



# ADMINISTRATIVE PROCEDURES

No. 4100.2

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MENDOCINO - LAKE COMMUNITY COLLEGE DISTRICT

## CATALOG RIGHTS

The District recognizes that the official Mendocino College catalog delineates the rights and responsibilities of enrolled students, including catalog rights of students transferring into the College from any other accredited institution of higher education.

- Graduation requirements are applied according to the catalog in effect at the time of first enrollment. Each new catalog year begins with the fall semester. If a student enrolls in summer, they have rights under the catalog in effect for the previous year.
- Enrollment must be in a credit course and must be continuous (at least one course is taken each academic year) for graduation requirements to be taken from the catalog in effect at the time of first enrollment.
- Students transferring into Mendocino College from another accredited institution of higher education and meeting the above definition of continuous enrollment shall not lose their original catalog rights. In other words, they may follow the requirements in the Mendocino College catalog that were in effect at the time of their first enrollment in the other higher education institution.
- When a break in enrollment occurs, graduation requirements are applied according to the catalog in effect at the time of re-entry into continuous enrollment.
- Students may choose to graduate under the Mendocino College catalog in effect for any year between the date of their first enrollment and the date they petition to graduate as long as they were continually enrolled during that time.
- Students may not complete general education requirements under one catalog and major requirements under another catalog.

Students may petition for an exception to this policy through the Office of Admission and Records, with final approval by the Vice President of Academic Affairs.

References: Education Code Sections 66000 and 89030  
Title 5 Section 40401