



AP 4235 Credit for Prior Learning

References:

NWCCU 2020 Standard 1.C.8
ORS 350.417 – AP Exam Credits

Purpose

To recognize and validate the diverse college-level experiences of students by providing credit for learning acquired outside traditional academic settings. The Credit for Prior Learning (CPL) policy aligns with Rogue Community College's mission to support student success and lifelong learning.

Eligibility

Students must:

1. Be admitted to Rogue Community College.
2. Only request credit evaluation for courses within the student's academic degree or certificate program.
3. Be in good academic standing.

Departments must:

- Create an inventory of eligible courses and the method of evaluation
- Ensure the evaluations and documentation provided meet academic and industry standards.
- Department leads must complete an orientation focusing on the policy, use, and best practices of Credit for Prior Learning before offering to students.

Methods of Credit Evaluation

The following methods are eligible for CPL:

1. **Challenge Exams:** Departmental exams to assess proficiency in specific courses.
 - Graded A-F
 - No more than a single attempt, unless an approved appeal has been completed, per course
2. **Industry Certifications:** Credit may be awarded for certifications aligned with academic programs (e.g., Welding, Emergency Services).
 - Graded as Pass/ No Pass



3. **Military Training:** Evaluated through ACE (American Council on Education) recommendations.
 - Official Joint Services Transcript must be sent directly to Rogue Community College
4. **Portfolio Assessment:** Students submit a portfolio demonstrating learning outcomes through work, volunteerism, or other non-academic experiences. Refer to each department for portfolio requirements and alignment with Course Learning Outcomes for designated courses.
 - Graded as Pass/No Pass
5. **Standardized Exams:**
 - AP (Advanced Placement)
 - Avant STAMP 4S
 - CLEP (College-Level Examination Program)
 - DANTES/DSST (Defense Activity for Non-Traditional Education Support)
 - GED Scores
 - IB (International Baccalaureate)
 - Graded as Pass/No Pass and official Score reports must be sent directly to Rogue Community College

Credit Limits

- Students must meet graduation residency requirements as outlined in AP4100

Fees

- Refer to the Non-Academic fee schedule

Evaluation Process

1. **Student Application:**
 - Complete the CPL application form available on the RCC website.
 - Provide supporting documentation or requirements for your Method of Credit Evaluation
2. **Faculty Assessment:**
 - Designated faculty evaluate submitted materials or administer exams.
 - Credit recommendations are based on mastery of learning outcomes.
3. **Transcript Notation:**
 - Awarded CPL credits are recorded on the student's transcript as Credit for Prior Learning (Students should be aware that the acceptance and transferability of credits awarded at RCC are subject to the policies of the receiving institution). Only successful grades will be transcribed.

Conditions

- CPL credits do not count toward graduation residency requirements.
- CPL assessments must align with academic and industry standards.
- All department or course CPL programs must first be reviewed and approved by the Adult Learner Enrollment Committee prior to implementation
- CPL credit should be awarded only for those courses formally approved by the RCC's curriculum approval process.

Appeals

- Students will be notified of their CPL award outcome within the designated timeframe specified in the CPL policy.
- Student appeals must be submitted to the Adult Learning Enrollment Committee for the following CPL type.
 - **Challenge Exams:**
 - Scoring appeals must be filed within 14 days of credit denial.
 - Appeals for a retake may be granted at any time if the student demonstrates substantial additional experience or learning that enhances their competency.
 - **Portfolio Assessments:**
 - Appeals must be filed within 14 days of credit denial.
 - Appeals may only address administrative errors or process-related concerns.
 - Appeals cannot be based on disagreements over learning objectives or competency standards.
 - Within 2 weeks of receiving the appeal, if received during the term, the ALEC committee will inform the student in writing of their decision and, if denied, the reasons for the denial. A copy of the letter and the appeal will then be submitted to the Registrar's Office. If appeal is received during a break between terms or during summer term then a response will be given at the beginning of the next term.

Rescinds Procedure Number: None

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