

3.4.4 The institution publishes policies that include criteria for evaluating, awarding, and accepting credit for transfer, experiential learning, credit by examination, advanced placement, and professional certificates that is consistent with its mission and ensures that course work and learning outcomes are at the collegiate level and comparable to the institution's own degree programs. The institution assumes responsibility for the academic quality of any course work or credit recorded on the institution's transcript. (See the Commission policy "Collaborative Academic Arrangements: Policy and Procedures.") **Acceptance of academic credit) Note:** Although not listed as a reference in the Principles of Accreditation, see also the Commission policy "The Quality and Integrity of Undergraduate Degrees.")

Compliance Partial Compliance Non-Compliance

Narrative:

Chattahoochee Valley Community College (CVCC) has a defined and published policy for evaluating, awarding, and accepting credit for transfer, experiential learning, advanced placement, and professional certificates as it relates to its [mission](#). CVCC accepts responsibility for the academic quality of all coursework or credit recorded on the institution's transcripts.

Transfer Credits

Chattahoochee Valley Community College adheres to the State Board Policy [801.01](#) in defining the standards for admission for students wishing to transfer into the College and follows the process for awarding credit outlined in the [College Catalog and Student Handbook](#).

When conducting the transcript [evaluation](#), transfer students must request official transcript(s) of all work attempted at other institutions, unless they have completed a baccalaureate degree. In this case, the student is required to submit only the transcript from the institution granting the baccalaureate degree. If other institutions were attended, the student may submit those transcripts for transferability purposes.

The College will consider awarding credit if a student has a 2.0 cumulative grade point average in all previous college work attempted if the grades are passing (C or better). If the cumulative grade point average is below 2.0, only courses with a grade of "C" or higher will be accepted as transfer credit. Of the credits accepted, only courses applicable to the chosen program will be used in meeting graduation requirements.

The College ensures that course work and learning outcomes are at the collegiate level and comparable to CVCC's courses by following the [Evaluation of Transfer Credit](#).

Dual Enrollment Credit

Chattahoochee Valley Community College partners with local high schools to offer dual enrollment credit to high school juniors and seniors. These courses are offered at the local high school and taught by [teachers](#) meeting the same standards as full-time and part-time faculty teaching on campus. Faculty credentialing is verified by the dual enrollment coordinator and the Chief Academic Officer. Admission into the courses is governed by State Board Policy [801.03](#).

In order to ensure courses meet the same standards of rigor as courses taught on campus, faculty teaching the courses must submit a [syllabus](#) reflecting the same course objectives as on campus courses. In addition, the faculty teaching these courses must submit a portfolio of student work at the end of the semester to the on-campus division chair within their content area for review. This [portfolio](#) is used to ensure that the same standards apply to dual credit courses

as to on campus courses.

Nontraditional Credit and Work Experience

Chattahoochee Valley Community College may award limited credit for advanced placement, challenge examinations, CLEP and DAN TES examinations, armed forces and service schools training, certain professional certifications, portfolios (upon review), and state-wide articulation agreements ([STARS](#)) or programs.

Chattahoochee Valley Community College awards [credit through non-traditional means](#) as prescribed by State Board Policy [706.01](#) and outlined in the *College Catalog and Student Handbook*. Academic credit for nontraditional course work may be awarded to the student only by means of [Advanced Placement](#) Exams, [College Level Examination Program \(CLEP\)](#), Credit by Examination (Challenge)*, Defense Activity for Non-Traditional Educational Services (DANTES)*, [Military Training and Educational Experiences](#), [Professional Certification](#), [Career/Technical Education Course Articulation](#) ([Statewide Career/Technical Course Articulation Agreement](#)).

*Note, the College has not had a request for Credit by Examination or DAN TES transcript evaluations in the past four semesters.

SUPPORT DOCUMENTATION

[College Catalog and Student Handbook, Mission Statement – Page 11](#)

[State Board Policy 801.01: Admission: General](#)

[College Catalog and Student Handbook, Awarding Credit – Pages 62-63](#)

[Transcript Evaluation](#)

[Policy and Procedures Manual 714.03: Evaluation of Transfer Credit](#)

[Resume – Kristen Blackshear – Dual Enrollment Instructor](#)

[State Board Policy 801.03: Admission: Dual Enrollment: Dual Credit for High School Student](#)

[Dual Enrollment Syllabus - Fontana](#)

[Dual Enrollment Portfolio – Laney](#)

[Statewide Articulation Agreement \(STARS\)](#)

[College Catalog and Student Handbook, Credit through Non-Traditional Means – Pages 63-66](#)

[State Board Policy 706.01: Credit Awarded Through Non-traditional Means: General](#)

[Advanced Placement Transcript Example](#)

[College Level Examination Program \(CLEP\) Transcript Example](#)

[Military Training and Educational Experiences Transcript Example](#)

[Professional Certification Transcript Example](#)

[Career/Technical Education Course Articulation Transcript Example](#)

[Statewide Career/Technical Education Course Articulation Agreement](#)