

Pennsylvania College of Technology

Policy Statement

Title: Advanced Credit

Number: P 4.41

Approved by:
Presidential Action

Approved Date: 01/1981
Implementation Date: 08/2011
Last Review Date: 11/2024
Last Revision Date: 08/2022

Persons/Departments Affected:

Admissions Office, Academic School Offices, Registrar's Office, Undergraduate Students, Applicants

Responsible Department:

Registrar's Office

Definitions:

Advanced Credit: credit designed to recognize undergraduate students' scholastic achievement attained prior to entering Penn College. This option creates the opportunity for students to begin their college work at a higher level in either the subject in which they received advanced credit or a related subject.

Competency Assessment: available for courses taken in high school that directly relate to an undergraduate student's chosen major, competency assessment offers students the opportunity to earn credit by demonstrating skills and knowledge for specific courses. Assessment is verified by the high school instructor of the course and confirmed by each academic school at Penn College.

Credit by Exam: available for courses numbered at the 100 and 200 level, credit by exam offers undergraduate students the opportunity to earn credit by successfully completing a scored assessment of the student's knowledge and skills that are equal to the learning objectives for a specific course. Programmatic accreditation standards and requirements may limit the eligibility of certain courses for credit by exam.

Credit for Work/Life Experience: offers undergraduate students the opportunity to earn credit by demonstrating skills and knowledge obtained through specific work or life situations that are equal to the learning objectives for a specific course.

Advanced Placement (AP): assessments administered by the College Board® to indicate a level of proficiency in selected college-level courses. Minimum score standards are set by each academic school to determine if credit will be awarded to undergraduate students.

International Baccalaureate (IB): assessments administered by International Baccalaureate® to indicate a level of proficiency in selected college-level courses. Minimum score standards are set by each academic school to determine if credit will be awarded to undergraduate students.

College Level Examination Program (CLEP): assessments in various subject areas created by the College Board© and administered by colleges and universities in the United States. Minimum score standards are set by each academic school to determine if credit will be awarded to undergraduate students.

Policy:

1. Undergraduate students may earn up to 30 credits in any combination of the following advanced credit options:
 - A. Competency Assessment: earned credit will be posted to the academic transcript by the Registrar's Office upon approval from the academic school. If an undergraduate student elects to take the course, the advanced credit is removed from the transcript by the Registrar's Office upon notification by the academic school. (Reference [Procedure 4.41.01](#) – Advanced Credit: Competency Assessment)
 - B. Credit-by-Exam: earned credit will be posted to the academic transcript by the Registrar's Office upon approval from the academic school. (Reference [Procedure 4.41.02](#) – Advanced Credit: Credit-by-Exam)
 - C. Credit for Work/Life Experience: earned credit will be posted to the academic transcript by the Registrar's Office upon approval from the academic school. (Reference [Procedure 4.41.03](#) – Advanced Credit: Credit for Work/Life Experience)
 - D. Advanced Placement (AP): earned credit will be posted to the academic transcript by the Registrar's Office based upon minimum score standards set by each academic school. (Reference [Procedure 4.41.04](#) – Advanced Credit: Advanced Placement (AP)/International Baccalaureate (IB)/College Level Examination Program (CLEP))
 - E. International Baccalaureate (IB): earned credit will be posted to the academic transcript by the Registrar's Office based upon minimum score standards set by each academic school. (Reference [Procedure 4.41.04](#) – Advanced Credit: Advanced Placement (AP)/International Baccalaureate (IB)/College Level Examination Program (CLEP))
 - F. College Level Examination Program (CLEP): earned credit will be posted to the academic transcript by the Registrar's Office based upon minimum score standards set by each academic school. (Reference [Procedure 4.41.04](#) –

Advanced Credit: Advanced Placement (AP)/International Baccalaureate (IB)/College Level Examination Program (CLEP))

2. All Advanced Credit evaluations and/or scores must be forwarded to the Registrar's Office prior to the end of the second week of classes for the semester in which the credit is to be awarded.

Revision History:

- Date: 08/2022 Added language to address that programmatic accreditation standards and requirements may limit eligibility for credit by exams for some courses.
- Date: 08/2017 Modified language to clarify placement of advanced credit; content reorganization; modified definitions; defined that policy applies only to undergraduate students.
- Date: 03/2014 Minor word usage changes; revised references to advanced placement
- Date: 07/2011 Minor word usage changes
- Date: 02/2002; 11/1999; 3/1984; 04/1983

Cross References:

- Advanced Credit: Competency Assessment Procedure, [PR 4.41.01](#)
- Advanced Credit: Credit-by-Exam Procedure, [PR 4.41.02](#)
- Advanced Credit: Credit for Work/Life Experience Procedure, [PR 4.41.03](#)
- Advanced Credit: Advanced Placement (AP)/International Baccalaureate (IB)/College Level Examination Program (CLEP) Procedure, [PR 4.41.04](#)