

**CREDIT THROUGH NON-COLLEGIATE PROGRAMS**

<b>AP No. 4236</b>
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Board Reviewed: 8/15/07

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- I. Credit By Examination may be obtained by one of the following methods:
  - A. Achievement of a score of [3 or higher] on an Advanced Placement Examination administered by the College Entrance Examination Board.
  - B. Achievement of a score that qualifies for credit by examination in the College Level Examination Program. That score has been determined to be 500 or higher in any category of the general test. In addition to the general education credit in the proper category, advanced placement will be considered in the areas of the natural sciences and mathematics subject to the approval of the division dean.
- II. Credit will be granted for service courses or schools as described in the "Guide to the Evaluations of Educational Experiences in the Armed Forces," by the American Council on Education. Course work from the Community College of the Air Force will be granted credit on the basis of similarity to Rio Hondo programs. Requests for military credit will be evaluated after a student has completed 12 units of work at Rio Hondo College.
- III. Credit may be granted to students who have successfully passed all six parts of the Certificated Professional Secretary Examination. A maximum of twelve (12) units of credit may be applied toward the Executive Secretary A.S. degree to students who have completed a minimum of twelve (12) units at Rio Hondo College, and are currently enrolled in the college.
- IV. Determination of Eligibility to Take the Examination:
  - A. The student must be currently registered in the college and in good standing,
  - B. The course is listed in the college catalog,
  - C. Credits acquired by examination are not applicable to meeting of such unit load requirements as Selective Service deferment, Veteran's or Social Security benefits.
- V. Credits acquired by examination shall not be counted in determining the 12 semester hours of credit in residence required for an Associate degree.
- VI. Additional local procedures may be inserted, which must include:
  - A. the student's academic record clearly indicates that the credit was earned by examination.
  - B. Limits on the number of units that may be applied to the Associate degree.

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- C. Other limits on student and course eligibility for credit by examination.
- VII. Reference:
- Title 5, Section 55753