

Program CIP Code ¹	Award CIP Code ²	Program / Award Name
52.06		Business/Managerial Economics
52.07		Entrepreneurial and Small Business Operations
52.08		Finance and Financial Management Services
52.09		Hospitality Administration/Management
52.10		Human Resources Management and Services
52.11		International Business
52.12		Management Information Systems and Services
52.13		Management Sciences and Quantitative Methods
52.14		Marketing
52.15		Real Estate
52.16		Taxation
52.17		Insurance
52.18		General Sales, Merchandising, and Related Marketing Operations
52.19		Specialized Sales, Merchandising, and Marketing Operations
52.20		Construction Management

2. Types and Characteristics of Awards

Each program may have several awards. Generally, it is recommended that the number and type of awards not exceed the following:

- One AAS or AAA and several certificates, including –
- Two level one certificates, each between 15-42 semester credit hours (SCH);
- One level two certificate between 43-59 SCH;
- One enhanced skills certificate (if applicable) between 6-15 SCH.; and
- Several continuing education certificates

In some disciplines, a broader array of awards may be warranted. Under exceptional circumstances a program may also have an advanced technical certificate of 16-50 SCH.

This configuration of awards provides building blocks for students leading from basic to more advanced workplace competencies. Ideally, each award will enable students to build toward the associate degree. In cases where career clusters exist at the six-digit CIP code level, the program may contain separate certificates of similar length for the four-digit awards. For example, a program with an AAS in Automotive Technology may have parallel certificates of similar length in each of the three six-digit CIP codes that make up the cluster, i.e. Auto Body Repair, Auto Mechanics, and Diesel Mechanics.

In August 1998, the American Association of Community Colleges (AACC) published a policy statement concerning the associate degree. The text of the statement may be accessed on the Internet on the AACC website at www.aacc.nche.edu. The existence of several different degree titles for the same or highly similar programs inevitably results in confusion when potential employers consider the qualifications of workforce education program graduates. The AACC policy statement therefore urges institutions to avoid degree title