



California University of Pennsylvania

POLICY: Credit by Examination/Course Challenges

A. Purpose & Scope:

The purpose of this policy is to provide students with a means to verify prior learning equivalent to college-level learning.

B. Definition(s):

Credit by examination is a method provided by the University and used by the students to demonstrate learning competencies equivalent to university-level course work.

C. Policy:

Students may earn credit for a course by passing an examination rather than taking the course. In order to do so, the student must obtain permission from the chairperson of the department that offers the course and the Provost. The student must register for the course and pay tuition and fees for the course. Once a student registers to challenge a course, it cannot be converted back to a regular course. Students may register to challenge a course according to the following schedule:

15 week session - within the first 6 weeks

5 week session - within the first 2 weeks

10 week session - within the first 4 weeks

Only grades of P (Pass) will be recorded, and the course will be further identified on the student's transcript by the symbol CE. A passing grade does not affect the GPA. Earned credits will count towards graduation. Course challenge forms may be obtained in the Academic Records Office, Dixon Hall.

Students may also earn credit(s) for certain freshman and sophomore level courses by taking a CLEP or DANTES exam(s). These exams include subjects such as, but not limited to, Natural Sciences, Social Sciences, Humanities, Business, Foreign Languages, and Mathematics. A student may earn up to thirty (30) credits by taking these exams.

D. Procedure(s):

Students who wish to challenge a course must consult the academic department chair responsible for the class. A final examination is administered by the Placement Testing Center, graded by the faculty and credit awarded or denied based on the score. CLEP or DANTES information and registration can be acquired through the Placement Testing Center for classes for which testing credit is approved. If students score at the level recommended by faculty in the discipline, they receive CLEP or DANTES college credit for the class. The credit is transcribed as credit by CLEP or DANTES testing.

E. Effective date: 2005-2006 Undergraduate Catalog

Updated date: April 24, 2012

Amended Date: