

## College Transfer Credit

Credit may be awarded to transfer students when the following standards are met:

1. The student must matriculate (enroll) at NSCC.
2. Official college or university transcripts are on file in the student's NSCC academic record.
3. NSCC only transfers in equivalent courses in which a grade "C" or better was earned.
4. Elective credit may be awarded if the academic division determines there is no NSCC equivalent but they approve the transfer of the course to count toward graduation requirements.
5. NSCC does not transfer in GPA's from other institutions. Only courses taken at NSCC will be used to compute the students GPA.

## U.S. Military Schools

Nashville State Community College recognizes and awards credit for military service schools in which the student has satisfactorily completed a course and for which NSCC has an equivalent course. Training is evaluated using the American Council on Education's (ACE) Guide to the Evaluation of Educational Experiences in the Armed Services.

If necessary, other recognized publications may be consulted in the evaluation of armed service schools. No more than 50% of the credit hours required to obtain an Associate's degree or certificate may be earned through military service schools.

The student must provide the Records Office the required documentation for the evaluation of military training.

## Veterans' Benefits

Veterans and eligible dependents of veterans who wish to apply for educational benefits from the Veterans Administration (VA) should contact the Coordinator of Veterans' Services at 615-353-3211 to complete the necessary forms. To be certified, a student must submit the "Request for Certification" form each semester. Also, if the student would like their fees deferred, they must also submit the "Deferment Request" form each semester. While on deferment, the student assumes responsibility for payment of fees in full to the college by the last day of classes for the semester; if the student does not pay by the last day of the semester, they may not be eligible for deferment in the future.

## Eligibility for Deferment of Payment of Tuition and Fees by Certain Eligible Students Receiving U.S. Department of Veterans Affairs or Other Governmentally Funded Educational Assistance Benefits

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Service Members, Veterans, and Dependents of Veterans who are eligible beneficiaries of U.S. Department of Veterans Affairs educational benefits or other governmentally-funded educational assistance, subject to the conditions and guidelines set forth in Tennessee Code Annotated 49-7-104 as amended, may elect, upon formal application, to defer payment of required tuition and fees until the final day of the term. The amount of the deferment shall not exceed the total monetary benefits to be received for the term. Students who have been granted deferments are expected to make timely payments on their outstanding tuition and fee balance. Eligibility for such deferment shall terminate if the student fails to abide by any applicable rule or regulations. This notice is published pursuant to Public Chapter 279, Acts of 2003, effective July 1, 2003. To apply for deferment, contact the Coordinator of Veterans' Services at 615-353-3211.

## Advanced Standing

Matriculated (enrolled) students at Nashville State Community College may meet some course requirements for graduation through course waivers and substitutions; college transfer credit; credit by examination; the college-level examination program (CLEP); advanced placement examinations; prior work experience; high school, career, and vocational education experience; and U.S. Military training and experience. Documentation of any of these alternate methods of meeting requirements must be filed in the Records Office prior to the beginning of the semester in which the student will graduate. If this documentation is not on file, the student's graduation date may be delayed. Students who are not enrolled at Nashville State Community College are not eligible for any advanced standing program.

### Credit by Examination

Credit by Examination permits students to earn full credit for NSCC college-level courses through successful completion of comprehensive examinations. Program requirements differ. Students must consult the appropriate dean for requirements in their major.

To be eligible for Credit by Examination, a student:

1. Must be currently enrolled in classes at NSCC;
2. Must meet any prerequisite requirement established for the course for which the exam is requested.

In many programs, students:

3. May not pursue Credit by Examination where credit in an equivalent or more advanced course has been earned, or a course successfully completed (including audited courses); and
4. Must apply for and complete the examination within seven calendar days from the first day of class of the current term.

To apply for Credit by Examination, a student must obtain the Request for Credit by Examination form from the Records Office. The student must possess and demonstrate the requisite knowledge and skills for the course being challenged and receive the advisor's approval to take the exam. The student then submits the form to the discipline Dean. Permission to take the challenge examination may be denied if the advisor or Dean determines that the student does not have a valid basis for the request. The decision of the Dean is final.

Upon approval by the Dean, the student must pay the \$75.00 examination fee (non-refundable) to the Busar's Office and present the receipt to the instructor responsible for administering the exam.

For successful completion of Credit by Examination, a student must achieve a minimum of 75% on the examination. The credit will be recorded on the student's academic transcript as "Advanced Standing – Credit by Examination" and does not affect the student's GPA.

Students currently enrolled in the course for which they successfully complete Credit by Examination will be dropped from the course and receive full refund of payments related to the course.

Credit by Examination is limited to a maximum of 20 semester hours and does not apply toward residency requirements for graduation. Students intending to transfer should consult with the college or university to which they are applying about the transferability of Credit by Examination hours.

### Credit for Prior Work Experience (Portfolio Assessment)

If a student pursuing a degree or certificate has work experience that has provided a background similar to that of a course in their major curriculum, they may request that the department responsible for the course evaluate the work experience for credit purposes. Students should provide the department with evidence of work performed, e.g., copies of drawings, reports, or other documents, which would verify the type of work performed and/or a letter from the employer verifying the time that they were employed and performed the work. A maximum of 10 hours of credit can be obtained for prior documented work experience. If the work experience is adequate for credit, the Dean will submit the necessary form to the Records Office for processing.

## High School and Vocational Education Experience

A student who has high school, vocational, or other credit that may relate to the program of study being pursued at NSCC, may be eligible for advanced standing credit. NSCC has formal articulation agreements with many high schools that outline the possibilities of credit for work at the high school level.

The student must request review by the Dean responsible for the course or courses that relate to the previous educational experience. This educational experience will be evaluated by the Dean to determine if the experience provides mastery of 80 percent of the competencies contained in the course required in the student's major. The student must provide an articulation application, high school transcript, and/or documentation of the type of work performed in the course.

NSCC has articulation agreements with the Tennessee Technology Centers. In addition to single course advanced standing, block transfer credit is also available under the General Technology A.A.S. degree program.

## Professional Certification Exams

Students may receive advanced standing credit by successfully completing recognized professional certification exams. Official examination results should be submitted to the Records Office if the exam is completed after the student has been admitted to NSCC.