



Academic Policy

Policy Title:	<b>Credit for Prior Learning</b>
Policy Number:	AC-1042
Date Adopted:	8/20/2013
Version:	8.0
Review Cycle:	Biannual
Date Last Reviewed:	11/25/2024
Office Responsible:	Academic Deans
Reviewing Committee:	Curriculum Committee and Academic Council
Related Policies:	Credit by Examination and Graduation Requirements
Related Laws:	NA

**Policy Summary:**

Jackson College recognizes that some students enter college with experiential learning that warrants college credit. Credit for prior learning is one of the options offered.

**Scope:**

This policy applies to the college, courses, faculty and students.

**Policy Statement:**

Jackson College may award non-traditional credit for prior experiential learning. Credit may be awarded for work completed at non-degree awarding agencies and institutions, for certifications/licensures, corporate, professional or military training programs, or one of the US Department of Labor Bureau of Apprenticeship or Training programs. The evaluation of experiential learning which occurred prior to or outside a formal academic institution is designed to enable a student to enrich or accelerate his/her program of study. Credit is awarded through examination, skills demonstration, evaluation of certifications or licensures, submission of portfolio or other form of assessment. College credit is not awarded on the basis of work experience alone, but for the achievement of an advanced level of knowledge and/or skill.

Credit for prior learning is designed to grant credit at JC and may or may not be transferred to other colleges or universities. Students should discuss with the department chairperson or designee the feasibility of receiving credit for prior learning

The determination of college credit is predicated on prior learning which is at the college level. Each academic department/program shall determine the criteria, which if satisfied, will result in the awarding of college credit. The department will determine the assessment methods which may include a written examination, submission of a portfolio that demonstrates the required competencies, interview, skill evaluation and/or minimum achievement level on nationally standardized tests.



Course related fees are waived excluding external exam costs.

Transcripts show credit only for the course as a result of the assessment, along with the denotation: "Credit for Prior Learning". No grade is transcribed. The student will receive an official notice (student transcript) once the credit is posted.

Credits will not count toward enrollment of a specific term in determining part-time or full-time status.

#### Change Log:

Date Of Change	Version	Description of Change	Responsible Party
8/20/13	1.0	Initial Release	C. DeGroote
10/4/16	2.0	Regular update and review	R. Woods
10/10/16	3.0	Reviewed by Academic Council	R.Woods
12/18/19	4.0	Eliminated max credits and tuition charge	K. Thirolf, J. Frew, Z. McNitt, D. Baskin
1/15/20	5.0	Edits	VP for Instruction, Kate Thirolf
03/23/21	6.0	Edits to pricing/fees	Z. McNitt / J. Frew
03/23/22	7.0	Edit to Residency rule	Z. McNitt
11/25/2024	8.0	Edits to credit for prior learning and additional language around external exam cost	Z. McNitt