

### **Recognition of Credit Earned Elsewhere**

The policies outlined below govern the granting of credit by Albertus Magnus College for academic work done elsewhere. Courses completed with a minimum of C or its equivalent at fully accredited institutions are transferable for all collegiate level courses. Both the letter grade and the honor points are transferable and are calculated in the cumulative G.P.A. These courses may be used as requirements or as elective courses in the specific degree program selected by the student.

Decisions concerning acceptance of credit earned at partially accredited institutions will be made on an individual basis. In the case of full year courses in subjects (e.g., foreign languages) when a D grade earned in the first semester is followed by a C or better grade in the second semester at the same institution, the entire course is transferable. The application of transfer credits to the major selected by the student must be decided in individual cases according to the requirements of each department. A maximum of 90 credits is transferable from an accredited four-year college for work done satisfactorily (C or better). A maximum of 64 credits is transferable from junior and community colleges. B.F.A. students may transfer an additional 9 credits. A student must earn at least 12 credit hours in upper-level courses in the major area at Albertus Magnus College. These 12 credits shall be chosen in consultation with the Department Chair, and may exclude credits earned in practical training or internships. "Pass" courses are transferable only if it can be documented that the Pass grade is equivalent to a C or better.

Credit will be given for appropriate courses taken during the training period for Peace Corps and/or Vista workers, during military service, and/or earned under CLEP. Except for CLEP, credit must appear on an official transcript from a fully accredited college. The Educational Testing Service should send CLEP scores directly to Albertus Magnus College.

### **CLEP and ACT Tests**

Albertus Magnus College will grant credit for appropriate subject examinations according to the policy recommended by the American Council of Education (ACE) on College Level Examination Program (CLEP) of The College Board; i.e., credit will be granted to individuals earning scores at or above the mean score for C students on CLEP national norms. Credit for general examinations may be granted on the basis of a score of 50 or more. A student who takes the CLEP general examination in English composition must take the version that includes the essay section. If, due to the constraints of time, this is not possible, the student may take the multiple-choice examination and submit a writing sample to the Chair of the English department. The American College Testing Proficiency Examination Program (ACT-PEP) is a second national testing program recognized by Albertus. Credit is awarded to students receiving the recommended passing score. All credit granted through CLEP and ACT-PEP is tentative until the applicant has been admitted to a degree program and has successfully completed one full year of study at Albertus. Before taking subject examinations, a student already enrolled at Albertus must have the permission of the Vice President for Academic Affairs or his/her designee and, in the case of subjects related to the major, the Department Chair. Entering freshmen or other students beginning or returning to college may take all or a portion of the general examination and receive advanced placement and/or up to 27 credits. Up to 45 credits may be earned through CLEP and ACT-PEP.

### **Advanced Placement**

The Advanced Placement Program of College Entrance Examination Board was developed to give recognition to persons who take college-level courses while in high school. A student can be excused from certain college requirements and be given college credit if he or she satisfactorily passes the Advanced Placement examination in art history, studio art, English, foreign languages, French literature,

American history, European history, biology, chemistry, physics, psychology, mathematics, or music. If the score is 3.0 or above on the Advanced Placement Test, the waiver and credit are given automatically.

### **Credit for Prior Learning**

Documented learning, not experience, is the basis for Prior Learning credit. The credits must fit appropriately into a degree program. Validation of credit normally includes one of the following: a CLEP examination or ACT-PEP examination or a challenge examination or a portfolio. Albertus Magnus College accepts up to 45 credits through CLEP examinations for B.A./B.S. students, with up to 12 credits available for acceptance as prior learning. For the A.A., a maximum of 21 CLEP credits are accepted, with 6 allowable as prior learning credits. Students may apply for Prior Learning credit after earning a minimum of 30 credits at Albertus. A fee is charged for preparation and correction of challenge examinations and for portfolio reviews. Tuition charge for credits earned through challenge examinations and portfolio reviews is 50 percent of the current per credit daytime tuition. Albertus Magnus College utilizes the services of Charter Oak College for the evaluation of all portfolio reviews of prior learning.