



DEGREE & GRADUATION REQUIREMENTS

Butler Community College offers students a choice of four degrees, each with a special emphasis to meet individual needs. The requirements for the four degrees and additional graduation requirements are listed on the following pages.

DEGREE & GRADUATION REQUIREMENTS

Upon successful completion of required credit hours, documentation

of high school graduation or GED, fulfillment of the specified General Education Requirements and major requirements, with a minimum cumulative GPA of 2.0 and the following additional requirements, the student will be awarded an associate degree. Official transcripts of high school graduation or GED and any prior college work at other institutions must be on file in the Registrar's Office prior to issuance of a diploma. All transfer hours will be included in the cumulative grade point average, whether or not the classes apply specifically to the degree being sought.

ASSOCIATE IN ARTS (A.A.)

The Associate in Arts degree is designed to prepare students for transfer with advanced standing into university Bachelor in Arts programs. The courses are comparable to lower-division courses offered at Kansas Regents' universities. **Developmental courses cannot be used to fulfill degree requirements.** See Additional Degree and Graduation Requirements.

The Associate in Arts degree will be awarded upon completion of a program of study not less than sixty-two (62) credit hours, including the following distribution of general education:

Minimum A.A. Degree Requirements

1. **COMMUNICATIONS** - 9 credit hours
All grades MUST be a C or better
English Comp. I - 3 credit hours
English Comp. II - 3 credit hours
and
Public Speaking or
Interpersonal Communication - 3 credit hours
2. **Science and Math** - 7 credit hours
Must include one math course and one
laboratory science course

Math
MA 131 or above
Laboratory Science
Biological Science
Chemistry
Physical Science
Physics
3. **SOCIAL/BEHAVIORAL SCIENCE** - 9 credit hours
Social Science - 3 credit hours
Behavioral Science - 3 credit hours
One additional course from either
Social or Behavioral Science - 3 credit hours
4. **HUMANITIES/FINE ARTS** - 9 credit hours
Humanities - 3 credit hours
Fine Arts - 3 credit hours
One additional course - 3 credit hours
From either Humanities or Fine Arts
5. **PHYSICAL EDUCATION** - 1 credit hour
One activity course in Physical Education or Dance

Required General Education Courses	35 hours
Additional Courses Necessary to Complete Program of Study	27 hours
Minimum Graduation Requirement	62 hours

Degree & Graduation Requirements

ASSOCIATE IN ARTS (AA)

COLLEGE ORIENTATION
All first time, full time freshmen students are required to enroll in College Orientation, OR 102. Should a student not be successful in this one hour class, he/she assumes the responsibility to re-enroll until the course is successfully completed.

ASSOCIATE IN SCIENCE (AS)

Minimum AS Degree Requirements

ASSOCIATE IN APPLIED SCIENCE (AAS)

Minimum AAS Degree Requirements

ASSOCIATE IN SCIENCE (A.S.)

The Associate in Science degree is designed to prepare students for transfer with advanced standing into university Bachelor in Science programs. The courses are comparable to lower-division courses offered at Kansas Regents universities. **Developmental courses cannot be used to fulfill degree requirements.** See Additional Degree and Graduation Requirements.

The Associate in Science degree will be awarded upon completion of a program of study not less than sixty-two (62) credit hours, including the following distribution of general education:

Minimum A.S. Degree Requirements

- 1. COMMUNICATIONS** - 9 credit hours
All grades MUST be a C or better
English Comp. I - 3 credit hours
English Comp. II - 3 credit hours
and
Public Speaking or
Interpersonal Communication - 3 credit hours
- 2. SCIENCE, MATH AND COMPUTER SCIENCE** - 11 credit hours
Must include one math course and one laboratory science course and may include a computer science course. Math review hours will not meet this requirement.

Math
MA 131 or above
Laboratory Science
Biological Science
Chemistry
Physical Science
Physics
Computer Science
- 3. SOCIAL/BEHAVIORAL SCIENCE** - 6 credit hours
Social Science - 3 credit hours
Behavioral Science - 3 credit hours
- 4. HUMANITIES/FINE ARTS** - 6 credit hours
Humanities - 3 credit hours
Fine Arts - 3 credit hours
- 5. PHYSICAL EDUCATION** - 1 credit hour
One activity course in Physical Education or Dance

Required General Education Courses	33 hours
Additional Courses Necessary to Complete Program of Study	29 hours
Minimum Graduation Requirement	62 hours

ASSOCIATE IN APPLIED SCIENCE (A.A.S.)

The Associate in Applied Science degree is designed to prepare students for entry into an occupation or closely related cluster of occupations. Although the objective of the A.A.S. degree is to enhance employment opportunities, some baccalaureate degree granting institutions have developed upper division programs to recognize this degree for transfer of credits. Developmental courses cannot be used to fulfill degree requirements.

The Associate in Applied Science degree will be awarded upon satisfactory completion of a program of study of not less than sixty (60) hours, including the distribution of general education requirements that have been designed for each career/technical area's distinct Program of Study. Programs may have General Education requirements above the minimums; please refer to specific programs of study for complete listing of requirements.

Minimum A.A.S. Degree Requirements

- 1. GENERAL EDUCATION** - minimum 15 credit hours
COMMUNICATIONS - 3 credit hours
English Comp I - Grade MUST be a C or better

MATH - 3 credit hours
MA 114 or above

ADDITIONAL GENERAL EDUCATION - 9 credit hours
See specific Program of Study for the career/technical area to identify the additional general education requirements that have been selected from the following distribution:

Communications
English Comp II
Technical Writing
Public Speaking
Interpersonal Communication
Business Communications
Business English
Computer Science
Humanities/Fine Arts
Math
MA 114 or above
Science
Biological Science
Chemistry
Physical Science
Physics
Social/Behavioral Science
Physical Education

- 2. TECHNICAL SPECIALTY** - minimum 30 credit hours
- 3. RELATED COURSES** - minimum 10 credit hours

Required General Education Courses	15 hours
Required Technical Specialty/Related Courses	45 hours
Minimum Graduation Requirement	60 hours

ASSOCIATE IN GENERAL STUDIES (A.G.S.)

The Associate in General Studies degree is designed to provide students with the opportunity to develop knowledge, skills, attitudes, and greater philosophical appreciation for lifelong learning. Developmental courses cannot be used to fulfill degree requirements. See additional Degree and Graduation Requirements.

The Associate in General Studies degree will be awarded upon completion of a program of study of not less than sixty-two (62) credit hours, including the following distribution of general education:

Minimum A.G.S. Degree Requirements

- 1. COMMUNICATIONS** - 6 credit hours
All grades MUST be a C or better
English Comp. I
and one of the following:
English Comp. II
Public Speaking
Interpersonal Communications
- 2. SCIENCE AND MATH** - 6 credit hours. Must include one course from each of the following areas. Math Review hours do not meet this requirement.

Math
MA 119 or above
Science
Courses numbered 100 and above will satisfy this requirement
- 3. SOCIAL/BEHAVIORAL SCIENCE** - 6 credit hours
Social Science - 3 credit hours
Behavioral Science - 3 credit hours
- 4. HUMANITIES/FINE ARTS** - 6 credit hours
Humanities - 3 credit hours
Fine Arts - 3 credit hours
- 5. PHYSICAL EDUCATION** - 1 credit hour
One activity course in Physical Education or Dance

Required General Education Courses	25 hours
Additional Courses Necessary to Complete Program of Study	37 hours
Minimum Graduation Requirement	62 hours

CERTIFICATE PROGRAM

Community colleges may offer two types of certificates based upon the number of credit hours required of the student. A Career and Technical Education Certificate may be granted for programs of instruction that are less than 60 semester hours in length but more than 15 semester hours. Certificates of Completion may be awarded for a course or sequence of courses not exceeding 15 semester hours.

DUAL DEGREE REQUIREMENTS

Students with a degree from an accredited institution may earn an additional degree at Butler upon completion of a minimum of 15 Butler hours earned beyond the previous degree, and upon satisfying the requirements for the degree sought. All transfer hours will be included in the cumulative grade point average, whether or not the classes apply specifically to the degree being sought.

Students must complete the graduation application and pay the appropriate fees by the designated due date for the additional degree.

GENERAL EDUCATION

General Education courses can neither be targeted toward specific audiences nor be classified as studio or performance arts. Any physical activity course can serve to satisfy the Physical Education Requirement. General Education courses at Butler Community College may fulfill the general education requirements at a student's transfer institution. Students are responsible for verifying the requirements with both Butler and the receiving institution.

COURSES THAT MEET GENERAL EDUCATION REQUIREMENTS

LABORATORY SCIENCE

AG 220	Crop Science
BI 110	General Biology
BI 120	Majors Biology I (Animal)
BI 130	Majors Biology II (Plant)
BI 226	Anatomy and Physiology with Review I
BI 227	Anatomy and Physiology with Review II
BI 240	Anatomy and Physiology
BI 250	Microbiology
CH 105	Basic Chemistry
CH 110	College Chemistry I
CH 115	College Chemistry II
PH 103	Descriptive Astronomy
PH 130	Basic Physics I
PH 143	General Physics I
PH 146	General Physics II
PH 251	Physics I
PH 252	Physics II
PS 100	General Physical Science
PS 102	Physical Geology

COMPUTER SCIENCE

AG 107	Microcomputer in Agriculture
AR 185	Computer Graphics I
BA 104	Information Processing Systems
BA 128	3D Computer Animation I

ASSOCIATE IN GENERAL STUDIES (AGS)

Minimum AGS Degree Requirements

CERTIFICATE PROGRAM

DUAL DEGREE REQUIREMENTS

General Education

COURSES THAT MEET GENERAL EDUCATION REQUIREMENTS

Catalog Compliance

ADDITIONAL DEGREE AND GRADUATION REQUIREMENTS

DEVELOPMENTAL COURSES

BA 228	3D Computer Animation II
BA 245	Advanced Computer Applications
BE 102	Document Processing
BE 160	Beginning Computer Concepts
BE 165-195	Micro. Applications
BE 265	Advanced Applications – Word
BE 270	Advanced Applications - Excel
BE 275	Desktop Publishing
BE 280	Advanced Applications - Access
IN 105	or above
EN 103	Residential Design & CAD I
EN 101	Graphics I

BEHAVIORAL SCIENCE

BS 103	Human Sexuality
BS 105	Sociology
BS 106	Introduction to Anthropology
BS 107	Women and Society
BS 110	Contemporary Social Problems
BS 115	Substance Abuse Awareness
BS 126	Gerontology
BS 160	General Psychology
BS 210	Marriage and Family
BS 212	Abnormal Psychology
BS 220	Minority Studies
BS 260	Developmental Psychology
BS 270	Child Psychology

SOCIAL SCIENCE

AG 120	Agriculture Economics
EC 200	Principles of Microeconomics
EC 201	Principles of Macroeconomics
HS 121	History of Western Civ. I
HS 122	History of Western Civ. II
HS 123	History of Western Civ. III
HS 131	U.S. History I
HS 132	U.S. History II
HS 136	U.S. History III
HS 201	History of World Civilization I
HS 202	History of World Civilization II
PO 140	Principles of Political Science
PO 141	American Federal Government
PO 142	State and Local Government
PO 201	International Relations
SC 120	Principles of Geography

HUMANITIES

Literature

LT any course except Children’s Literature

Foreign Language

FL courses numbered 100 or above (Command Spanish courses will not fulfill this requirement).

Religion/Philosophy

RG 190	New Testament
RG 191	Old Testament
RG 210	Comparative Religions
PL 290	Philosophy I
PL 291	Ethics

Humanities

HU 100	Humanities - Ancient to Medieval
HU 101	Humanities - Renaissance to Modern

FINE ARTS

Art

AR 100 Art Appreciation

Music

MU 100	Music Appreciation
MU 224	Introduction to Music History & Literature

Theatre

TA 206 Introduction to Theatre Art

PHYSICAL EDUCATION

DN	any dance course
PE	any activity course
PE 254	Lifetime Fitness

CATALOG COMPLIANCE

Students will follow the guidelines of the catalog under which they began, provided they remain continuously enrolled from the semester of entry to the semester of graduation. A student may opt to move forward to another more recent catalog but not backwards. If a more recent catalog is selected, **all** the catalog requirements must be met, not a mix of the prior and newly selected catalogs.

Students who are not continuously enrolled from the date of entry to the date of graduation will follow the guidelines of the catalog under which they returned.

DEVELOPMENTAL COURSES

The following developmental courses shall not count toward fulfilling degree requirements, total credit hours earned, honors, or grade point average calculations:

BE 060	Computer Basics
EG 060	Fundamentals of English
CH 050	Math Review for Science
IS 049	English Grammar Review I
IS 050	Writing Skills I
IS 051	Spelling Improvement I
IS 052	Vocabulary Development I
MA 010	Basic Arithmetic
MA 020	Fractions, Decimals and Percents
MA 040	Basic Algebra Concepts
IS 059	Special Topics
IS 060	Writing/Spelling/Vocabulary
MA 050	Contemporary Basic Math
MA 060	Fundamentals of Algebra
RD 011	Basic Reading
RD 012	Reading Fundamentals

PHYSICAL EDUCATION REQUIREMENTS

To meet graduation requirements for the A.A., A.S. and A.G.S. degrees, a student must complete one physical education or dance activity credit. Any exception to the requirement must be recommended by the Physical Education Department Lead Instructor and approved by the appropriate Dean.

MINIMUM BUTLER CREDITS

Fifteen semester hours of credit must be taken with Butler in order to graduate. Any exceptions must be approved by the Vice President for Academic Affairs.

APPLICATION FOR GRADUATION

Students planning to graduate must submit an application for graduation to the Registrar's Office and pay the appropriate fee by the designated time each semester.

Application deadline:

December/Fall November 20

May/Spring March 20

July/Summer July 20

GRADUATION EXERCISES

All students are encouraged to attend graduation exercises held each academic year in May.

BACHELOR'S DEGREE COMPLETION OPPORTUNITIES

BUTLER AND EMPORIA STATE UNIVERSITY 2 + 2

Butler Community College and Emporia State University (ESU) have agreed to work collaboratively to provide learning opportunities for student populations interested in pursuing ESU's online Bachelor's of General Studies (BGS) degree program. Butler students wishing to pursue the online BGS degree offered by ESU will receive advising to assure that they are adequately prepared to pursue the final two years of their bachelor's degree program. Additionally, Butler agrees to allow their former students who are pursuing the BGS from ESU continued access to Butler library and computing resources to accommodate their continued success toward BGS degree completion. ESU will provide program information and application materials for students, sufficient course offerings required to complete a degree in a timely manner, and degree planning and advising for all students.

B.E.S.T. PROGRAM (Butler and Emporia, from Students to Teachers)

Emporia State University offers junior and senior year courses in Elementary Education at Butler's El Dorado location. The partnership between ESU and Butler is known as the BEST program. See an advisor for more information.

WASHBURN UNIVERSITY 2+2 PLAN

The Partnership for Learning and Networking (PLAN) through Washburn University is a collaborative set of 2+2 baccalaureate degree completion programs that offer students the opportunity to earn a baccalaureate degree without traveling to Topeka. The PLAN programs will allow you to complete an associate degree at Butler and then a baccalaureate degree from Washburn in another two years via the Internet, live interactive television (ITV), or a combination of these delivery systems. Students may complete the Bachelor of Integrated Studies, Bachelor of Applied Science in Technology Administration, Bachelor of Applied Science in Human Services, Bachelor of Health Services, Bachelor of Science in Nursing or the Bachelor of Science in Criminal Justice degrees. For more information contact: Butler Counseling/Advising Offices of El Dorado at (316) 322-3163 or 733-3163 from the Wichita/metro area, Andover at 733-0071, ext. 259 or McConnell at 681-0236 or contact Al Dickes at (785) 633-1829 or aldikes@washburn.edu; or contact the Washburn University Admissions office at 1-800-332-0291 or visit the web site www.washburn.edu/PLAN.

PHYSICAL EDUCATION REQUIREMENTS

MINIMUM BUTLER CREDITS

APPLICATION FOR GRADUATION

GRADUATION EXERCISES

BACHELOR'S DEGREE COMPLETION OPPORTUNITIES

BUTLER AND EMPORIA STATE UNIVERSITY 2 + 2

B.E.S.T. PROGRAM

WASHBURN UNIVERSITY 2+2 PLAN