

# Credit for Prior Learning Policy

Effective Fall 2016

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## Credit for Prior Learning

UW-Parkside students have the opportunity to earn college credits for college level learning acquired through a variety of experiences including, but not limited to work, employer training programs, industry certifications, military training or other coursework. Learning is evaluated and assessed for college credit or advanced standing through one of the following means: Credit by Examination, Military Training and Service and Prior Learning Assessment Portfolio.

There are, however, rules that apply to all credit for prior learning opportunities that students must be aware of:

**Grades:** No grade is recorded for credits granted by examination.

**Limitations on Use of Credit by Examination:** Credits granted by examination do not count toward the residency requirements. Academic programs may have additional restrictions on the use of credit by examination in meeting their own requirements.

**Credits Granted:** The number of credits granted will be equal to the number of credits as the course offered to all university students. In the case of the College Level Examination Program (CLEP), the Advanced Placement Program (AP), and the International Baccalaureate Program (IB), a list of approved examinations, the minimum score required for credit, and the course equivalencies established for each by the appropriate department is available on the UW-Parkside website

**Documentation:** An official transcript, score report, or equivalent document issued by the external agency must be submitted before credit can be granted for AP, CLEP, DANTES, IB assessments and Military Training and Service.

**Eligibility:** Challenge examinations will be given only to students enrolled in a degree or licensure program.

**Fees:** There are fees associated with each form of prior learning assessment. Information regarding fees is available on the appropriate websites.

### Credit by Examination:

Students may have their learning assessed and evaluated through one or more of the following examination options:

#### Advanced Placement (AP)

High school students who have exhibited outstanding scholarship and participated in the College Entrance Examinations Board's (CEEB) Advanced Placement Program may be eligible for advanced placement credit if they achieve the minimum score required by UW-Parkside on the AP exam. Students must submit official Advanced Placement examination reports to the Office of Admissions and New Student Services. AP equivalencies may be found on the UW-Parkside website at

<https://www.uwp.edu/live/services/placementtesting/apequiv.cfm>.

## **Challenge Exam**

A challenge exam is a comprehensive exam similar to a final course exam that allows a student to demonstrate that he/she can meet the learning objectives of a course. UW-Parkside faculty may designate certain courses for which credit by challenge examination may be earned. The method of testing and the standards which must be met are determined by the department faculty; in limited cases this may include pre-collegiate or noncredit college course level work or recognized industry certifications in lieu of examinations. Credit by challenge exam can only be awarded if the course has not already been taken or transferred from another institution.

## **College Level Examination Program (CLEP)**

The CLEP is based on the premise that some people enrolling in college have already learned some of what is taught here. Learning may occur through non-credit college level course work, job training, independent reading and study, and advanced high school courses. CLEP provides students the opportunity to demonstrate college-level learning by taking exams that assess knowledge and skills taught in college courses if they achieve the minimum score required by UW-Parkside on the CLEP exam. Students must submit official CLEP examination reports to the Office of Admissions and New Student Services. CLEP equivalencies may be found on the UW Parkside website at <https://www.uwp.edu/live/services/placementtesting/clepequiv.cfm>

## **DANTES Subject Standard Tests (DSST)**

The DSST is a national, standardized exam evaluated by the American Council on Education Credit Evaluation Service (ACE). DANTES Subject standard tests provides students the opportunity to demonstrate college-level learning by taking exams that assess knowledge and skills taught in college courses if they achieve the minimum score required by UW-Parkside on the exams. Students must submit official transcript to the Office of Admissions and New Student Services.

## **International Baccalaureate (IB)**

The International Baccalaureate program is a comprehensive high school curriculum that fulfills the requirements of an international system of education. Students who have taken International Baccalaureate courses may take the International Baccalaureate exams. UW-Parkside awards credit to students when a score is 4 or higher. IB equivalencies may be found on the UW-Parkside website at <https://www.uwp.edu/live/services/placementtesting/ibequiv.cfm>

## **Language Testing**

Students who are heritage speakers in a language or who have informally learned a language taught at UW-Parkside can meet the foreign language requirement if they take the UW System placement test and place into the equivalent of the third semester (intermediate level) or above. Additional information about placement testing is available at <https://www.uwp.edu/live/services/placementtesting/>

Students who are heritage speakers in a language or who have informally learned a language not taught at UW-Parkside can meet the foreign language requirement upon certification at the intermediate level through the American Council on the Teaching of Foreign Languages (ACTFL). Students must submit official reports to the Office of Admissions and New Student Services. Additional information is available at - <http://www.languageTesting.com/>.

## **Retroactive Credits for Foreign Language**

In addition, students may earn up to 16 retroactive credits, four for each of the first four semesters of language study, if: a) they completed the previous course work in a United States high school, b) they enroll in the college course into which they place, and c) they complete the course with a grade of B-minus or better. In order to be granted retroactive credit, the student must submit an application to the Office of the Registrar at the end of the appropriate college semester.

UW-Parkside will accept retroactive credit for foreign language if it was granted by another UW System institution and is documented on the student's UW System transcript.

### **Prior Learning Assessment Portfolio**

UW-Parkside students have the opportunity to seek credit based on prior learning through a rigorous portfolio and evaluation process. Any UW-Parkside student who can demonstrate learning equivalent to college level learning may be able to apply that learning toward degree credit.

The academic department/faculty must approve the use of the portfolio for credit prior to the student engaging in the portfolio process. Each portfolio is evaluated by a qualified faculty member or qualified content expert based on the published standards and learning outcomes of the course for which credit is being requested. The prior learning portfolio is a collection of evidence that, along with individual reflection about the learning experience, directly supports a claim for credit for a specific course. Required documentation may vary depending on the course for which a student seeks credit.

### **Military Training and Service**

Students who seek credits based on military course work must provide an official Joint Service Transcript (JST) to the Office of Admissions and New Student Services. Students whose military credits are awarded by an accredited institution such as the Community College of the Air Force, do not need to submit a JST.

UW-Parkside grants credit for course work completed in the armed services as recommended by the Guide to the Evaluation of Educational Experiences in the Armed Services by the American Council on Education (ACE). Credit will be awarded if ACE recommends granting credit in the associate/ baccalaureate degree category and the credit recommendations parallel courses offered at UW-Parkside. Credits granted for military courses will not count toward residency requirements for graduation and may not duplicate content for credits previously earned by any other means. Credit is not awarded for rank or rating, or military occupational specialties.