

**Title of Policy: Computer Literacy**

**Policy (check one):** New \_\_\_\_\_ Revised  X

**Applies to (check all that apply):**

Faculty \_\_\_\_\_ Staff \_\_\_\_\_ Students  X   
Division/Department \_\_\_\_\_ College \_\_\_\_\_

**Policy Purpose:**

All BCCC Students must meet the College's Computer Literacy requirement in order to receive a degree or a certificate.

**Policy Statement:**

It is the policy of Baltimore City Community College that students are computer literate prior to graduating with a degree or certificate. Students may satisfy the computer literacy graduation requirement by passing the computer literacy test with a minimum score of 70%. The computer literacy test may be taken a maximum of two times. This test is one of the four approved options to meet the computer literacy graduation requirement. Other options for students are:

1. Taking one of the computer courses that meet the computer literacy requirement and passing the course with a "C" or better.
2. Passing CLT 100 course
3. Transferring 15 or more credits from other higher education institutions.

**Implementation Date:** October 29, 2007; March 14, 2024

**Originator/Division:** Student Affairs

**Approved by the Board of Trustees:** October 29, 2007; March 14, 2024

***\*This policy once approved by the Board of Trustees supersedes all other policies.***