

NORTHLAND COMMUNITY AND TECHNICAL COLLEGE

3150P CREDIT FOR PRIOR LEARNING PROCEDURE

The procedure defines the requirements for evaluating and granting credit to a student admitted to 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**
- Course Specific Examinations (test out) **SEE Part F**

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 Northland. 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 – check with the college to which you intend to transfer.

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

Northland Community and Technical College 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.

General Examinations and minimum scores accepted (6 credits each, minimum score of 50 required):

English Composition	English Composition with Essay	Mathematics
Natural Science	Social Science & History	Humanities

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

Accounting (Prin)	50	3	BUSN 2221
Algebra (College)	50	3	MATH 1110
Algebra-Trigonometry	50	3	No Equivalent
American Government	50	3	PISC 1102
American Literature	50	6	ENGL 2241 & 2242
Analyzing & Interpreting Lit	50	6	No Equivalent
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
Educational Psychology	50	3	No Equivalent
English Literature	50	6	ENGL 2251 & 2252
French I & II (Beg)	50	6	No Equivalent
French I & II (Interm)	62	12	No Equivalent
Freshmen College Comp	50	6	ENGL 1111
Credit for ENGL 1112 will also be granted if the Essay is included as part of the exam			
German I & II (Beg)	50	6	No Equivalent
German I & II (Interm)	63	12	No Equivalent
History of the U.S. I	50	3	HIST 2201
History of the U.S. II	50	3	HIST 2202
Human Growth & Devel	50	3	PSYC 2201
Information 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
Pre-Calculus	50	3	MATH 1113
Psychology (Intro)	50	3	PSYC 1105
Sociology (Intro)	50	3	SOCI 1101
Spanish I & II (Beg)	50	6	SPAN 1101 & 1102
Spanish I & II (Interm)	66	12	SPAN 2101 & 2102
Trigonometry	50	3	MATH 1106
Western Civilization I	50	3	HIST 1101
Western Civilization II	50	3	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.

Northland 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	5
CALCULUS BC	MATH 2232	5
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	NO EQUIVALENT	8
GERMAN LANGUAGE	NO EQUIVALENT	6
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	8
WORLD HISTORY	NO EQUIVALENT	4
HUMAN GEOGRAPHY	NO EQUIVALENT	4
LATIN VERGIL or LITERATURE	NO EQUIVALENT	4
MUSIC THEORY	NO EQUIVALENT	4
PHYSICS B	PHYS 1010	3
PHYSICS C (MECHANICS)	PHYS 1111	4
PHYSICS C (ELEC & MAG)	PHYS 1112	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	6
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/REMEDIAL 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.

Northland Community and Technical College shall grant credit for scores of 4 or higher on individual IB examinations or successful completion of the IB diploma according to Minnesota State Colleges and Universities Procedure 3.16.1 International Baccalaureate Credit.

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: DANTES 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 examination in undergraduate courses. Northland will award three credits for successfully passing each examination:

BUSINESS

Intro to Business	46	No Equivalent
Business Law II	44	No Equivalent
Intro to Computing	45	CPTR 1104
Principles of Finance	46	No Equivalent
Prin of Financial Accounting	47	No Equivalent
Management Info Systems	46	No Equivalent
Money & Banking	48	No Equivalent
Organizational Behavior	48	No Equivalent
Personal Finance	46	BUSN 1115
Human Resource Management	46	No Equivalent
Principles of Supervision	46	MKTG 2120

EDUCATION

Foundations of Education	46	No Equivalent
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HUMANITIES

Arts of the Western World	48	No Equivalent
Ethics in America	46	PHIL 1102
Public Speaking	47	SPCH 1101
Technical Writing	46	ENGL 2207
World Religions	48	PHIL 1111

MATHEMATICS

Business Mathematics	48	ACCT 1108
College Algebra	47	MATH 1110
Statistics	48	MATH 2203

SCIENCES

Astronomy	48	NSCI 1123
Environment & Humanity	46	NSCI 2203
Physical Geology	46	NSCI 1103
Physical Science I	47	No Equivalent

SOCIAL SCIENCES

Anthropology	47	No Equivalent
Civil War & Reconstruction	47	HIST 2213
Contemporary Western Europe	45	No Equivalent
Counseling	45	No Equivalent
Drug & Alcohol Abuse	49	HPER 2240
Cultural Geography	48	GEOG 2242
Here's to Your Health	48	No Equivalent
History of the Viet Nam War	44	No Equivalent
Lifespan Development	46	PSYC 2201
Modern Middle East	47	No Equivalent
Rise & Fall of the Soviet Union	45	No Equivalent

TECHNICAL

Criminal Justice	49	CRJU 2201
Intro to Law Enforcement	45	CRJU 1101

Part F: TEST OUT

A currently enrolled student in good standing may petition to challenge any college level course at Northland Community and Technical College. 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. 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. 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 challenge examination.

Date of Implementation:

Date of Adoption: 6/2/04

Date & Subject of Revisions: AASC Approved 5/9/06; Executive Council Approval 5/18/06; Revised 6/6/07

Revised 4/23/09 by SAS subgroup

Approved by AASC 5/5/09

Approved by Cabinet 6/10/09