

NORTHLAND COMMUNITY AND TECHNICAL COLLEGE

3150P CREDIT FOR PRIOR LEARNING

The procedure defines the requirements for evaluating and granting credit to a student admitted to Northland Community & Technical College (NCTC) for successful college-level learning gained in non-credit or experiential settings.

Methods of assessing credit for prior learning include:

DIRECT TRANSFER OF COURSES (See NCTC Policy 3120)

CREDIT BY EXAMINATION

- Nationally recognized examinations mandated by Minnesota Statute and Board of Trustee policy
 1. CLEP (College Level Examination Program) **SEE Part A**
 2. AP (Advanced Placement) **SEE Part B**
 3. IB (International Baccalaureate) **SEE Part C**
- Other nationally recognized examinations;
 1. NOCTI (National Occupational Competency Testing Institute) **SEE Part D**
 2. DSST (DANTES Subject Standardized Test) **SEE Part E**
 3. Thomas Edison College Examination Program (TECEP)
 4. New York University Foreign Language Proficiency (NYUFLP)
 5. Excelsior examinations **SEE Part F**
- ACE endorsed examinations;
 1. Straighterline **SEE Part G**
- Course Specific Examinations (test out) **SEE Part H**

AWARDING OF CREDIT FOR MILITARY EXPERIENCES

Students having served in the military may request to have credit awarded for experiences gained while serving in the military, in accordance with Minnesota Statute 197.775, Sub. 2. Requests will be evaluated based on the program of study at NCTC. A copy of the veteran's DD-214 and any other transcribed records of education must be on file in the Registrar's Office.

Students will be awarded four (4) credits for their basic military training. Students enrolled in technical programs may receive credit for CRLT 2103, Job Seeking/Keeping and SSCI 1101, Human Relations. Other students will have these credits listed as general electives and they may or may not transfer to other institutions.

Additional credit may be awarded depending on the type of training/education received. When we evaluate these courses we will use the "Guide to the Evaluation of Educational Experiences in the Armed Forces" as our guide and we will award credit as recommended by the American Council on Education.

CREDIT FOR EXPERIENTIAL LEARNING

Students may earn academic credit in certain college courses applicable to their program of study if they have gained skills and knowledge from previous education, job training, self-study, or occupational

experiences. In some programs, students may be permitted to start at a more advanced level if they can demonstrate college-level competency similar in nature and quality to the competency they would acquire in courses offered by the College.

Academic credit may be given for credit by examination, proficiency demonstration, and/or college-level experiential learning as documented by portfolio assessment. Students may be charged applicable fees.

TECH PREP ARTICULATION

NCTC will recognize official agreements with specific high schools for specific course work providing they meet the criteria and conditions of NCTC's "Program Articulation Agreement for Advanced Standing."

CREDIT BY EXAMINATION

Part A: CLEP

CLEP stands for College Level Examination Program which is offered by the College Board. It offers students the opportunity to obtain recognition for college-level achievement in five general areas as well as numerous subject areas. The General Examinations measure material usually covered in the first two years of college and often referred to as general education requirements. The Subject Examinations measure achievement in specific college courses and are used to grant exemption from and credit for these courses.

A CLEP Subject Examination may not be taken to establish credit for a course in which a student has already earned credit in a higher level sequential course. A Subject Examination may not be used to establish credit in a subject which the student has previously failed.

Subject Examinations, minimum scores, credits, and NCTC course equivalent:

Accounting (Prin)	50	4	BUSN 2221
Algebra (College)	50	3	MATH 1110
American Government	50	3	PLSC 1102
American Literature	50	6	ENGL 2241 & 2242
Analyzing & Interpreting Lit	50	6	Goal Area VI
Biology	50	6	BIOL 1111
Business Law	50	3	No Equivalent
Calculus w/Elem Functions	50	6	MATH 2231
Chemistry (General)	50	6	CHEM 1121
College Composition	50	6	ENGL1111 & ENGL1112
College Composition Modular	50	3	ENGL1111

(without essay)

College Composition Modular	n/a	n/a	No Equivalent
-----------------------------	-----	-----	---------------

(with essay)

College Mathematics	50	3	MATH 1102
Educational Psychology	50	3	No Equivalent
English Literature	50	6	ENGL 2251 & 2252
French I & II (Beg)	50	6	Goal Area VIII
French I & II (Interm)	59	12	Goal Area VIII
German I & II (Beg)	50	6	Goal Area VIII
German I & II (Interm)	60	12	Goal Area VIII
History of the U.S. I	50	3	HIST 2201
History of the U.S. II	50	3	HIST 2202
Human Growth & Develop	50	3	PSYC 2201
Humanities	50	3	HUMN1101
Info. Syst. & Comp Apps	50	3	No Equivalent
Macroeconomics	50	3	ECON 2202
Management (Prin)	50	3	BUSN 2210
Marketing (Prin)	50	3	MKTG 2200
Microeconomics	50	3	ECON 2201
Natural Science	50	3	Goal Area III
Pre-Calculus	50	3	MATH 1113
Psychology (Intro)	50	3	PSYC 1105
Social Sciences & History	50	3	Goal Area V
Sociology (Intro)	50	3	SOCI 1101
Spanish I & II (Beg)	50	6	SPAN 1101 & 1102
Spanish I & II (Interm)	63	12	SPAN 2101 & 2102
Trigonometry	50	3	MATH 1106
Western Civilization I	50	4	HIST 1101
Western Civilization II	50	4	HIST 1102

NOTE: Acceptable scores may vary among colleges and universities.

Part B: ADVANCED PLACEMENT

Advanced Placement (AP) is a program of the College Entrance Examination Board through which secondary students complete college-level courses in high school that are designated as AP and earn college credits by demonstrating a specified level of performance on AP examinations. The AP examinations, which are scored on a 5-point scale, can be taken by any student who feels prepared by independent study or other preparation as well as by students who complete AP courses.

NCTC will grant credit for AP examinations according to the following:

1. A score of 3 is the minimum score required for credit to be awarded.
2. The same amount of credit will be granted for scores of 3, 4, and 5.
3. Credit will be given for a specific college course if a test covers substantially similar material. If the test material does not match an existing course, students will be awarded up to 4 semester elective credits.
4. Students may petition for elective credits to meet certain general education requirements for an Associate Degree.
5. There is no limit to the total number of credits a student can earn through AP courses and tests.

ADVANCED PLACEMENT COURSES, EQUIVALENCIES & CREDITS

ART HISTORY	ARTS 2233 & 2234	6
STUDIO DRAWING	ARTS 1111	3
STUDIO 2-D DESIGN	ARTS 1125	3
STUDIO 3-D DESIGN	ARTS 1126	3
BIOLOGY	BIOL 1111	4
CALCULUS AB	MATH 2231	4
CALCULUS BC	MATH 2231 & 2232	8
CHEMISTRY	CHEM 1121	5
COMPUTER SCIENCE A	CPTR 1104	3
COMPUTER SCIENCE AB	NO EQUIVALENT	4
MACROECONOMICS	ECON 2202	3
MICROECONOMICS	ECON 2201	3
ENGLISH LANG & COMP	ENGL 1111	3
ENGLISH LIT & COMPOSITION	ENGL 1112 & 1126	6

ENVIRONMENTAL SCIENCE	NSCI 2203	4
FRENCH LANGUAGE	GOAL AREA VIII	4
GERMAN LANGUAGE	GOAL AREA VIII	4
COMPARATIVE GOVT & POLITICS	PLSC 2204	3
U.S. GOVERNMENT & POLITICS	PLSC 1102	3
EUROPEAN HISTORY	HIST 1101 & 1102	8
U.S. HISTORY	HIST 2201 & 2202	6
WORLD HISTORY	NO EQUIVALENT	4
HUMAN GEOGRAPHY	GEOG 2242	3
LATIN VERGIL or LITERATURE	NO EQUIVALENT	4
MUSIC THEORY	NO EQUIVALENT	4
PHYSICS 1 (algebra-based)	PHYS 1111	4
PHYSICS 2 (algebra-based)	PHYS 1112	4
PHYSICS C (MECHANICS)	PHYS 2211	4
PHYSICS C (ELEC & MAG)	PHYS 2212	4
PSYCHOLOGY	PSYC 1105	3
SPANISH LANGUAGE	SPAN 1101 & 1102	8
SPANISH LANGUAGE	SPAN 2201 & 2202	8
STATISTICS	MATH 2203	4

**OTHER ADVANCED PLACEMENT PROGRAMS & AWARDING OF CREDIT A
MINIMUM SCORE OF 45 OR PASS REQUIRED**

ACT/PEP TEST

ABNORMAL PSYCHOLOGY	PSYC 2215	3
ACCOUNTING: LEVEL I	BUSN 2221/2222	8
ADULT NURSING		8
ADVANCED ACCOUNTING		3
ANATOMY & PHYSIOLOGY	BIOL 2252/2254	6
AUDITING		3
BUSINESS POLICY		6
COMMONALITIES IN NURSING CARE: AREA A		5
COMMONALITIES IN NURSING CARE: AREA B		5
CORPORATION FINANCE		3
CORRECTIVE/REMEDIATION INSTRUCTION IN READING		9
COST ACCOUNTING & ANALYSIS	ACCT 2208	3
DIFFERENCES IN NURSING CARE: AREA A		4
DIFFERENCES IN NURSING CARE: AREA B		4
DIFFERENCES IN NURSING CARE: AREA C		4
EDUCATIONAL PSYCHOLOGY		3
FEDERAL INCOME TAXATION	ACCT 2200	3
FOUND OF GERONTOLOGY		3
FUND OF NURSING		10
HEALTH RESTORATION: AREA I		4
HEALTH RESTORATION: AREA II		4
HEALTH SUPPORT: AREA I		4
HEALTH SUPPORT: AREA II		4
INTERMEDIATE ACCOUNTING	ACCT 2204/2214	6
INTERMEDIATE BUSINESS LAW		3
LABOR RELATIONS		3
MARKETING: LEVEL I	MKTG 2200	3
MATERNAL/CHILD CARE NURSING		6
MATERNITY NURSING		3

MICROBIOLOGY	BIOL 2221	3
OCCUPATIONAL STRATEGIES IN NURSING		5
ORGANIZATIONAL BEHAVIOR		3
PERSONNEL MANAGEMENT 3		
PHYSICAL GEOLOGY	NSCI 1103	3
PRINCIPLES OF MANAGEMENT	BUSN 2210	3
PRODUCTION/OPERATIONS MGMNT		3
PROFESSIONAL STRATEGIES, NURSING		4
PSYCHIATRIC/MENTAL HEALTH IN NURSING		8
READING INSTRUCTION: APPLICATION		9
READING INSTRUCTION IN ELEM SCHOOL		6
STATISTICS	MATH 2203	3

PART C: INTERNATIONAL BACCALAUREATE (IB)

The IB program is an internationally recognized program through which a secondary student completes a comprehensive curriculum of rigorous study and demonstrates performance on IB examinations. A student may present a full IB diploma or a certificate recognizing specific higher level or standard level examination scores.

Higher level IB examinations assess work for higher level courses which generally involve significant breadth and depth of learning. They represent a recommended 240 teaching hours. Standard level IB examinations assess work completed at a narrower or less rigorous level than the higher level examinations. They represent a recommended 150 teaching hours. The IB diploma covers six subjects and is awarded to students who achieve specified scores on three higher level and three standard level examinations or four higher level and two standard level examinations.

IB Diploma:

Students who attain an International Baccalaureate (IB) diploma shall be granted six (6) lower division course credits for scores of 4 or higher on each Higher Level IB examinations and two (2) lower division course credits for scores of 4 or higher on each Standard Level IB examination.

Individual IB examinations:

Higher level examinations. A student shall receive three (3) or more course credits for scores of 4 or higher on individual Higher Level IB examinations.

Standard level examinations. A student shall receive two (2) or more credits for scores of 4 or higher on individual Standard Level IB examinations.

PART D: NOCTI (NATIONAL OCCUPATIONAL COMPETENCY TESTING INSTITUTE)

NCTC shall grant credit to students who have met or exceeded national average scores on the National Occupational Competency Testing Institute (NOCTI) assessments for specific skill sets in specific program areas. It is the student's responsibility to provide the documentation to support their request.

Part E: DANTE'S SUBJECT STANDARDIZED TESTS (DSST)

DANTES stands for Defense Activity for Non-Traditional Education Support. They offer military personnel an extensive series of examinations in college subjects that are comparable to final or end-of course examinations in undergraduate courses. **NCTC will award three credits for successfully passing each examination:**

BUSINESS

Business Ethics and Society	400	PHIL 2240
Business Law II	52 / 44	No Equivalent
Business Mathematics	48 / 400	ACCT 1108
Human Resource Management	46	No Equivalent
Intro to Business	46 / 400	BUSN1110
Intro to Computing	45 / 400	CPTR 1104
Management Info Systems	46 / 400	No Equivalent
Money & Banking	48	No Equivalent
Organizational Behavior	48	No Equivalent
Personal Finance	46 / 400	BUSN 1115
Principles of Finance	46	No Equivalent
Prin of Financial Accounting	49 / 47	BUSN 2221
Principles of Supervision	46 / 400	MKTG 2120

HUMANITIES

Ethics in America	46 / 400	PHIL 1102
Introduction to World Religions	48 / 400	PHIL 1111
Principles of Public Speaking	47	SPCH 1101

MATH

College Algebra	47 / 400	MATH 1110
Statistics	48 / 400	MATH 2203

PHYSICAL SCIENCE

Astronomy	48	NSCI 1123
Environment & Humanity	46	NSCI 2203

Here's to Your Health	400	No Equivalent
Physical Geology	46	NSCI 1103
Physical Science I	47	Goal Area III

SOCIAL SCIENCES

A History of the Vietnam War	44	No Equivalent
An Introduction to the Modern Middle East	47	No Equivalent
Arts of the Western World	48	Goal Area VI
Criminal Justice	400	CRJU2201
Foundations of Education	46	No Equivalent
Fundamentals of Counseling	45	No Equivalent
General Anthropology	47	Goal Area V
Human/Cultural Geography	48	GEOG 2242
Introduction to Law Enforcement	45	SOCI 1106
Lifespan Developmental Psychology	46	PSYC 2201
Rise & Fall of the Soviet Union	45	No Equivalent
Substance Abuse (formerly Drug & Alcohol Abuse)	400	HPER 2240
The Civil War & Reconstruction	47	HIST 2213
Western Europe Since 1945	45	No Equivalent

TECHNOLOGY

Technical Writing	46	ENGL 2207
-------------------	----	-----------

The scores listed above are current scores. Scores prior to the timeframe this grid was updated may also be valid. See the college transfer specialist for more information.

Part F: Excelsior examinations

<u>Test Name</u>	<u>NCTC Equivalent</u>	<u>Credits</u>	<u>Score</u>
Abnormal Psychology (459)	PSYC 2215	3	"B" or above
American Dream (460)	No Equivalent, MnTC Goal Area 6	6	"B" or above
Anatomy and Physiology (506)	No Equivalent, Elective Credit	6	"B" or above
Bioethics: Philosophical Issues (413)	PHIL 2210	3	"B" or above
Cultural Diversity (545)	No Equivalent, MnTC Goal Area 5	3	"B" or above

Earth Science (415)	No Equivalent, Elective Credit	3	"B" or above
English Composition (434)	ENGL 1111	3	"B" or above
Ethics: Theory & Practice (484)	PHIL 1102	3	"B" or above
Foundations of Gerontology (407)	No Equivalent, Elective Credit	3	"B" or above
Introduction to Philosophy (416)	PHIL 1101	3	"B" or above
Introduction to Music (414)	MUSC 1101	3	"B" or above
Juvenile Delinquency (411)	No Equivalent, Elective Credit	3	"B" or above
Life Span Developmental Psychology (583)	PSYC 2201	3	"B" or above
Microbiology (558)	No Equivalent, Elective Credit	3	"B" or above
Organizational Behavior (435)	No Equivalent, Elective Credit	3	"B" or above
Pathophysiology (584)	No Equivalent, Elective Credit	3	"B" or above
Psychology of Adulthood & Aging (485)	No Equivalent, Elective Credit	3	"B" or above
Religions of the World (509)	PHIL 1111	3	"B" or above
Research Methods in Psychology (436)	No Equivalent, Elective Credit	3	"B" or above
Social Psychology (412)	No Equivalent, Elective Credit	3	"B" or above
World Conflicts Since 1900 (512)	No Equivalent, MnTC Goal Area 5	3	"B" or above
World Population (487)	No Equivalent, Elective Credit	3	"B" or above
Human Resource Management (486)	No Equivalent, Elective Credit	3	"B" or above
Labor Relations (538)	No Equivalent, Elective Credit	3	"B" or above
Literacy Instruction in the Elementary School (565)	No Equivalent, Elective Credit	6	"B" or above
Essentials of Nursing Care (490)	No Equivalent	N/A	N/A
Essentials of Nursing Care: Health Differences (489)	No Equivalent	N/A	N/A
Essentials of Nursing Care: Health Safety (488)	No Equivalent	N/A	N/A
Essentials of Nursing Care: Reproductive Health (491)	No Equivalent	N/A	N/A
Health Differences Across the Life Span 1 (492)	No Equivalent	N/A	N/A
Health Differences Across the Life Span 2 (493)	No Equivalent	N/A	N/A
Health Differences Across the Life Span 3 (494)	No Equivalent	N/A	N/A
Transition to the Registered Professional Nurse Role (495)	No Equivalent	N/A	N/A

Note: Science exams taken through Excelsior do not include a lab component and therefore will not be awarded equivalency to NCTC science courses.

Part G: Straighterline Course Credit (www.straighterline.com). Credits will only be awarded for courses completed with a "C" grade or better.

Course Number	Course Title	NCTC Equivalent	Credits
BUS 105	Business Communications	ADMS 1116	3
BUS 106	Business Ethics	PHIL 2240	3
BUS 110	Business Law	BUSN 2218	3
BUS 101	Introduction to Business	BUSN 1110	3
ECON 101	Macroeconomics	ECON 2202	3

ECON 102	Microeconomics	ECON 2201	3	
BUS 201	Principles of Management	BUSN 2210	3	
ENG 101	English Composition I	ENGL 1111	3	
ENG 102	English Composition II	ENGL 1112	3	
BIO 201 & BIO 201L	Anatomy & Physiology I & Lab	BIOL 2252	4	*
BIO 202 & BIO 202 L	Anatomy & Physiology II & Lab	BIOL 2254	4	*
MEDTERM101	Medical Terminology	HLTH 1106	3	
BIO 250 & BIO 250I	Microbiology & Lab	BIOL 2221	4	*
POLS 101	American Government	PLSC 1102	3	
ANTH 101	Cultural Anthropology	ANTH 2202	3	
PHIL 101	Intro to Philosophy	PHIL 1101	3	
USHIST101	United States History I	HIST 2201	3	
USHIST102	United States History II	HIST 2202	3	
CIV 101	Western Civilization I	HIST 1101	3	
CIV 102	Western Civilization II	HIST 1102	3	
SPAN 101	Spanish I	SPAN 1101	4	
SPAN 102	Spanish II	SPAN 1102	4	
MAT 101	College Algebra	MATH 1110	3	
NUTRI101	Introduction to Nutrition	BIOL 2131	3	
PSY 101	Introduction to Psychology	PSYC 1105	3	

*must complete both lecture and lab component for credit

Part H: TEST OUT—Course-specific examinations

A currently enrolled student in good standing may petition to challenge any college level course at NCTC. A challenge may be granted with the approval of the instructor and academic dean. The process may be initiated by the student obtaining a Credit by Examination form from the Student Services office to secure approval for such an examination. Test out options may not be available for all courses. A fee based on the lecture/lab content of the course will be assessed for the examination. The instructor will be paid for construction and administration of the examination according to the collective bargaining agreement.

If the student passes the test, it is recorded as a CR (Credit by Exam) on the student's transcript in the transfer section of the transcript. If the student fails the test, the attempt is not recorded on the student's transcript.

Credit by Examination (Test-out credits) will not be counted in the student's GPA, nor will they factor in the determination of financial aid, but they will be listed on the transcript. There will be no limit on the number of courses of which a student may test-out, except that the student must meet the College requirement for credits taken on campus. Credits earned through test out may not transfer to other institutions.

A student may not test-out of a course that appears on the student's record. A student may not repeat a test out (credit by exam).

Date of Implementation:

Date of Adoption: 6/2/04
Date & Subject of Revisions: 05/09/06 AASC Approved
05/18/06 Executive Council Approval
06/06/07 Revised
04/23/09 Revised by SAS subgroup
05/05/09 Approved by AASC
06/10/09 Approved by Cabinet
04/22/10 Revised
05/05/10 Approved AASC 1st Read
06/28/10 Cabinet Approved
05/05/11 Group revised
06/09/11 Cabinet Approval
04/18/12 Revised
04/15/13 Revised
04/07/14 Revised
05/22/14 Cabinet Approval
03/17/15 Revised
04/08/15 Approved by AASC
03/23/16 Revised
04/12/16 Approved by AASC
03/17/17 Revised