



**NORTHERN
PENNSYLVANIA
REGIONAL COLLEGE**

Policy: NPRC-3515: Prior Learning Credit
Origination: 04-22-2020
Approved: 05-08-2020
Effective: 05-08-2020
Reviewed: 12.11.2020
Last Updated: 12.11.2020

Subject: Prior Learning Credit

1. PURPOSE

This policy statement establishes guidelines for awarding academic credit for prior learning.

2. SCOPE AND APPLICABILITY

This policy is applicable to all students seeking academic credit for prior learning aligned with the content of credit-bearing courses.

3. REFERENCES

3.1 NPRC-3250 Requirements for Graduation

4. DEFINITIONS

4.1 DSST are credit-by-examination tests originated by the United States Department of Defense's Defense Activity for Non-Traditional Education Support program. The program is an extensive series of 33 examinations in college subject areas that are comparable to the final or end-of-course examinations in undergraduate college courses.

4.2 The College Level Examination Program (CLEP) are standardized tests created and administered by College Board. These tests assess knowledge in 36 subject areas and provide a mechanism for earning college credits without taking college courses.

4.3 Advanced Placement is a program in the United States and Canada created by the College Board which offers college-level curricula and examinations to high school students. American colleges and universities may grant placement and course credit to students who obtain high scores on the examinations.

5. POLICY

- 5.1 Degree-seeking students are eligible to apply for Prior Learning Credit (PLC) provided they are in good academic standing, have no outstanding financial obligations to the College, and have committed no violations of the Educational or Behavioral Codes of Conduct.
- 5.2 A minimum of 70% alignment between academic course content and the identified prior learning is required for awarding PLC.
- 5.3 The maximum number of academic credit hours considered for PLC corresponds to the number of credit hours assigned to the course(s) for which application was made.
- 5.4 The number of academic credit hours awarded for PLC is limited by graduation residency requirements as outlined in NPRC-3250 Requirements for Graduation.
- 5.5 Academic credit for prior learning may be awarded for the following:
 - 5.5.1 Successful completion of a nationally recognized exam, such as Advanced Placement Exam, DSST, or CLEP, whose content aligns with an equivalent course offered by the College. Eligibility requires submission of official scores from the testing agency or appropriate official transcript(s). Scores from exams taken more than five years prior to date of student request are not eligible for consideration. See PLC Equivalencies for minimum score requirements.
 - 5.5.2 An active industry credential or licensure which corresponds to the knowledge, skills, and abilities achieved through successful completion of course(s) within a program of study.
 - 5.5.3 Military training that aligns with academic course content assessed by evaluating official transcripts for the Community College of the Air Force (CCAF) or Joint Services Transcript. A DD-214 is required if the applicant is no longer actively serving.
 - 5.5.4 A challenge exam that comprehensively evaluates course content. Challenge exam requests must be submitted in writing to the Dean of Curriculum and Instruction who will assign faculty to develop and evaluate the challenge exam. Results of the exam are communicated with the student, Dean of Curriculum and Instruction, and the Registrar. All documentation of the exam and its process will be retained by the Registrar. Requests must be received prior to the deadline for submission of midterm grades and the exam must be completed

prior to deadline for submission of final grades for the semester in which the request is submitted.

5.5.4.1 Students may not take a challenge exam for any course in which they are currently enrolled.

5.5.4.2 Challenge exams are unavailable for some courses, including, but not limited to, courses which require laboratory work, field experience, or clinical experience.

5.5.4.3 Challenge exams may be unavailable during the summer semester.

5.5.4.4 A minimum score of 70% is required for successful completion of a challenge exam and the awarding of prior learning credit.

5.6 No grade is awarded for PLC, so there is no impact on GPA or academic standing.

5.7 PLC evaluation requires a non-refundable processing fee upon application.

6. RESPONSIBILITIES AND TIMELINES

6.1 The Office of the Registrar is responsible for maintaining records of PLC awarded, including challenge exams and their results and the list of eligible PLC equivalencies, required minimum scores, and other criteria.

6.2 The Vice President of Academic and Student Affairs is responsible for administration of this policy.

7. REVIEW STATEMENT

This policy shall be reviewed on a regular basis in accordance with College's policy regarding policy review and amendment.

8. SIGNATURES

Signature on file *12.11.2020*

Chair, Board of Trustees Date

Signature on file *12.11.2020*

President Date

Attachments: None

Distribution: Board of Trustees; regionalcollegepa.org

Revision Notes: Policy in Origination