



CREDIT BY ASSESSMENT

Credit by Assessment may be obtained by one of the following methods:

- Achievement of a score of *3 or higher* on an Advanced Placement Examination administered by the College Entrance Examination Board.
- Achievement of a score that qualifies for credit by examination in the College Level Examination Program.
- Credit by satisfactory completion of an examination administered by the college in lieu of completion of a course listed in the college catalog.
- Upon demonstration of sufficient mastery through assessment an award of credit should be made, if possible to:
 - California Intersegmental General Education Transfer Curriculum (IGETC),
 - California State University General Education (CSUGE) Breadth,
 - Local community college general education requirements for a chosen program,
 - Electives for students who do not require additional general education or program credits to meet their goals
- Prior learning will be assessed by faculty in the discipline (or related discipline with content knowledge) for specific course credit.
- Credit for prior learning shall include, but not be limited to:
 - Credit by Examination,
 - Joint Services Transcript (JST) evaluation,
 - Student created portfolio evaluation,
 - Industry-recognized credential documentation evaluation,
 - Standardized exams

Determination of Eligibility for Credit by Assessment:

- The student must be currently registered in the college and in good standing;
- The student may not have earned college credit in a more advanced subject matter;
- The student must satisfy all stated prerequisite(s)/corequisite(s).
- The course must be approved for Credit by Assessment through the curriculum process.

Process for Credit by Assessment:

- The student must complete and submit a Petition for Credit by Assessment to the Office of Admissions and Records.
- The petition must be approved by the appropriate Academic Dean.
- A student will not be charged a fee for a Credit by Assessment.
- The student will not be enrolled in the course for which the student seeks Credit by Assessment.
- Credits acquired by assessment are not applicable to meeting of such unit load requirements as Selective Service deferment, 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.
- Credit by Assessment can only be taken for a letter grade with the exception of those courses designated for pass/no pass only. Courses taken for Credit by Assessment meet major requirements, except those courses designated pass/no pass only.
- Courses where Credit by Assessment is earned may not be repeated for credit by classroom attendance unless a substandard grade is earned (D, F or NP.)
- The student's academic record will clearly indicate that the credit was earned by assessment.
- A grade of incomplete may not be assigned.
- Each approved course may be challenged only once.
- A maximum of 12 units of credit may be earned by assessment.
- The student may appeal the decisions related to the award of credit in cases of credit by assessment through the regular appeals processes.

Reference: Title 5, Section 55050