

Rogue Community College Credit for Prior Learning Policy

Credit for Prior Learning (CPL) is a process that students may use to demonstrate knowledge and/or skill in order to earn college credit for existing RCC classes by submitting descriptions, documents, tests, and other evidence of learning to department heads and/or faculty for assessment. CPL is based only on the assessment of documents; it is not a graded process. If students wish to receive a letter grade, they may apply for credit through the Credit by Examination process or register for the class.

1. Conforms to Standards of the Council for Adult and Experiential Learning (www.cael.org/), including:
 - a. Credit should be awarded only for learning, not for experience.
 - b. College credit should be awarded only for college-level learning.*
 - c. Credit should be awarded only for learning that has a balance, appropriate to the subject, between theory and practical application.
 - d. The determination of competence levels and of credit awards must be made by appropriate subject matter and academic experts.
2. Credits awarded course-by-course, not in blocks.
3. Departments/programs decide if they will grant prior learning credits for their courses.
4. May require that students enroll in CPL120 a course that guides students through the process of preparing portfolios for departments to use in assessing learning. Students who enroll in CPL120 receive a CPL Student Handbook to help guide them through the process.
5. Timeline: Students have six (6) months to complete the minimum requirements for a grade in CPL120 and another six (6) months to complete their portfolios.
6. Students must complete at least twelve (12) non-CPL hours at RCC and be enrolled in at least three (3) credit hours, excluding Credit by Examination, at the time they apply for CPL. Exceptions may be made for certain students.
7. RCC only grants CPL credits for specific courses that are **within the college catalog**.
8. Departments may exempt courses from the CPL process.
9. CPL credits may constitute no more than 25 percent of the credits required for a degree or certificate.

10. Regular academic policies apply.
11. Students may not use CPL credits to acquire full-time status or to meet eligibility requirements for any other purpose.
12. If a student receives CPL credit for a course, it will appear on the transcript as a grade of "P" or "Pass." CPL will be noted. This will indicate student documented "C" or better level of work.
13. Students who are denied CPL credit may apply a second time only if there is a significant change in documentation or qualifications. An additional fee may be assessed.
14. Students who intend to transfer CPL credits to a four-year institution should check that institution's policies toward grades of "Pass" (P) and acceptance of CPL credit.
15. If CPL has unique characteristics to certain student populations, the appropriate department will establish procedures for CPL in line with the existing RCC policy.

* College-level learning assumes those courses with prerequisite reading, writing, and math levels that are above RD30, WR30 and MTH20.

Note: If a department examines a student's documents and finds them inadequate, it may either deny the request to grant the credit, or require that the student be tested or bring in additional documentation in order to verify the level of skill and/or knowledge.