A condition of enrollment that a student is advised to meet before or in conjunction with enrollment in a course or educational program.

**Articulation:** An agreement where one university agrees to accept a community college course in lieu of a course at the university. Ohlone's articulation agreements with the CSU and UC campuses are available online at <http://www.assist.org>.

**ASOC:** Associated Students of Ohlone College. All Ohlone College students are members of ASOC and are represented by an elected and appointed student government called the ASOC Council.

**Associate Degree:** A degree awarded upon completion of a prescribed program of study in a major field at Ohlone College. The Associate of Arts (AA) and Associate of Science (AS) are degrees that may be earned at Ohlone College.

**Associate Degree Applicable Courses:** Courses are degree applicable unless identified in the College Catalog and Class Schedule with the notation "Not applicable to associate degree." Only degree applicable courses are included in calculation of the grade point average and can be applied towards degree, certificate, and General Education requirements.

**Audit:** An enrollment status in a class where no units or grades are awarded.

**Baccalaureate:** Refers to the bachelor's degree usually achieved after four years of undergraduate college study. Ohlone College offers the first two years of baccalaureate work in many fields of study.

**Certificate of Accomplishment:** Indicates completion of a specific occupational program of study and training of less than 18 units, usually in one year.

**Certificate of Achievement:** Indicates completion of a focused occupational program of study and training of 18 or more units.

**Class Load:** The number of units a student takes in any given term. A full-time class load is twelve or more units during Fall and Spring Semesters and six units during Summer Term. A standard class load is fifteen units.

**Clear Standing:** Indicates that a student's grade point average in the previous semester and cumulative grade point average are C (2.0) or better.

**Continuing Student:** A student who was enrolled at Ohlone College during the most recent previous semester, not including Summer Term.

**Corequisite:** A condition of enrollment consisting of a course that a student is required to take at the same time as another course.

**Credit:** A completed unit of study recorded on the student's official college record.

**Credit by Examination:** A means of awarding college credit by assessing knowledge achieved elsewhere.

**CSU:** The California State University System. Of the twenty-three California State University campuses, the two closest to Ohlone College are Cal State East Bay and San José State University.

**Curriculum (plural, curricula):** Often called discipline, it includes all of the courses of study offered by Ohlone College. It may also refer to a particular course of study (major) and the courses in that area.

**Dismissal:** A status caused by low academic or progress performance. A dismissed student may not continue at Ohlone College without approval for reinstatement. See the Catalog chapter on Academic Regulations for more information.

**District:** The area served by Ohlone College is the Ohlone Community College District. The District is the governing entity of the College.

**Drop/Add:** Revision of program of courses when students want to drop, change, or add a course or courses.

**DSPS:** Disabled Students Programs and Services. DSPS is designed to open doors to educational and occupational opportunities for students with physical or medical disabilities.

**Elective:** Any course not required for a major field or general education requirements.

**ELI:** English Language Institute. A program for students who wish to study English full-time.

**Enrollment:** Official recorded placement of a student in a class.

**EOPS:** Extended Opportunity Programs and Services. EOPS provides special support services, financial assistance, and educational programs to assist students who have experienced economic, educational, or social disadvantage.

**FERPA:** Family Educational Rights and Privacy Act of 1974. Federal regulation which protects the privacy of a student's academic records.

**Former student:** A student who has attended Ohlone College at some time but did not enroll during the most recent previous semester.

**Full time student:** A student taking twelve or more units in the Fall or Spring semesters. During Summer Term, six units is considered full-time.

**General Education Certification:** Transfer courses certified by Ohlone College as meeting General Education requirements at campuses of the California State University or University of California.

**General Education Requirements:** Required courses satisfying the breadth requirements of a liberal education expected of students who receive an associate degree.

**G.P.A.:** Grade Point Average. The G.P.A. is computed in the following manner. Students receive a certain number of points for each grade. Per unit an A grade is worth 4 points, a B worth 3, a C worth 2, D worth 1, and an F worth 0. The total number of points accumulated is then divided by the number of course units taken for a letter grade. The result is the grade point average. Pass (P), No Pass (NP), Withdraw (W), Military Withdraw (MW), or Incomplete (I) grades are not computed in the grade point average. Current G.P.A. is for the most recent semester. Cumulative G.P.A. is for all college work to date. Only associate degree applicable courses are included in calculation of the G.P.A.

**Grant:** Financial Aid funds that do not need to be repaid.

**IGETC:** Intersegmental General Education Transfer Curriculum (see page 52).

**Learning Community:** A group of 2-5 classes linked together with a common theme and a common group of students.

**Major:** Area or field of concentration for occupational certificate or associate degree.

**Matriculation:** A process that brings a college and a student who enrolls for credit to agreement for the purpose of realizing the student's educational objective. On the college's part, the agreement includes providing an admission process; an orientation to college programs, services, and procedures; pre enrollment placement and counseling for course selection; a suitable curriculum; continuous follow up of student progress; and a program of institutional research and evaluation.



**Non-resident:** A person who has not lived continuously in California for one full year and a day prior to enrollment and therefore does not meet residency requirements.

**Orientation:** A program for new students to learn about the programs and services available to Ohlone students.

**Part time student:** Any student enrolled for less than twelve units of coursework in a Fall or Spring Semester.

**Peer Mentors:** Ohlone students who help in recruiting and College relations.

**Petition:** A request, usually written on a standard form, to adjust a study list or curriculum to fit an individual situation and/or request exception to a policy or regulation.

**Placement Test:** A standardized test that may be used for placement of students in English and mathematics courses and skills prerequisite levels.

**Prerequisite:** A requirement that must be completed before a certain course can be taken. For example, MATH-188, Pre-Calculus, must be taken before MATH-101A, Calculus.

**Probation:** An indication that performance is below standard because of academic or progress deficiencies; a trial period in which a student is permitted to redeem failing grades or deficient units.

**Quarter:** A subdivision of the academic year consisting of four terms (fall, winter, spring, and summer quarters). To convert semester units to quarter units, multiply by  $3/2$ . To convert quarter units to semester units, multiply by  $2/3$ .

**Registration:** The process of signing up for classes each term.

**Resident:** A person who has resided in California for one full year and a day prior to enrollment and who meets other residency requirements.

**Semester:** A subdivision of the academic year into two sessions, usually fall and spring, each lasting approximately sixteen weeks. To convert semester units to quarter units, multiply by  $3/2$ . To convert quarter units to semester units, multiply by  $2/3$ .

**Skills Prerequisite:** A recommended condition for enrollment in a course or major. Skills prerequisites usually consist of a previous reading, writing, mathematics, or critical thinking course, or placement score that indicates(s) a chance for successful achievement by the student enrolling in the course.

**Special Student:** A K-12 student who attends Ohlone before graduating from high school.

**Student Help:** Students working at on campus jobs funded by Ohlone College are considered Student Help.

**TBA:** To Be Announced (TBA) is noted in the Class Schedule when the instructor, room, or time of a class was not known at the time of schedule printing.

**Transcript:** Official copy of a student's academic record (courses and grades).

**Transfer:** Receiving credit at a CSU, UC, or private university for coursework completed at Ohlone.

**Unit:** Courses are assigned a unit value based on one unit of credit for every hour of lecture or 3 hours of laboratory time per week by the student. A student's progress at Ohlone is determined in part by the number of units completed.

**UC:** University of California. There are ten University of California campuses; the closest UC campus to Ohlone is UC Berkeley.

**University Express:** A cohort-based learning experience for transfer students designed to facilitate transfer to UC, CSU, and independent universities.

**Waitlisting:** A process where students can "wait in line" electronically for a full class.

**WebAdvisor:** Web registration system for students to add and drop classes, pay fees, and check grades.

**Work Experience Education:** A program of college credit for work experience combined with college study.

**Work Study:** A program of federal aid that provides funds for student jobs on campus.

