

3357:13-13-33 Prior Learning Credit (PLA/CBE) Policy

- (A) North Central State College (NCSC) recognizes the value and validity of prior learning. College credit will be granted only for documented, authenticated, and demonstrated college-level learning outcomes and not for experience alone. Credit will be awarded based on the method of prior learning demonstrated by the student. College-level learning is defined as demonstrated achievement of learning outcomes, theoretical and/or applied, that match the depth and breadth of the content of a college course or curriculum objectives.

North Central State College will adhere to and maintain best practices in assessing prior learning as recommended by the Ohio Department of Higher Education (ODHE), Higher Learning Commission (HLC), American Council on Education (ACE), and the Council for Adult and Experiential Learning (CAEL). Prior learning credit is coordinated through the academic division from which the credit is granted.

- (B) Methods of assessing prior learning

Credits may be obtained by demonstrating learning through the following assessment methods:

- (1) Standardized testing – Students demonstrate college-level learning through nationally recognized examinations. North Central State College accepts examination scores from:
 - (a) Advance Placement Program (APP)
 - (b) College Level Examination Program (CLEP)
 - (c) DANTES Subject Standardized Tests (DSST)
 - (d) International Baccalaureate (IB)
 - (e) Other standardized examinations approved by the Chief Academic Officer
- (2) Non-sponsored collegiate learning – Students have demonstrated college-level learning in alternative learning experiences which equates to college credit. Non-sponsored collegiate learning may include:
 - (a) Military training, experience, and coursework
 - (b) Credit by Examination
 - (c) Workforce and industry certifications and credentials, apprenticeship pathway programs
 - (d) Other training, experience, and coursework approved by the Chief Academic Officer

- (3) Tech Prep credit – Students have demonstrated college-level learning through articulated credit agreements established between the college and approved vocational education programs.
- (4) Experiential learning portfolio – Students demonstrate college-level learning by submitting a collection of evidence that documents a match between their experiential learning and learning outcomes of a specific course offered at North Central State College.

(C) Prior learning credit eligibility

All students who desire to earn credit for prior learning must be currently admitted at North Central State College. Eligibility for credit from prior learning varies dependent on the method used to assess prior learning and the type of prior learning being assessed.

(1) Standardized examination credit

- (a) The student must meet the exam criteria established by the exam sponsor.
- (b) The student is responsible for all fees associated with the standardized exam and procuring transcripts of the exam results for North Central State College.
- (c) Fees associated with standardized exams are non-refundable.

(2) Non-sponsored collegiate learning

- (a) Military training, experience, and course work; Military Transfer Assurance Guides (MTAGs)
 - (i) The student must submit official military documents that contain and detail training, experience, and/or course work to be evaluated. These documents may include, but are not limited to, the DD214, DD295, Army/American Council on Education (ACE) Registry Transcript or a transcript from a regionally-accredited military institution.
 - (ii) Other official military documents may be required for the basis of evaluation at the discretion of the registrar, academic dean or designee, or faculty assessor if the elements are necessary for evaluation.

(b) Credit by Examination

- (i) The student must have compelling experiential learning to request Credit by Examination.
- (ii) The level of compelling experiential learning is at the discretion of the academic dean or designee in the division where the credit is granted.

(c) Workforce and industry certifications and credentials, apprenticeship pathway programs

(i) The student must possess a valid certification, credential, or apprenticeship granted by a recognized authority, licensing board, or professional certification body.

(ii) The certification, credential, or apprenticeship must be current and not have lapsed or expired.

(d) Other training, experience, or coursework approved by the Vice President for Academic Services

The student must have completed non-college sponsored training, experience, or coursework which is recommended for credit by the American Council for Education (ACE), Ohio Department of Higher Education (ODHE), Higher Learning Commission (HLC) or the Council for Adult and Experiential Learning (CAEL).

(3) Tech Prep credit

(a) Students who have demonstrated proficiency and have competency requirements documented by high school course work in a Tech Prep program, may earn a maximum of sixteen (16) semester hours of college credit.

(b) A student must have completed all admissions application steps to request Tech Prep credit.

(c) A student must have graduated from an Ohio Department of Education recognized Tech Prep program within 24 months of enrollment in an articulated program.

(d) A student must have maintained a 2.0 grade point average in his/her occupational or applied course work, receiving no grade below a "C."

(e) Students must participate in the College academic course placement process for reading, English, and mathematics.

(4) Experiential learning portfolio

(a) The student must have taken or be eligible to take English Composition I.

(b) The student must have at least five (5) years of experiential learning outside of the classroom in an applicable field of study.

(c) The successful assessment of a higher-level course does not presuppose course competencies that are demonstrated for its prerequisites; competencies for

prerequisites must be demonstrated independently.

(d) North Central State College does not allow portfolio evaluation for courses already included on the student's transcript.

(e) The student is required to enroll in the non-credit Workshop on Preparing an Experiential Learning Portfolio prior to development of the portfolio.

(D) Prior learning credit limitation

(1) Students may earn up to forty (40) credit hours of prior learning credit toward an associate of applied science, associate of applied business, associate of arts, or associate of science degree.

(2) Of the forty (40) credit hours, no more than fifteen (15) hours may be earned through an experiential learning portfolio.

(3) Other than the experiential learning portfolio, there is no limit within the forty (40) credit hours on the number of credits a student may obtain through other forms of prior learning.

(4) Credits earned through any prior learning method do not fulfill college residency requirements.

(5) Credit can be earned only once for the same course.

(6) With approval of the Chief Academic Officer, programs within the college may impose additional prior learning credit restrictions and limits.

(E) Prior learning credit evaluation and transcription

(1) The prior learning assessment will follow a course equivalency credit model.

(2) Students will need to demonstrate and document their college-level learning toward course objectives and learning outcomes established by North Central State College. Course objectives and learning outcomes are those which are detailed on the official, current course syllabi.

(3) Faculty reviewers will be identified and assigned through the appropriate academic dean.

(4) Students will work with the academic deans or designees to determine which assessment method would be most effective to demonstrate and document the learning outcomes for each course.

(5) Some subjects and content areas lend themselves to competency demonstration rather than written assessment. In instances when performance is clearly the best criterion of a

learning outcome, it will be arranged by the appropriate dean or designee in consultation with the faculty reviewer.

- (6) All prior learning Credit (CR) or No Credit (NC) is to be posted on the student's transcript during the term in which the prior learning is assessed.
- (7) The faculty reviewer and/or appropriate academic dean will recommend awarding Credit (CR) for the course if 70% of the established competencies and/or outcomes have been met satisfactorily. The course title and the designation of Credit (CR) or No Credit (NC) will be transcribed to the student's record.
- (8) Prior learning credit is not included when calculating grade point average.
- (9) Students who receive No Credit (NC) as a result of an unsatisfactory prior learning assessment may not repeat the assessment, but may take the college course.
- (10) Students may not earn credit from prior learning assessments from courses completed or previously attempted at the college.

(F) Modularized credit

- (1) Modularized credit may be awarded for prior learning upon recommendation of the appropriate dean and approval of the Chief Academic Officer.
- (2) A student seeking modularized credit must state the intent to receive such credit at the onset of the prior learning assessment.

(G) Policy review

- (1) The prior learning policy and procedures will undergo periodic review and modifications, if any, made following the review.
- (2) The Chief Academic Officer or designee will be the coordinating official for the review.

(H) Transferability of prior learning assessments

When a student has been granted college-level credit by another regionally-accredited college or university for prior learning, that credit will transfer to North Central State College and will be applied according to the policies, procedures, and practices similar to other forms of incoming transfer credit.

(I) Appeals process

If a student is not granted prior learning credit, he or she may appeal the decision within fifteen (15) days of notification according to the College's appeals policy beginning with the appropriate academic dean.

Effective: April 1, 2016
Next Review: April 1, 2021
Review Dates: 4/1/14, 4/1/16