

BP 2235 CREDIT FOR PRIOR LEARNING

Reference: Title 5 Section 55050

Credit may be earned by students who satisfactorily pass an assessment, determined by faculty in the district-wide discipline, which may include:

- Approved external standardized examinations, such as Advanced Placement (AP), International Baccalaureate (IB), College-Level Examination Program (CLEP)
- Credit by examination
- Evaluation of Joint Services Transcripts (in the case of military service)
- Student-created portfolios
- Industry credentials and experience
- Work-based learning
- High school articulation
- Noncredit or professional development learning

The Chancellor, in consultation with the District Academic Senate, shall establish procedures to implement this policy.

Also see AP 2050 Articulation and AP 2236 Advanced Placement Credit.

Date Adopted: February 26, 2008
Revised: December 8, 2020
Revised: April 18, 2023
Formerly: 4235

AP 2235 CREDIT FOR PRIOR LEARNING

References:

Education Code Section; 66025.71, 66700, 70901, Sections 70901 and 70902
Title 5 Sections 55002, 55023, 55021, 55025, 55052, 55052

Policies pertaining to Credit for Prior Learning (CPL) must be published in each College catalog of the District. The District must also review its Credit for Prior Learning policy every three years and report particular findings specified in Title 5 Section 55050 subdivision (l) to the California Community Colleges Chancellor's Office.

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

- Achievement of a satisfactory score on an Advanced Placement (AP) examination
- Achievement of a satisfactory score on a high-level International Baccalaureate (IB) examination
- Achievement of a satisfactory score on the College Level Examination Program (CLEP)
- Evaluation of Joint Service Transcripts (JST)
- Achievement of an examination administered by other agencies approved by the District
- Evaluation of industry recognized credential documentation
- Evaluation of work-based learning
- Evaluation of student-created portfolios
- Satisfactory completion of an institutional examination, known as Credit by Examination, administered by the college in lieu of completion of an active course listed in the current college catalog
- High school articulation agreements
- Evaluation of noncredit or professional development learning

Course credit may be awarded to a student for 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 home college catalog. Credit shall be applied as appropriate to the California Intersegmental General Education Transfer Curriculum, California State University General Education Breadth, and local community college general education requirements, or requirements for a student's chosen program. Award of credit may be applied to electives for students who do not require additional general education or program credits to meet their goals.

Eligibility for and Limitations on Credit for Prior Learning

- The student must be currently enrolled and in good standing in the District, and have completed not less than 12 units or 50% of certificate coursework at Riverside Community College District with an overall grade point average of at least 2.0 (C). This requirement does not apply to Advanced Placement and other approved standardized examinations.
- The student must have previously earned credit or noncredit from the District or be currently registered in the District
- The course(s) to be considered are listed in the current college Catalog of the student's home college
- The student is not currently or previously enrolled in the course(s) to be considered or challenged
- A maximum of 45 units may be granted for Credit for Prior Learning
- Students shall be given the opportunity to accept, decline, or appeal the determination of Credit for Prior Learning.
- Credits acquired by examination shall not be counted in determining the 12 semester hours of credit in residence (or 50% of certificate coursework) required for an Associate degree.
- Credits acquired by examination are not applicable to meeting unit load requirements such as Selective Service deferment, Veterans, CalWORKS, EOPS (and other special programs), or Social Security benefits.
- Credit for Prior Learning may not be available for all course offerings and is contingent upon discipline curricular decisions as approved by the Office of Academic Affairs.

Credit For Prior Learning Grading Policy

- Grading shall be according to the regular grading system in accordance with Administrative Procedure 2230 Grading and Academic Record Symbols
- Students shall be offered a "Pass & No Pass" option, in accordance with Administrative Procedure 2230[A] Pass & No Pass Grading Option, if that option is ordinarily available for the course
- 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 AP 2230 Grading and Academic Record Symbols and AP 2231 Grade Changes

Transcription of Credit for Prior Learning

- The student's academic record shall be clearly annotated to reflect that credit was earned by assessment of prior learning.

Advanced Placement (AP)

Students requesting Credit for Prior Learning using Advanced Placement (AP) shall receive credit for Advanced Placement examinations with a score of 3, 4 or 5

in specified subject areas. Advanced Placement subject credit is granted for the fulfillment of District programs only. Students who have successfully completed AP exams with satisfactory scores may earn credit towards GE and graduation requirements, IGETC, and CSU GE Breadth Certifications under the following circumstances:

- Official AP Scores must be on file in the Records Office
- Course credit and units granted for AP exams at Riverside City, Norco, and Moreno Valley Colleges may differ from course credit and units granted by a transfer institution.
- For CSU GE and IGETC certifications, AP unit and area credit is awarded as approved by the CSU and UC systems (see CSU GE and IGETC columns on the RCCD AP Credit Chart). This is not always the same area or units for CSU GE/IGETC certification as our own equivalent course would receive.

See RCCD AP Credit Chart in the college catalog for details and/or limitations.

International Baccalaureate (IB)

Students requesting Credit for Prior Learning using International Baccalaureate shall receive credit for completing a satisfactory score on a District approved high-level International Baccalaureate (IB) examination under the following circumstances:

- Official IB transcripts must be on file in the Records Office
- The student achieved a minimum acceptable score on the IB examination as recommended by the District's IB equivalency guide

See RCCD IB Chart in the college catalog for details and/or limitations.

College Level Examination Program (CLEP)

Students requesting Credit for Prior Learning using the College Level Examination Program shall receive credit for completing a satisfactory score on a District-approved CLEP examination under the following circumstances:

- Official CLEP transcripts must be on file in the Records Office.
- The student achieved a minimum acceptable score on the CLEP examination as recommended by the District's CLEP Equivalency Guide.

See RCCD CLEP Chart in the college catalog for details and/or limitations.

Credit for Military Service/Training

Students interested in Credit for Prior Learning using Joint Service Transcripts shall receive credit as recommended by the American Council on Education (ACE) Military Guide and approved by the appropriate discipline faculty of the college under the following circumstances:

- The student shall complete the Credit for Prior Learning assessment application available in the Veterans Resource Center or the Admissions and Records office.
- Official transcripts must be on file in the Records Office. These may include Joint Services Transcript (JST), DANTES/USAFI, Defense Manpower Data Center (DMDC), DLPT Examinee Results, DA Form 330 Language

Proficiency Questionnaire, or verified copies of DD214 or DD295 military records.

- Credit course equivalency shall be determined by the faculty of the appropriate discipline.

Industry Recognized Credentials

Students interested in Credit for Prior Learning using industry recognized credential(s), shall receive credit as recommended by the appropriate department chair or faculty designee. To determine eligibility, the student may meet with the department chair, faculty discipline designee or home college evaluations specialist to receive further instructions.

Work-based Learning and Experience

Students interested in Credit for Prior Learning based on work-based learning and experience shall receive credit as recommended by the appropriate department chair or faculty designee. **To determine eligibility, the student may meet with the department chair, faculty discipline designee or home college evaluations specialist to receive further instructions.**

Student-Created Portfolio Assessment

Students interested in Credit for Prior Learning using a student-created portfolio shall receive credit as recommended by the appropriate department chair or faculty designee. To determine eligibility, the student may meet with the department chair, faculty discipline designee or home college evaluations specialist to receive further instructions.

High School Articulated Courses

Students interested in Credit for Prior Learning using articulated high school courses shall receive credit for the successful completion of equivalent high school and/or regional occupational programs (ROP) coursework. See college catalog for details and Administrative Procedure (AP) 2050 ARTICULATION.

Noncredit or Professional Development Assessment

Students interested in Credit for Prior Learning based on completion of noncredit or professional development coursework shall receive credit as recommended by the appropriate department chair or faculty designee. To determine eligibility, the student may meet with the department chair, faculty discipline designee or home college evaluations specialist to receive further instructions.

Credit by Examination

Students may demonstrate that they have met the objectives of a course through personal study, work experience, foreign language proficiency, or some other process outside the conventional academic setting by receiving a passing grade on an examination administered by the appropriate instructional department/program. In addition to a passing examination grade, the Credit by Examination process may require the demonstration of other skills or the completion of assignments as

determined by the by the appropriate instructional department/program.

The Department chair or faculty designee shall determine whether a student requesting Credit by Examination is sufficiently well prepared to warrant being given this opportunity. This determination is based upon a review of previous course work and/or experience. To determine eligibility, the student is encouraged to meet with the department chair or faculty discipline designee before submitting a Petition for Credit by Examination.

All steps must be completed in the order listed below for the Petition for Credit by Examination to be processed. The Petition for Credit by Examination must be completed prior to the end of the current semester or session. See college catalog for details.

In certain cases, colleges may award course credit, in lieu of completion of a course, upon successful completion of an examination. The credit requested must be for a course listed in the college catalog and the examination must be administered by the appropriate departmental faculty. See college catalog for details.

The RCCD Credit by Examination Process

Students interested in Credit for Prior Learning using Credit by Examination shall receive credit as recommended by the appropriate department chair or faculty designee under the following circumstances:

- Student shall complete the Credit by Examination petition available online or in the Admissions and Records Office.
- Student meets with the department chair or faculty designee for further instructions for Credit by Examination.
- If the department chair or faculty designee determine the Credit by Examination assessment measures mastery of the course content as set forth in the Course Outline of Record, the appropriate faculty shall sign the petition with the recorded grade and forward to the Admissions and Records office to be kept on file and recorded on the student transcript. Completed exam materials must remain on file with the department/program for three years

Office of Primary Responsibility: Academic Affairs

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