

## **GLENVILLE STATE COLLEGE POLICIES**

### **ACADEMIC POLICY 33**

#### **COLLEGE CREDIT FOR PRIOR LEARNING**

##### **33.1. General**

1.1. Scope - Policy establishing guidelines for the awarding of college credit for prior college level learning through prior learning assessment.

1.2. Authority - West Virginia Code §18B-I-I A, 18B-I-6.

1.3. Effective Date - April 6, 2016

1.4. Repeal of Former Rule – This policy supersedes any or all Glenville State College policies in reference to issuing college credit for prior learning.

##### **33.2. Purpose**

2.1. Glenville State College recognizes that higher education should contribute to the growth, development, and quality of life of the state and its citizens. This policy details the responsibilities of Glenville State College regarding the awarding of college credit for prior college-level learning gained outside the higher education academic environment.

2.2. Glenville State College recognizes that some students, particularly adults and non-traditional students, may have acquired prior college-level learning through the development of skills or knowledge that closely parallel those outcomes taught in college-level courses. It is important that Glenville State College has the opportunity to evaluate learning that has taken place outside the higher education academic environment and to award academic credit when appropriate.

2.3. The purpose of this rule is to outline the terms and conditions under which Glenville State College awards *and/or* transfers credits toward a degree or certificate based upon Prior Learning Assessment (PLA) and to provide consistent and accessible methods for students to earn these credits.

2.4. Each department chair and faculty member associated with the course credit will determine the awarding of undergraduate academic credit for prior learning through a variety of assessment methodologies that will ensure the academic credibility of such credit. Under these guidelines, in accordance with Glenville State College policies and procedures, academic credit shall be awarded for prior learning that is equivalent to coursework which satisfies the requirements for the degree program in which the student is enrolled.

2.5. The Regents Bachelor of Arts degree program maintains specific guidelines and requirements for the use of credit for prior learning. This policy does not replace those guidelines.

### **33.3. Definitions**

3.1. Prior Learning Assessment (PLA) is defined as the assessment of college-level learning for college credit gained outside the higher education academic environment. For example, individuals may acquire college-level knowledge or skills through work, employee training programs, military service, independent study, non-credit courses, or community service. Only documented and demonstrated college-level learning will be awarded college credit.

3.2. In support of providing opportunities for students to earn college-level credit for college-level learning that has been acquired outside the higher education academic environment, the assessment of prior college-level learning can be accomplished through a variety of assessment methods including, but not limited to the following:

3.2.1. Advanced Placement Exams

3.2.2. American Council on Education (ACE) Guides

3.2.2. College Level Examination Program (CLEP) Exams

3.2.4. DANTES Subject Standardized Test (DSST)

3.2.5. Excelsior College Examination Program (ECE)

3.2.6. Institutional Course Challenge Examination Credit

3.2.7. International Baccalaureate Program (IB)

3.2.8. Institutional Evaluation of Industry and Workforce Training such as apprenticeships, certifications, and licensure

3.2.9. Portfolio Assessment/Review Credit

3.2.10. Prior Military Training Credit

### **33.4. Principles**

4.1. Glenville State College values the diversity of its students. This diversity includes the unique experiences, interests, and intellectual pursuits that may lead to the acquisition of college-level learning. The acquisition of college-level learning is validated by assessment methods that are academically sound and rigorous.

4.2. Glenville State College employs prior learning assessment aligned with its principles of academic integrity, resources, and student educational attainment and success.

### **33.5. Institutional Policies Regarding Awarding Credit for Prior Learning**

5.1. Credit for prior learning can apply toward majors, minors, general education requirements, and electives that count toward the student's chosen degree or certificate. Prior Learning Assessment (PLA) credit may also satisfy prerequisite requirements. College credit awarded through PLA shall not be treated differently in its application and use than its course equivalencies or appropriate block credit.

5.2. Credit for prior learning shall only be awarded to students who are admitted to the institution and have declared a major field of study.

5.3. Credit awarded through PLA shall not count toward institutional residency requirements of Glenville State College.

5.4. The evaluation of a portfolio must be completed by a minimum of two faculty members with appropriate professional credentials. Course-specific examinations must be designed by a faculty member, evaluated by at least two faculty members with appropriate professional credentials, and approved by the department chair. A recommendation for credit shall be made to the Registrar and approved by the Vice President for Academic Affairs.

5.5. Glenville State College will accept PLA credit up to 30 credits for bachelor's degrees, up to 15 credits for associate's degrees, and up to 6 credits for certificate programs.

5.5.1. Should a program at Glenville State College have an accrediting body that states a specific maximum for PLA credits, then that accrediting body's maximum will be honored by the program receiving PLA credit.

5.6. Credit awarded through PLA must be clearly identified as such on a student's official transcript. Such credit shall not be used to determine a student's grade point average or used in the calculation of graduation honors. The credit will be recorded as "Credit" only.

5.7. Student requests for awards of academic credit for prior learning will be submitted in accordance with the guidelines established by Glenville State College. Glenville State College will provide and communicate an appeal process for PLA decisions. Additionally, Glenville State College ensures the transparency of the award or denial of PLA credit.

5.8. PLA fees may vary based upon the type of assessment performed. PLA credit and transcribing fees to students will be clearly published and made available to the student in the most current Glenville State College catalog.

5.9. Glenville State College will regularly review its PLA policies to ensure that they are consistent with accreditation PLA guidelines and state, regional, and national practices.

**33.6. Transferability of Prior Learning Assessment Credits**

6.1. Credits earned through PLA will be transferable in accordance with Series 17: *Transferability of Credits and Grades at West Virginia Colleges and Universities*. Once on a student's transcript, credits earned through prior learning shall be treated no differently than other credit coursework on a student's transcript.

Approvals:

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President

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Date

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Chair of the Board

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Date