

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

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January 28, 2015

AA 15-04
VIA E-MAIL

TO: Chief Instructional Officers
Chief Student Services Officers
Academic Senate Presidents
Curriculum Chairs
Articulation Officers

FROM: Pamela D. Walker
Vice Chancellor, Academic Affairs

SUBJECT: **Update on C-ID Verification for Associate Degrees for Transfer (ADT)**

Last Spring, California Community Colleges Chancellor's Officer (CCCCO) extended the C-ID verification timeline to allow more time for the C-ID approval process to catch up with the demand. In light of the challenges that continue to hinder the review and approval of courses in C-ID, **the CCCCCO will not be deactivating previously approved ADTs** that include courses without a C-ID status of "Approved" by June 30, 2015. California Community Colleges (CCCs) may continue to submit ADT proposals where courses with C-ID descriptors in the Required Core and List A reflect any of the following C-ID statuses: Approved, Conditional Approval, Submitted, In-Progress, or Resubmitted. However, **effective July 1, 2015**, all ADT proposals (new, substantial and nonsubstantial change), submitted to the CCCCCO for review must:

- 1) Have a C-ID status of "Approved" for **all** courses entered on a TMC Template where a C-ID descriptor is listed. That is, any course listed on a TMC Template next to a C-ID descriptor in the Required Core, List A, List B, or List C sections, must appear in C-ID.net with an "Approved" status for that descriptor. One exception is that if the TMC Template indicates that an ASSIST Articulation Agreement by Major (AAM) is accepted in addition to the C-ID descriptor, then a valid AAM will be accepted in lieu of the "Approved" C-ID status, and
- 2) Include all the correct required attachments (Narrative, Template, Course Outline of Records, if applicable: ASSIST Reports, Advisory Board Minutes, Labor Market information and all attachments must include the required information).

Please send all inquiries to curriculum@ccco.edu.

cc: Denise Nolan, Vice Chancellor of Student Services and Special Programs
Cris McCullough, Dean of Curriculum and Instruction
Academic Affairs Division Staff
David Morse, President of Academic Senate for California Community Colleges (ASCCC)
System Advisory Committee on Curriculum (SACC)