

Academic Affairs

AP 4235 CREDIT FOR PRIOR LEARNING~~BY EXAMINATION~~

Reference:

Education Code Section 66025.71, 66700, 70901, 70902, 78212, 79500;

Title 5 Section 55002, 55021, 55023, 55025, 55050 and 55052~~55092~~

~~The District supports the general proposition that the full value of classroom learning experiences cannot be measured by an examination. Students who have achieved an equivalent knowledge, understanding, and experience required by regular college courses may receive units of credit upon successful completion of a discipline approved examination. Credit by Examination is offered under the provisions of the California Administrative Code, Title 5 and the process is included in the Administrative Policy.~~

Credit for Prior Learning may be awarded for courses listed in the current catalog of Chabot or Las Positas College. Award of credit may be made for general education, program coursework, or electives.

Students may demonstrate proficiency in a course eligible for Credit for Prior Learning and receive college credit through the approved methods for awarding credit listed below: Credit for Prior Learning may be obtained by the following methods:

- ~~• Achievement of a score of 3 or higher~~Achievement of a [satisfactory score](#) on an [Advanced Placement Examination](#) administered by the [College Entrance Examination Board](#);
- ~~• Achievement of a satisfactory score on a high-level International Baccalaureate (IB) examination;~~Achievement of a [satisfactory score](#) on a [high-level International Baccalaureate \(IB\) examination](#);
- ~~• Achievement of a satisfactory score that qualifies for credit by examination in on the College Level Examination Program (CLEP);~~Achievement of a [satisfactory score](#) that [qualifies for credit by examination in on the College Level Examination Program \(CLEP\)](#);
- ~~• Credit by satisfactory completion of an examination administered by the college in lieu of completion of an active course listed in the current college catalog;~~Credit by [satisfactory completion of an examination](#) administered by the college in [lieu of completion of an active course](#) listed in the [current college catalog](#);
- ~~• Achievement of an examination administered by other agencies approved by the college, such as industry recognized documentation;~~Achievement of an [examination](#) administered by other agencies [approved by the college, such as industry recognized documentation](#);
- ~~• Evaluation of Joint Service Transcripts (JST);~~[Evaluation of Joint Service Transcripts \(JST\)](#);
- ~~• Assessment approved or conducted by proper authorities of the college, such as evaluation of student experience through documentation or portfolio.~~[Assessment approved or conducted by proper authorities of the college, such as evaluation of student experience through documentation or portfolio.](#)
- ~~• Credit by Examination may be obtained through achievement of a score of 3 or higher on an Advanced Placement Examination administered by the College~~

~~Entrance Examination Board, and through achievement of a score that qualifies for credit by examination in the College Level Examination Program. The Credit by Examination process may also be used to provide credit for completion of certain coursework at the high school level, where deemed appropriate by faculty of the discipline.~~

~~Credit may be awarded for prior experience or prior learning only for individually identified courses with subject matter similar to that of the individual's prior learning, and only for a course listed in the catalog of Chabot or Las Positas College. Award of credit may be made to electives for students who do not require additional general education or program credits to meet their goals.~~

A. Student Determination of Eligibility to receive for Credit for Prior Learning by Examination

- ~~• The student must be in good standing in the District and have an educational plan on file~~
- ~~• The student must have previously earned credit or noncredit from the District or be currently registered in the District~~
- ~~• The course is listed in the current College Catalog~~
- ~~• The student is not currently enrolled in the course to be challenged~~
- ~~• Credit by Examination: The student is registered in the District and not currently enrolled in nor received credit for a more advanced course in the same subject (may be waived by department)~~

- ~~1. Students applying for Credit for Prior Learning by Examination need to have documented, extensive experiences (such as listed above) that have prepared the student in the subject matter at the time of application.~~
- ~~2. Documentation must be presented at the time of application and the similar course must be in the current college catalog.~~
- ~~3. The student must be registered at the College and in good academic standing.~~
- ~~3. The student may not be enrolled or have previously completed the same course or a more advanced course for which credit by examination is requested.~~
- ~~— The student may challenge a course only once for credit by examination.~~
- ~~3. Credits acquired by assessment are not applicable to meeting unit load requirements such as Selective Service deferment, Veteran's/Veteran's, or Social Security benefits.~~

~~Credits acquired by assessment shall not be counted in determining the 12 semester hours of credit in residence required for an Associate Degree.~~

**B. ~~Application and Administration of Credit by Discipline/Course Examination for~~
Prior Learning**

1. Students, upon completion of their educational plans, shall be referred to the college's appropriate authority for assessment of prior learning if the student is a veteran or an active-duty member of the armed forces, holds industry recognized credentials, or requests credit for a course based on their prior learning.
- ~~1.2.~~ The students may apply for Credit by Examination for Prior Learning through the petition ~~petition~~ process for identified ~~courses listed in the Catalogg.~~ S
- ~~2.3.~~ ligible c~~ourses listed in the catalog as credit by examination~~ must be discipline approved and have with a developed a commonly accepted ~~assessment tool~~ tool. E
- ~~3.4.~~ ourses available for Credit by Examination for Prior Learning shall be disclosed on the ~~College websites.~~ C
- ~~4.5.~~ he petition must be approved by the relevant discipline faculty, Division Dean and Vice President of Academic Services. T
- ~~5.6.~~ nly in the case of Credit by Exam method, aApplicable fees/and or tuition may apply, not to exceed the enrollment fee which would be associated with the course for which the student seeks credit by exam, and must be paid at the Office of Admissions and Records. O
- ~~6.7.~~ rrangements for completing the examination to demonstrate proficiency and meet assessment requirements and the actual administration will be made between the student and the faculty after the petition is approved. A
- ~~7.8.~~ he student must not have previously attempted the course by examination through a Credit for Prior Learning method in any manner and/or failed. T
9. When the student completes an identified course examination the specified assessment requirements, the administering instructor will determine if the evidence adequately demonstrates mastery of the course content as set forth in the Course Outline of Record.
10. The administering instructor has responsibility for verifying the course, the -and number of units to be awarded, to be received and will assigning an appropriate grade to be forwarded to the Records Office.
11. Grading shall be according to the regular grading system approved by the governing board pursuant to section 55023 in accordance with Administrative Procedure 4230 Grading and Academic Record Symbols., except that
12. Sstudents shall be offered a "Ppass/-No P-pass" option, in accordance with Administrative Procedure 4232 Pass/No Pass, if that option is ordinarily available for the course.
(Title 5, Article 5, section 55050, f).

C. Awarding of Credit ~~through Credit for Prior Experience~~ by Examination Learning

- ~~1. Upon completion of the examination, the administering instructor will verify the course and number of units to be received and will assign an appropriate grade.~~
- ~~2. Grading shall be according to the regular grading system approved by the governing board pursuant to section 55023, except that students shall be offered a "pass-no-pass" option if that option is ordinarily available for the course (Title 5, Article 5, section 55050, f).~~
- ~~3. Grades on transcript will reflect "credit by examination," with a faculty issued grade.~~

~~D. Limitations of Credit by Examination~~

~~Credit by Examination coursework may not be counted as part of the 12-unit residency requirement necessary for graduation from the College.~~

- ~~1. The student's academic record will clearly indicate that the credit was earned by assessment of prior learning.~~
~~—The student will not be permitted to receive a certificate or an associate degree using Credit by Examination for Prior Learning for more than three quarters of the units completed at the District.~~
- ~~1. Procedures that require that students, upon completion of their educational plans pursuant to Education Code Section 78212, shall be referred to the college's appropriate authority for assessment of prior learning if the student is a veteran or an active-duty member of the armed forces, holds industry recognized credentials, or requests credit for a course based on their prior learning.~~
- ~~2.~~
- ~~3. Students shall be given the opportunity to accept, decline, or appeal the grade assigned by the faculty, and in cases of Credit by Examination, pursuant to Administrative Procedures 4230 Grading and Academic Record Symbols and 4231 Grade Changes.~~

~~An opportunity is available for students to accept, decline, or appeal decisions related to the award of credit, and in the cases of credit by examination pursuant to Title 5 Sections 55021 and 55025.~~

E. Advanced Placement Credit

~~Any student who passes a College Board Advanced Placement (AP) examination with a minimum score of 3 in a subject matter will be awarded credit in an general education area with a subject matter similar to that of the AP examination. For any AP examination that the District does not offer a course similar in content, the District will award credit in the General Education area show on the California Community College General Education AP List. If there is no General Education area that fits the AP Examination, the District may award elective credit.~~

~~The Advanced Placement Credit procedure will be posted on the District's website.~~

Approved: March 18, 2014
Edited November 20, 2017

Academic Affairs

BP 4235 CREDIT FOR PRIOR LEARNING BY EXAMINATION

Reference:

Title 5 Section 55050 and 55092

Credit for prior learning may be earned by students who satisfactorily pass authorized assessments approved by discipline faculty in eligible courses approved by the District. Authorized assessments may include the evaluation of approved external standardized examinations, industry-recognized credentials, Joint Service Transcripts, student-created portfolios, and credit by examination. The Chancellor shall rely primarily on the recommendations of the Academic Senate to establish administrative procedures to implement this Board Policy.

~~The District supports the general proposition that the full value of classroom learning experiences cannot be measured by any examination. Students who have achieved elsewhere an equivalent knowledge, understanding and experience to that required by regular college courses may receive units of credit based on successful completion of a comprehensive and searching course assessment examination approved by the college discipline faculty. Students may apply individually for Credit by Examination for any course offered in the catalog. In addition, the Credit by Examination process may also be used to provide credit for completion of certain coursework at the high school level, where deemed appropriate by the majority of faculty in the discipline.~~

~~Credit may be earned by students who satisfactorily pass authorized assessmentsexaminations. The student receiving credit must be registered at one of the colleges and in good academic standing. The courses for which credit is allowed must be listed in the current college catalog. The amount of credit to be granted cannot be greater than that listed for the course in the catalog. Credit for Prior Learningby Examination is offered under the provisions of Title 5 and the process included in the Administrative Procedures. ~~The Chancellor shall rely primarily on the Academic Senates to establish administrative procedures to implement this policy.~~~~

Adopted: February 18, 2014

~~(This policy replaces current CLPCCD Policy 5235)~~