

Status **Active** PolicyStat ID **16221797**



Origination 04/2004  
Last Approved 07/2024  
Last Revised 07/2024  
Next Review 07/2034

Chapter Lead Nohemy Ornelas:  
Chapter 3(CC),4&5  
Policy Area Chapter 4  
Academic Affairs  
References 10+1, CCLC |  
Legally Required

## BP 4235 Credit for Prior Learning

Credit for prior learning may be earned for eligible courses approved by the district for students who satisfactorily pass an authorized assessment or examination. Authorized assessments may include the evaluation of approved external standardized examinations, joint services transcripts, student-created portfolios, and credit by examination. The Chancellor shall establish administrative procedures to implement this policy.

### Reference:

Title 5 Section 55050, et seq.

## Attachments

- [BP 4235 Credit by Examination - Comments](#)
- [BP 4235 Credit by Examination - Legal Citations](#)
- [BP4235 -OLD.pdf](#)

## Approval Signatures

Step Description	Approver	Date
------------------	----------	------

COPY



Origination 04/1991  
Last Approved 07/2024  
Last Revised 07/2024  
Next Review 07/2027

Chapter Lead Nohemy Ornelas:  
Chapter 3(CC),4&5  
Policy Area Chapter 4  
Academic Affairs  
References 10+1, CCLC |  
Legally Advised

## AP 4235 Credit for Prior Learning

Students may demonstrate proficiency in a course eligible for Credit for Prior Learning and receive college credit through the approved alternative methods for awarding credit listed below:

- Achievement of a score of *3 or higher* on an Advanced Placement Examination administered by the College Entrance Examination Board.
- Achievement of a score that qualifies for credit by College Level Examination Program (CLEP) examination.
- Achievement of a score that qualifies for credit by International Baccalaureate examination.
- Evaluation of joint service transcript (JST) that considers the credit recommendations of the American Council on Education pursuant to Education Code 66025.71.
- Evaluation of industry-recognized credential documentation.
- Evaluation of student-created portfolios.
- Credit by satisfactory completion of an examination administered by the college in lieu of completion of a course listed in the college catalog.
- Achievement of an examination administered by other agencies approved by the college.
- Assessment approved or conducted by proper authorities of the college.

Credit may be awarded for prior experience or prior learning only for individually identified courses with subject matter similar to that of the individual's prior learning, and only for a course listed in the catalog of the community college. Award of credit may be made to electives for students who do not require additional general education or program credits to meet their goals.

Determination of Eligibility for Credit for Prior Learning:

- The student must be currently registered in the college and in good standing.
- The student must have previously earned credit or noncredit from the college or be currently

registered in the college.

- Current students must have an education plan on file.
- The student is not currently enrolled in the course to be challenged.
- Credit by Examination: The student is registered in the college and not currently enrolled in nor received credit for a more advanced course in the same subject (may be waived by discipline faculty). The determination to offer credit by examination rests solely on the discretion of the discipline faculty.

Credits acquired by examination shall not be counted in determining the 12 semester hours of credit in residence required for an associate's degree.

- A fee may be charged for administering an examination provided that the fee does not exceed the enrollment fee which would be associated with enrollment in the course for which the student seeks credit by examination.

The student's academic record shall be clearly annotated to reflect that credit was earned by assessment of prior learning.

Upon a student's demonstration of sufficient mastery through an examination or assessment, an award of credit should be made, if possible, to:

- California Intersegmental General Education Transfer Curriculum (IGETC),
- California State University General Education (CSUGE) Breadth,
- The college's general education requirements or requirements for a student's chose program, or
- Electives for students who do not require additional general education or program credits to meet their goals.

Grading shall be according to the regular grading system approved by the governing board, except that students shall be offered a "pass-no pass" option if that option is ordinarily available for the course.

The SBCCD Board of Trustees will review the credit for prior learning policy every three years and report the findings to the California Community College Chancellor's Office that include the following:

- The number of students who received credit for prior learning,
- The number of credits awarded per student,
- Retention and persistence rates of students earning credit for prior learning,
- Completion data (for certificate, degree, and transfer) for students earning credit for prior learning, and
- Qualitative assessments by students of the policies and procedures.

**Reference:**

Education Code Section 79500;

Title 5 Sections 55050, 55051, 55052, and 55025.5

---

## Attachments

- [AP 4235 Credit By Examination - Comments](#)
- [AP 4235 Credit By Examination - Legal Citations](#)
- [AP4235 -OLD.pdf](#)
- [Legal Update 36.docx](#)
- [SBCCD - Overview for Legal Update 31 Final Version.docx](#)

## Approval Signatures

Step Description	Approver	Date
Approved per Level 3 process in AP 2410	Kelly Goodrich: PPAC Support	07/2024

