



## **Prior Learning Assessment Campus Procedure 575.2 Academic Affairs**

### **I. Purpose and Scope**

To recognize college-level learning students acquire outside of formal higher education, the University of Arkansas Community College at Batesville (UACCB) relies on the following policy and procedures to ensure practices consistent with academic integrity and responsive to nontraditional learners. Such learning may be derived from various life and work experiences, and the term “prior learning assessment” refers to all the processes the college uses to review and evaluate evidence of learning and to award academic credit as indicated by academic and administrative standards. Adherence to this policy is also intended to support transparent transfer of prior learning assessment credit among institutions of higher education.

### **II. Definitions**

Prior Learning Assessment (PLA) is an academic process which allows students the opportunity to receive college credit for demonstrated college-equivalent learning obtained from experiences outside of the traditional classroom setting.

Advanced Placement (AP) offers high-school students the opportunity to participate in college-level coursework followed by an examination.

College Level Examination Program (CLEP) is a series of examinations which assesses a student’s college level knowledge in a particular subject area.

DANTES Subject Standardized Test (DSST) is a series of examinations in specific subject areas equivalent to a college-level final examination in the same subject area.

Professional Portfolio is a compilation of documented, professional work experience collected by the student and assessed by the appropriate faculty member for the validation of credits to be awarded for prior learning.

### **III. Procedure**

College credit could be awarded for prior learning using the policy and procedures identified herein.

### **IV. Eligibility**

Students enrolled and in academic good standing at UACCB can apply for prior learning credit. Students must complete the Petition for Prior Learning Assessment to be considered for prior learning credit. PLA credit awarded by standardized exam must have test scores no more than three (3) years old.

### **V. Related Information**

No credit for prior learning will be awarded for previously completed college-level coursework. PLA credit will only be awarded for courses contained in the student’s declared certificate or degree plan.



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All accepted credits for prior learning will be documented on the student's transcript; however, no grades, scores, or point values will be given for credits earned through PLA and will not be calculated in the student's grade point average (GPA). Credits awarded through PLA will not count toward UACCB's residency requirements (25% of any degree or certificate program-have to change the policy on graduation requirements) and will not be eligible for financial aid.

Credits awarded through PLA are applicable only to UACCB's curricular requirements. Credits may not be accepted as transfer credit by other post-secondary institutions. The student is responsible for discussing PLA credit with any transfer institution.

This policy was developed to align with the Higher Learning Commission [Policy CRRT.C.10.010](#) (sections B.1.b addressing residency recommendations and B.1.g addressing prior learning credit)

### **I. Methods of Evaluation**

#### **Nationally Recognized Exams**

Credit demonstrated by successfully passing national for-credit examination programs, such as Advanced Placement (AP), College Board College Level Examination Program (CLEP), DANTES Standardized Subject Test (DSST), and International Baccalaureate (IB).

- **CLEP**-Credits may be awarded through the successful completion of CLEP on two (2) General examinations and several Subject exams, provided no previous academic credits have been awarded in these areas. Upon successful completion, the credit(s) will be recorded on the student's permanent record with no grades, scores, or point values. To register for a CLEP exam, visit [www.CLEP.Collegeboard.org](http://www.CLEP.Collegeboard.org)
- **DANTES Subject Standardized Test (DSST)**-DSST exams are available to individuals seeking college credit outside of the traditional classroom. Credit may be awarded in subject areas such as social sciences, math, applied technology, business, physical sciences, and humanities. To register for a DSST exam, visit [www.getcollegecredit.com/](http://www.getcollegecredit.com/)
- **Advanced Placement**-Advanced Placement is a program of the College Entrance Examination Board through which secondary student's complete college-level courses in high schools that are designated as AP and earn college credits by displaying a specific level of accomplishment on AP examinations. AP credit granted from prior institutions of higher learning will not automatically transfer to UACCB. Official documentation of test scores must be submitted by students seeking credit.

#### **Council for Adult and Experiential Learning (CAEL)**

Individual portfolios using Council for Adult and Experiential Learning (CAEL) guidelines and/or portfolio submissions evaluated by LearningCounts.org, the online prior learning assessment service provided by CAEL. Students may produce a portfolio including a narrative and supporting documentation to explain learning through life and work experiences.



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### **Non-Traditional Education and Training**

Credits for military training, professional or technical certifications or licensures, or apprenticeships may be awarded to qualifying students, for up to thirty (30) percent of any degree or certificate. A Petition for Prior Learning Assessment should be submitted to the Director of Academic Operations for evaluation. The Director of Academic Operations will initiate faculty and dean review processes. The Petition should include justification for the credits to be awarded and copies of certificates, transcripts, or other appropriate documentation should be attached.

- **American Council on Education (ACE)**-Credit recommendations listed in the American Council on Education (ACE) National Guide regarding military coursework, General Education Development (GED), or workforce training.
- **Council for Adult and Experiential Learning (CAEL)**-Individual portfolios using Council for Adult and Experiential Learning (CAEL) guidelines and/or portfolio submissions evaluated by LearningCounts.org, the online prior learning assessment service provided by CAEL. Students may produce a portfolio including a narrative and supporting documentation to explain learning through life and work experiences.
- Portfolio Assessment for Prior Learning

### **Institutional Exams**

Institutional credit and examinations. PLEASE NOTE: Institutional validation procedures should be objective to the extent that external evaluators would reach the same conclusion given the material reviewed, consistent with CAEL guidelines.

### **GED College Ready and GED College Ready + Credit**

UACCB may consider college placement and course credit recommendations from the American Council on Education (ACE) regarding GED test scores. Regarding placement, test takers who score in the GED College Ready range (165-174) will be allowed to enroll in college-level courses without developmental education or placement test requirements. Test takers who score in the GED College Ready + Credit range (175-200) may be eligible for up to three credits in Math (College Algebra).

### **WorkKeys**

The WorkKeys assessment measures the essential work skills needed for success in jobs across industries and occupations and represents work readiness through the National Career Readiness Certificate (NCRC®). The primary purpose of the NCRC is to provide students with a workplace certification that represents their knowledge and skills in Applied Math, Graphic Literacy, and Workplace Documents.

- 3 semester hours in Technical Mathematics to students who earn any level National Career Readiness Certificate (NCRC) and score at Level 5 or above on Applied Math and Graphic Literacy
- 3 semester hours in Technical Writing to students who earn any level National Career Readiness Certificate (NCRC) and score at Level 5 or above on Workplace Documents.



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Only students enrolled in certificate or degree programs with Technical Mathematics and/or Technical Writing course requirements should apply for this prior learning assessment (PLA) credit. Technical courses or PLA credit may not transfer to other institutions. Students apply for and are awarded PLA credit post high school graduation when admitted and enrolled as a credential/degree seeking student at UACCB.

### **Other**

- **LPN to RN Students**-The Arkansas Nursing Education Progression Model allows progressing LPN students to receive at least six credit hours in nursing. LPN progressing students will be awarded Nursing Theory I and Nursing Practicum I following completion of the program. A Petition for Prior Learning Assessment should be submitted to the Dean for Nursing and Health Professions for approval and should include copies of certificates, transcripts, or other appropriate documentation.
- **EMT to Paramedic Students**-Any student entering the Emergency Medical Technology, Paramedic program who did not complete the Emergency Medical Technology, Basic, at UACCB but it is a licensed Emergency Medical Technician or Advanced Emergency Medical Technician through the Arkansas Department of Health will be awarded seven (7) credit hours for EMT 1107 Basic Emergency Medical Technical. A Petition for Prior Learning Assessment should be submitted to the Dean for Nursing and Health Professions for approval and should include copies of certificates, transcripts, or other appropriate documentation.

### **II. Assessment**

The College's Registrar will be responsible for tracking the number of students who earn credits through PLA and the resulting credits awarded in each category. A master list of PLA awardees, number of participates in the PLA process, retention, and degree completion as they progress through the programs, and-if possible-job placement will be made available to the College on an annual basis.

### **III. Review of Policy**

UACCB reviews and updates its college policies annually to reflect student concerns, federal and state compliance changes and ensure the policy is still relevant. As such, the PLA policy will be reviewed each year and updated to reflect the current climate of the institution.

### **IV. Fees**

Fees are assessed based on the University of Arkansas approved annual fees which can viewed in the UACCB Course Catalog available at [www.uaccb.edu](http://www.uaccb.edu).

Effective Date: August 28, 2024