AP 4235  Credit by Examination

Registered students who have substantial prior experience in the content of college-level courses and who can present evidence may petition to receive credit for courses listed in the college catalog which are approved for credit by examination. Any course listed in the course description section of the college catalog bearing the designation [Cx] after the course title may be challenged for credit by examination with the consent of the instructor in the appropriate administrative unit and after admissions eligibility criteria are met.

A department (discipline area) may establish a limit on the number of courses that may be challenged for credit by examination. This information will be housed in the Dean’s office.

The District will grant credit to any student who satisfactorily passes an examination in accordance with the credit by examination policy and procedure listed in the college catalog.

Such credit will be granted only to a student who:

- is registered in the Chaffey Community College District
- has earned at least 12 units of credit from Chaffey College (waived for high school students enrolled in articulated tech prep courses)
- is in good standing (cumulative GPA of 2.0 or higher)
- has met all course prerequisites
- has not previously received a grade for the course

Such credit will be granted for a course listed in the college catalog that specifically may be challenged through the credit by examination policy.

Units earned through credit by examination shall not be counted toward the 12-unit residency requirement for an Associate degree. Credits acquired by examination are not applicable to meeting unit load requirements for Veteran's or Social Security benefits. In all cases, the student’s academic record is clearly annotated to indicate any credit granted as Credit by Examination.

There will be a fee for credit by examination testing.

There are four options for credit by examination:

1. College Entrance Examination Board (CEEB) Advanced Placement (AP) Tests
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- Achievement of a score of 3 or higher on tests administered by the CEEB will be considered for credit.
- A Student Petition must be submitted to request the evaluation of official scores for CEEB credit.
- Maximum credit issued for CEEB examinations: no maximum.

2. College Level Examination Program (CLEP)
   - Chaffey College recognizes the College Level Examination Board Test in General Examinations (except for English Composition) and most Subject Examinations.
   - A score of 50 or higher is required for consideration for credit under CLEP General Examinations.
   - Evaluations for Subject Examinations are done by the Counseling Department and minimum scores and credit awarded vary by discipline.
   - Official test results must be submitted with a Student Petition in order to have an evaluation done for CLEP credit. The Counseling Department evaluates and makes recommendations for credit, and the Office of Admissions and Records grants the credit based on those recommendations.
   - Maximum credit issued for General Examinations are as follows:
     - Humanities = 6 units
     - Mathematics = 6 units
     - Natural Sciences = 6 units
     - Social Sciences = 6 units
   - Maximum credit issued for Subject Examinations: no maximum.

3. English Equivalency Examination of the California State University
   - Students may receive credit for English 1A and English 1C through the successful (pass) completion of this examination. Official results of the examination must be sent to both the Chaffey College English Department and the Office of Admissions and Records and is handled under a Student Petition process.
   - Maximum credit issued: 6 semester units.
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Reference:  Title 5 Section 55050

Approved:  4/17/12

(Replaces former Administrative Procedure 4.6.7)