



Title:	Credit for Prior Learning Policy
Effective Date:	11/10/2015
Last Revision Date:	04/21/2023
Office:	Academic Affairs

Credit for Prior Learning Policy

Purpose

The College may award college credit for knowledge gained through private study and/or work experience. These credits are typically referred to as prior learning (nontraditional) credits and also include the award of credit for non-credit coursework.

Scope and Definition

Credit for Prior Learning (also known as "Non-Traditional Credit") is an opportunity available to students at the college to earn college credit for demonstrated prior knowledge. If you already know the content in a course you may not have to take the full class in order to be awarded credit. You can prove your knowledge by earning credit through an examination, previous study, a national certification or test, or a portfolio that demonstrates your knowledge.

Types

The types of prior learning (non-traditional) credit available at NTCC are Advanced Placement (AP), College Board Advanced Placement Credit, College Level Examination Program (CLEP), Course Credit Examinations, National Examination for Credit (e.g. ACT, CLEP, AP), Life Experience Assessment Program (LEAP), Industry-Based Certification Credit, Military Credits, DANTES Subject Standardized Tests (DSST), Technical College Credit, Correspondence Credits, Credit for Non-Credit Coursework (through LEAP and/or Credit Examinations), and Prior Learning (Non-Traditional) Credits from other institutions.

Guidelines

Specific policies and procedures have been established for the granting of college credit for prior learning (from non-traditional sources):

1. A student must be registered in credit courses at the College or have completed a minimum of one semester at the College in order to request prior learning (non-traditional) credit. Credits may be requested only for courses that are offered by NTCC.
2. To qualify for a credential to be awarded at NTCC, a minimum of 25% of the credential must be completed in residence. Credit for Prior Learning is not considered in-residence credit.



Policy & Procedure No. AA-010 Northshore Technical Community College

3. Semester hours of credit earned through prior learning (non-traditional sources) are assigned a grade of “P.” No quality points are earned, and such credit is not added into the student’s grade point average. Prior learning (non-traditional) credits are identified on the student’s transcript as credit granted through prior learning (non-traditional sources).
4. Prior learning (non-traditional) credit cannot be awarded in a course that a student has previously completed or enrolled in at any college (excluding coursework completed before Academic Amnesty is declared for which the student earned a grade of “C” or higher).
5. Students who plan to use credit from prior learning (non-traditional sources) to meet the credential requirements of other institutions should check the requirements of the receiving institution, as this type of credit is often re-evaluated by the receiving institution. Credit for prior learning awarded by NTCC is not guaranteed to transfer to other institutions.
6. The College charges a fee per credit hour for each credit hour awarded by the Credit for Prior Learning Policy except for credit awarded by AP and CLEP examinations. Veterans will receive a fee waiver for any credit awarded by the Credit for Prior Learning Policy.
7. The College will recognize transfer credit from students who received a passing grade on transfer coursework along with passing appropriate sequential course at another regionally accredited college or university.

College Level Examination Program (CLEP) Examination for Credit

Discipline-specific credit is awarded as a grade of “P” on CLEP examinations with a score of 50 or higher when the appropriate course equivalent is available in the College Catalog.

Advanced Placement (AP) Examination for Credit

Discipline-specific credit is awarded as a grade of “P” on AP examinations with a score of 3 or higher when the appropriate course equivalent is available in the College Catalog.

ACT Examination for Credit

Discipline-specific credit is awarded as a grade of “P” on ACT examinations in Math or English only and only after successful completion of the appropriate sequential course with a grade of “C” or higher on the first attempt at the College.

- Students who score a 28 or higher on the ACT Examination Math section will receive a letter grade of “P” in MATH 1015 - College Algebra when a student completes MATH 1620 - Plane Trigonometry with a grade of “C” or higher on the first attempt at the College.
- Students who score a 28 or higher on the ACT Examination Math section will receive a letter grade of “P” in MATH 1650 - Pre-calculus with Trigonometry when a student completes MATH 2000 - Calculus with a grade of “C” or higher on the first attempt at the College.



Policy & Procedure No. AA-010
Northshore Technical Community College

- Students who score a 29 or higher on the ACT Examination English section will receive a letter grade of “P” in ENGL 1015 - English Composition I when a student completes ENGL 1025 - English Composition II with a grade of “C” or higher on the first attempt at the College.

Review Process:

X	Reviewing Entity	Review Date	Effective Date
X	Chancellor	04/21/2023	01/04/2017
X	College Leadership Committee	04/21/2023	01/04/2017
X	Academic Affairs Committee	04/05/2023	01/04/2017

Distribution:

Distributed Electronically via College’s Internet 04/25/2023
All Employee Email Dated 04/25/2023