



## Ohio Administrative Code Rule 3358:5-7-05 Graduation policy.

Effective: [May 2, 2025](#)

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(A) Clark state college awards the following degrees/certificates:

- (1) Bachelor of science
- (2) Associate of arts
- (3) Associate of science
- (4) Associate of applied business
- (5) Associate of applied science
- (6) Associate of technical studies
- (7) One-year certificates
- (8) Short-term technical certificates - state approved programs of fewer than thirty credits for an in-demand job
- (9) Short-term certificates - college approved programs of less than thirty credits
- (10) Departmental certificates - college approved programs that are fewer credit hours than an associate degree

(B) Effective fall semester 2024, short-term technical certificates, short-term certificates and departmental certificates will be awarded if a student completes all courses within the certificate with a grade of "C" or higher. Certificates embedded within a degree program will be awarded unless the student has notified records and registration that they do not wish to receive the



certificate.

(C) Effective fall semester 2023, for a student to earn multiple degrees at Clark state, the degree programs must be at least six credit hours different for a one-year certificate, twelve credit hours different for an associate degree and twenty-four credit hours different for a bachelor degree. If a student qualifies for more than one certificate/degree during the same semester using the same curriculum, the certificate/degree will default to the chosen major on record unless the college is otherwise notified by the student.

(D) Effective spring semester 2017, degree programs that contain one or more embedded certificates will automatically be awarded when the certificate requirements are completed unless the student contacts "Records and Registration" and indicates he/she does not wish to have the certificate credential awarded.

(E) All students are expected to complete the residency requirement of at least thirty credit hours of course work at Clark state for a bachelor degree or fifteen credit hours for an associate degree or twelve credit hours for a one-year certificate program. Credit equivalencies, as defined in the credit hour system procedures (rule 3358:5-7-03.1 of the Administrative Code), do not count toward the residency requirement. Students completing a short-term technical certificate, short-term certificate or departmental certificate must have earned Clark state institutional credit within the certificate program.

(F) Credits earned through credit equivalencies for an individual student shall not exceed one-half the required technical course credits for the degree or certificate program being pursued unless recommended by the faculty and approved by the dean of the division.

(G) The transcribed graduation date shall be the last official day of the term during which a student completes the course of study.

(H) The college will hold commencement in May of each year and as needed for students completing a bachelor degree, associate degree or one-year certificate.

(I) The college reserves the right to modify its graduation and other requirements as needed.