

## SCHOOLCRAFT COLLEGE

18600 Haggerty Road, Livonia, Michigan 48152-2696

### TRANSFER, PRIOR LEARNING AND EQUIVALENCY CREDIT

In recognition of various types of educational, training, and work-related competencies, Schoolcraft College will evaluate such competencies for College credit in accordance with existing guidelines. Other than credit transferred from a regionally accredited institution, any credit granted through evaluation shall be equivalency or prior learning credit.

For associate degrees, the College will accept a maximum of 45 hours of transfer or equivalency/prior learning credit. Students must complete a minimum of 15 credit hours at Schoolcraft College in their program of study to receive the associate degree.

For bachelor's degrees the College will accept a maximum of 90 hours of transfer or equivalency/prior learning credit. Students must complete a minimum of 30 credit hours at Schoolcraft College in their program of study to receive the bachelor's degree.

Students must complete at least one-half of the required hours at Schoolcraft College to earn a certificate or skills certificate. A 2.0 grade point average is also required. Exceptions to the above may be made at the discretion of the Registrar and/or Vice President of Instruction.

#### **TRANSFER CREDIT**

Transferability of credit will be at the discretion of Schoolcraft College subject to the following guidelines:

1. Schoolcraft College will accept credit for course work completed at other institutions regionally accredited by a recognized accrediting agency, association, or council as follows:
  - a. For a course in which a grade of at least 2.0 G.P.A. or higher has been earned. (With the exception of restricted programs, such as nursing, which may require higher grades in specific courses for admission to the program or graduation from the program.)
  - b. On a course for course basis.

- c. On a general credit basis for courses that are not identical.
  - d. A course with a lower credit hour value than an equivalent Schoolcraft College course will receive credit values as assigned by the issuing institution.
  - e. A course with a higher credit hour value will receive the Schoolcraft College course credit hour value. Excess credit hour value is applied as general credit as needed.
2. Course work successfully completed at institutions not accredited by a regional accrediting agency, association, or council will be evaluated for credit hour equivalency by the appropriate associate dean or dean and may be approved by the Vice President and Chief Academic Officer.
  3. Students working to obtain the MACRAO designation (through Summer 2019) on their Schoolcraft transcript must earn at least one-half (15 credit hours) of the MACRAO applicable courses at Schoolcraft College. Courses used in fulfilling the MACRAO certification must have grades at a 2.0 or higher. Students working to obtain the Michigan Transfer Agreement (MTA) designation on their Schoolcraft transcript must earn at least one academic credit at Schoolcraft College. Courses used in fulfilling the MTA certification must have grades at a 2.0 or higher.

### **EQUIVALENCY CREDIT**

Equivalency credit may fulfill partial degree requirements from Schoolcraft College, as described above. Equivalency credit is defined as any form of prior learning credit that does not come in the form of transfer credit.

Schoolcraft College will grant equivalency credit subject to the following guidelines:

#### **COLLEGE LEVEL STANDARDIZED EXAMINATION CREDIT**

1. College Level Examination Program (CLEP). Schoolcraft College will award college credits for College Level Examination Program (CLEP) tests. To receive credit, the student must achieve the minimum scaled score recommended by the American Council on Education (ACE).

2. Advanced Placement (AP). Schoolcraft College accepts all Advanced Placement (AP) scores of three (3) or higher for comparable course(s) offered by the College.
3. DSST. Schoolcraft College will award college credits for DSST (military) testing. To obtain credit, the student must achieve the minimum scaled scores recommended by the American Council on Education (ACE).
4. National Occupational Competency Testing Institute (NOCTI). Schoolcraft College will award College credits for NOCTI testing. To obtain credit, the student must achieve the minimum scaled scores recommended by the American Council on Education (ACE).
5. Consideration will be given for other national standardized examinations for College credit in accordance with existing procedures.

#### CREDIT BY EXAMINATION

Schoolcraft College will grant credit by examination for students pursuing the bachelor's or associate degree, in accordance with the guidelines below. Not all Schoolcraft College classes are available for credit by exam.

1. If an appropriate standardized college level examination, e.g., CLEP, AP, etc., is available in a discipline, the standardized test will be taken rather than credit by examination.
2. Certain courses whose content is defined by agency mandates are not eligible for credit by examination. Such courses include, but are not limited to, police, fire, and emergency medicine.

3. The opportunity to attempt an examination will be granted only when a faculty member of the appropriate discipline is assured that the applicant is qualified by previous experience or education. The faculty member will then make the recommendation to the appropriate administrator.
4. To receive credit, the student must achieve a minimum grade of 2.0 on the examination.
5. The student must pay the appropriate per credit hour fee prior to taking the exam.

### CREDIT FOR PRIOR LEARNING

Schoolcraft College may grant credit for work related competencies for students pursuing the bachelor's or associate degree based upon the submission of appropriate documentation and upon competency assessment by the appropriate discipline and associate dean or dean.

1. The student must submit a portfolio which includes clear documentation and demonstration of competencies, including documented evidence that the material presented in the portfolio is true and accurate.
2. A personal interview to determine and evaluate the level of knowledge gained through the prior learning and to assess whether the experience meets course objectives and outcome measures will be held between the student and a faculty member of the appropriate discipline, in conjunction with the associate dean or dean.
3. Upon approval of competencies, course credit will be generated.
4. The student must pay the appropriate per credit hour fee prior to the granting of credit for prior learning.

### CREDIT FROM LICENSURE AND/OR PROFESSIONAL CERTIFICATION

Schoolcraft College may grant credit for certification, licensure, or continuing education units to students who are pursuing a bachelor's or associate degree at Schoolcraft College in accordance with existing guidelines.

1. The student must supply documented proof of the status achieved from the nationally recognized certification organization, state licensure board, or institution providing continuing education units.

2. Documentation will be evaluated for equivalency credit by the appropriate discipline and associate dean, or dean, and approved by the Vice President of Instruction.
3. The student must pay the appropriate fee prior to the granting of applicable credits.

### **RECOMMENDED FEES**

1. Credit by Examination—In-district prevailing credit hour fee.
2. Credit for Prior Learning—In-district prevailing credit hour fee.
3. Credit for Professional Certification—Processing fee/transcript analysis fee of \$25.00.

Approved—Curriculum-Instruction Committee  
December 16, 1975  
Approved—Administrative Committee  
January 20, 1976  
Approved—Curriculum Committee  
May 3, 1996  
Revised—Cabinet  
June 24, 1996  
April 9, 1997  
January 4, 2000  
Proposed to Cabinet  
January 8, 2002  
Reviewed—Dean of Student Services  
November 17, 2005  
Reviewed—Cabinet  
December 6, 2005  
January 17, 2006  
August 5, 2008  
February 4, 2014  
Revised – Cabinet  
June 21, 2016