

New Credit & Noncredit Course Effective Term

Note: The effective term for the course outline of record (COR) will be dictated by completion of all recommended edits to the course and program made by its final reading / CCI approval (commonly the 2nd reading). *****CREDIT COURSES ONLY***** The effective terms noted below do not take articulation (C-ID, CSU GE, UCTCA, IGETC, Cal-GETC) into full account. Submissions: C-ID (Ongoing), CSU GE (December), IGETC (December), UCTCA (June). This is approximately a 1 – 2 year timeframe. Please contact the Articulation Officer.

Effective Following Semester

If the COR of a new credit non-Career & Technical Education (non-CTE) course and its corresponding **new Certificate of Achievement (COA) or new Associate Degree (AA/AS)** are CCI approved with its final reading (commonly the 2nd reading) occurring by the **third** CCI meeting of the semester, then its effective term may be the next semester.

If the COR of a new noncredit CTE or non-CTE course and its corresponding **new Certificate of Competency / Completion** are CCI approved with its final reading (commonly the 2nd reading) occurring by the **third** CCI meeting of the semester, then its effective term may be the next semester.

If the COR contains **material fees** and is CCI approved with its final reading (commonly the 2nd reading) occurring by the **last** CCI meeting of the semester, then its effective term may be considered for the next calendar year in Fall. See table below.

Effective Fall to Fall/Spring to Spring

If the COR of a new credit CTE course and its corresponding **new COA or new AA/AS** are CCI approved with its final reading (commonly the 2nd reading) occurring by the **last** CCI meeting of the semester, then its effective term may be the following calendar year of the same semester. Ex. CCI approved Fall 2023, effective Fall 2024 or approved Spring 2024, effective Spring 2025.

Effective Next Calendar Year in Fall

If the COR of a new credit CTE or non-CTE course and its corresponding **new or existing Associate Degree for Transfer (ADT)** are CCI approved with its final reading (commonly the 2nd reading) occurring by the **last** CCI meeting of the semester, then its effective term may be considered for the next calendar year in Fall, regardless of if the approval occurred during the Fall or Spring semester. See table below.

If the COR of a new credit or noncredit CTE or non-CTE course and its corresponding **existing COA, AA/AS, or Certificate of Competency / Completion** are CCI approved with its final reading (commonly the 2nd reading) occurring by the **last** CCI meeting of the semester, then its effective term may be considered for the next calendar year in Fall, regardless of if the approval occurred during the Fall or Spring semester. See table below.

Final Reading / CCI Approval of COR and Program	COR and Program Effective Term
Spring 2023 or Fall 2023	Fall 2024
Spring 2024 or Fall 2024	Fall 2025
Spring 2025 of Fall 2025	Fall 2026

All new and revised degrees (AA/ADT) and certificates need the following:

- [Transfer Model Curriculum](#) (TMC) - associate degrees for transfer (ADTs)
- [Narratives](#) – all credit and noncredit degrees and certificates
- [Labor Market Index](#) (LMI) - credit and noncredit CTE degrees and certificates
- [Regional Consortia](#) – credit CTE degrees and certificates
- Advisory Minutes – credit and noncredit CTE degrees and certificates

